

## CHAPTER 5

### CLOSING

#### 5.1 Conclusion

Internship is an opportunity for students to apply the knowledge they have learned during college. An internship makes the students have relevance to the real work environment. This will enable them to put in the knowledge and skills they gained to the real world of work. Furthermore, internships are an opportunity that not everyone can take advantage of to develop soft skills and practical skills in handling job tasks. This will enable them to become more adaptive and hope to be capable of competing in today's workplace. Internship also one of the compulsory courses that have to be taken by all the students of Diploma III of English Department and one of the requirements to achieve *Ahli Madya* certificate from Faculty of Language and Culture of Darma Persada University.

The writer did the internship program on April 21, 2022, until May 31, 2022 in Agency for Language Development and Cultivation. The writer had meaningful time during the program. This internship program makes the writer know what kind of activities that the Agency do, especially in the Secretariat of the Agency, Cooperation Services Department.

Flow of work during the internship in Cooperation Service Department which includes: introduction, translating documents, data recapitulation, note-taker of meetings, and data input. The writer acknowledge how important the department is, because its tasks are related to build relation with another parties and make sure there is no mistake in the cooperation manuscripts.

This internship program gives the writer a chance to experience a real work

environment that is very different from lectures. The writer can improve skills, such as writing and translating documents in English, adaptive and communicative with new people.

## **5.2 Suggestion**

The writer did the internship in Cooperation Services Department at the Agency for Language Development and Cultivation. The writer gained knowledge and experiences through the program. Thus, here are some suggestions that the writer present for students and Darma Persada University, so that the next students who will do the internship could carry out the program even better.

Suggestions for students:

1. Students who want to do the internship must do some research about the program and the target internship place.
2. Students who participate in internships should be active and take initiative. Do not be afraid to ask questions if you have any difficulties.
3. Students are expected to maintain appropriate manners during internship activities, since it could adversely affect the university's reputation. Additionally, it will affect the next participant in the internship program who wants to apply for an internship at the same company.
4. To create a friendly work environment, be professional and disciplined. One of the most important parts of an internship program is not just that it allows for graduation, but also that it gives the student valuable learning and experience for the future.

Suggestions for Darma Persada University:

1. It is recommended to establish cooperative relationships with several companies and government agencies, especially those related to the field of Diploma III English Department program. Thus, students can easily obtain

internships.

2. It is necessary to improve the quality of services that support students before conducting internships. This includes both administrative and informational needs. Therefore, students can prepare themselves well before the internship begins.

