

# CHAPTER I

## INTRODUCTION

### 1.1 Background of the Apprenticeship

The development of science and technology is increasingly rapid, which is then followed by the need for human resources who can master adequate science and technology as well. It is intended that the development of science and technology can be accompanied by the mastery of science and technology by these human resources. The existence of adequate and reliable expertise in their respective fields is useful for obtaining competitively adjusted jobs in order to achieve the desired goals. With adequate expertise, it will give birth to human resources (HR) who are ready to use both in terms of knowledge, morals, attitudes and other supporting criteria.

The flow of technological progress in the current era of globalization is something that cannot be avoided. Likewise, education is always developing from time to time and the government is always trying to improve the quality of education. To be able to enter the world of work after graduating from college, every student must have readiness in dealing with professional work that is in accordance with the field they are involved in.

Higher education is the highest formal education that will produce human resources (HR) who have a high intellectual level to compete in the demands of the world of work. Both capability demands and quality demands. So that universities are required to prepare good quality human resources to face increasingly fierce competition. The relationship between theory and practice in the world of education is important to compare and prove something that has been learned in theory with the actual situation in the world of work. Bengkalis State Polytechnic has a responsibility in preparing its students to compete in the real world of work. One of them is the implementation of practical work (KP) as one of the programs that must be followed by DIV-IV students as one of the

requirements for completing the International Business Administration Study Program.

Bengkalis State Polytechnic is the only State Polytechnic in Riau Province. Bengkalis State Polytechnic has Diploma III and Diploma IV programs. There are 8 (eight) majors at the Bengkalis State Polytechnic including: Shipping Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, Business Administration, Informatics Engineering, Maritime, and Language. As graduation requirements, Apprenticeship (KP) and the final project are two indicators that must be completed by Bengkalis State Polytechnic students.

International Business Administration is one of the Study Programs in the Department of Commerce Administration. International Business Administration Study Program students are ready to have competence. First, students of the International Business Administration study program must be able to communicate using English (oral and written). Second, being able to manage, operate, and store documents and office equipment.

Based on the above, the author as a student of the International Business Administration Study Program chooses to carry out practical work at the bengkalis regional development planning agency. During the implementation of the Apprenticeship the author was placed in the Secretariat. The implementation of practical work starts from February 15<sup>nd</sup> Until June 30<sup>rd</sup>, 2021

## **1.2 Purpose of the Apprenticeship**

Objectives of the Apprenticeship carried out at the Regional Development Planning Agency

1. To find out the types of work carried out in the general and civil service fields at the Regional Development Planning Agency
2. To know the place and time of Apprenticeship
3. To find out the systems and work procedures used in the Secretariat Division
4. To find out the obstacles/obstacles and solutions during the implementation of the Apprenticeship at the Regional Development Planning Agency

### **1.3 Significances of the Apprenticeship**

#### **1.3.1 Significances for the Apprenticeship**

The benefits of practical work for students are as follows:

1. Students have the opportunity to apply theoretical knowledge/concepts in the real world of work.
2. Students gain practical experience in applying theoretical/concept knowledge according to their study program.
3. Students have the opportunity to be able to analyze problems related to science applied in work in accordance with their study program.
4. Students have the opportunity to work in teams consisting of several people so that they are able to provide ideas

#### **1.3.2 Significances for State Polytechnic of Bengkalis**

The benefits of practical work for Bengkalis State Polytechnic are as follows:

1. Practical work can strengthen cooperation and socialization between the Bengkalis State Polytechnic and the Bengkalis Regency Regional Development Planning Agency
2. Practical work can improve the competence of Bengkalis State Polytechnic graduates.

#### **1.3.3 Significances for The Company**

The benefits of practical work for companies are as follows:

1. Practical work is one of the liaisons of cooperation between the company and the campus.
2. The company receives assistance from students who do practical work