

CHAPTER I

INTRODUCTION

1.1 Background of the Project

The population of Bengkalis Regency, located in Riau Province, Indonesia is dynamic and growing. According to data from Riau Province, the population of Bengkalis Regency in 2023 reached 584.916 people. This figure shows great potential for early human resource development, especially in foreign language learning and confidence building. State Polytechnic of Bengkalis sees significant opportunities to engage students in interesting and educational activities.

Kabupaten/Kota	Jumlah Penduduk Menurut Kabupaten/Kota (Jiwa)		
	2021	2022	2023
Kuantan Singingi	338 024	341 874	345 610
Indragiri Hulu	449 596	455 958	462 220
Indragiri Hilir	661 449	669 482	677 290
Pelalawan	395 404	402 040	408 543
Siak	463 472	470 309	477 064
Kampar	852 633	866 942	881 028
Rokan Hulu	568 268	576 766	585 183
Bengkalis	570 155	577 700	584 916
Rokan Hilir	645 005	654 522	663 956
Kepulauan Meranti	207 802	209 817	211 791
Pekanbaru	994 582	1 005 658	1 016 366
Dumai	320 373	324 678	328 907
RIAU	6 466 763	6 555 746	6 642 874

Figure 1.1 The Population of Bengkalis Regency
Source: Badan Pusat Statistik Provinsi Riau

State Polytechnic of Bengkalis, one of the vocational higher education institutions in Riau Province, organized the Polbeng Business Expo, which included several competitions, including the Spelling Bee competition. State Polytechnic of Bengkalis took the initiative to organize a Spelling Bee competition for students because they believe it is a useful tool for recognizing the value of instilling fundamental abilities in the next generation at a young age. A calculated move to capitalize on the enormous potential of Bengkalis Regency's student population is the Spelling Bee competition. Engaging the younger generation in competitive and

instructional activities might help create a more optimistic self-confident future. This project aims to enhance education standards and develop a stronger sense of unity among participants through stimulating and inspiring activities, resulting in the development of highly skilled and globally prepared persons.

Spelling Bee is a competition to spell words in English, quickly and accurately (Ekayana Dharma Budhi Bhakti 2021). Participants in the competition must spell words in English and the winner is the one who can spell the words most accurately in the least amount of time. Participating in a Spelling Bee helps students learn word rules and expand their vocabulary, which makes it simpler for them to construct grammatically correct sentences. By practicing full concentration when listening to words, spelling words accurately, expanding vocabulary, and improving English pronunciation skills, participants in this competition will become more confident when speaking in front of an audience.

Spelling Bee helps students learn word rules and expand their vocabulary, which makes it simpler for them to construct grammatically correct sentences. With a potentially large number of participants, this event can be a significant platform to promote education and self-development of students in Bengkalis Regency especially at 7-10 years old and 11-15 years old. This initiative is also expected to inspire other educational institutions to organize similar activities, thus creating a more competent and confident young generation.

In organizing the Spelling Bee competition, the role of administration is very important. The administration is responsible for various administrative aspects that include the preparation, implementation, accomplishment, and evaluation of the event. These tasks include organizing and recording meeting results, administrative records, communication to various parties, ensuring legal requirements, organizing schedules, and assisting with event coordinator tasks (Arviana 2024). Meeting results, namely minutes of meetings are detailed notes that serve as the official written record of a meeting or conference. The effectiveness and efficiency of the administration aspect in carrying out these tasks greatly affects the smoothness and success of the Spelling Bee competition.

Through this project, it is hoped that best practices can be found in the administrative management of the Spelling Bee competition, which in turn can be used as a reference for other schools in organizing similar events. In addition, this project is also expected to provide insight into the administration aspect regarding the importance of their role and how they can contribute maximally in supporting the success of the event. Therefore, based on this background, the author intends to conduct a project with the title “Elementary and Junior High School Spelling Bee Competition at Polbeng Business Expo (Case Study: Administration Aspect)”.

1.2 Identification of the Project

Based on the background that has been described, the identification of the project Polbeng Business Expo in the Spelling Bee competition discusses how to organize the Spelling Bee competition at the elementary and junior high school level.

1.3 Purpose of the Project

The purpose is categorized into two categories, namely general purpose and specific purpose. The project purpose is as follows:

1.3.1 General Purpose of the Project

The general purpose of the project with the title “Elementary and Junior High School Spelling Bee Competition at Polbeng Business Expo (Case Study: Administration Aspect)” is to ensure the smooth organization of the event through effective administration.

1.3.2 Specific Purpose of the Project

The specific purpose of the project that will be carried out for this project is as follows:

1. Managing administration and documentation
2. Managing correspondences
3. Organizing logistics, including venue arrangement and equipment setup
4. Conduct document filing

1.4 Significance of the Project

This project is expected to be useful for interested parties or related parties, the significances of this project are:

1. For Author

This project is used to find out and solve problems related to the implementation of the Spelling Bee competition and apply the knowledge that has been obtained during the study period. In addition, this project adds experience and insight for the author and helps in completing the final project which is one of the requirements for obtaining an Applied Bachelor's degree in the International Business Administration Study Program.

2. For Students

This project can be used as a form of enhancing creativity in the world of business and management. Through the project on the implementation of the Spelling Bee competition, it is expected that students can take lessons to improve their skills. This project also serves as a means to enhance student creativity and involvement in activities that are beneficial to their personal and professional development.

3. For Other Parties

This project is expected to provide wider knowledge to other parties regarding event administration management in the field of education. In addition, this project is also expected to provide insights that can be used as a reference for other researchers who will raise the same issue but with a different perspective. Thus, this project contributes to the development of literature and practice in event administration management in the educational environment.

1.5 Time and Place of the Project

The implementation of the Polbeng Business Expo, especially for the Spelling Bee competition, has been held for two days. The preliminary round was held on Wednesday, 30 October 2024 in the GKT 411 room and the final round was held on Thursday, 31 October 2024 in the Informatics Engineering Building hall of State Polytechnic of Bengkalis.

1.6 Writing System

The systematics of writing that will be carried out for the project are as follows:

CHAPTER I: INTRODUCTION

In this chapter, the author describes the background of the project, identification of the project, purpose and significance of the project, time and place of project implementation, and the systematic writing of the project report in the thesis.

CHAPTER II: LITERATURE REVIEW

In this chapter, the author describes the theories that are relevant to the main material in the final project, namely explaining the role of the administrative aspect in managing the administration of the Spelling Bee competition.

CHAPTER III: METHOD AND ACCOMPLISHMENT PROCESS

In this chapter, the author will explain the project preparation plan, project implementation plan, project completion plan, project implementation schedule, and estimated costs to be incurred during the project.

CHAPTER IV: RESULT AND DISCUSSION

In this chapter, the author will describe the project profile and activity implementation report consisting of project preparation, project implementation, and project financial completion report.

CHAPTER V: CONCLUSION AND SUGGESTION

This chapter contains a summary of the results of writing in the previous chapters which are outlined in conclusions and suggestions.