

CHAPTER 1

INTRODUCTION

1.1 Background of Apprenticeship

Apprenticeship is a beneficial program for students to have work experience in an institution according to students background major. The program is combination of classroom learning and job training to help students to get essential skills and recognized qualifications. Skills and qualification are provided for various careers with different levels of apprentices including entry level, supervisor level, and manager level. Every level of apprentices is trained by professionals and the time needed depends on skill and ability of the apprentices. A successful apprenticeship will build a great achievement in a workplace.

State Polytechnic of Bengkalis is the only state polytechnic in Riau province. It has Diploma III and Diploma IV program. There are eight departments in State Polytechnic Bengkalis including: Naval Architecture, Mechanical Engineering, Electrical Engineering, Civil Engineering, Business Administration, Information Technology, Maritim, and Language. As graduation requirements, apprenticeship and final project are two indicators that should be finished by students of State Polytechnic of Bengkalis. Apprenticeship should be done by the fourth semester for Diploma III students and sixth semester for Diploma IV students.

English is one of study programs of Language Department. The Students of English Study Program are prepared to have competencies. First of all, the Students of English Study Program should be able to communicate in English (oral and written). Second is students Have a TOEIC score of at least 500. The third is students Able to translate Indonesian text to English and vice versa accurately. And then Proficient in Public Speaking, Proficient in business computers and multimedia applications, Able to manage, operate and maintain various documents and office equipment. Able to carry out secretarial and office filing activities properly and appropriately, Able to

work on export-import documents, Have an entrepreneurial spirit (entrepreneurship) and business skills, and to understand professional ethics, have a noble character, have a noble culture, have faith and fear God Almighty.

Apprenticeship program helps students to apply and fulfill the competencies. For this reason, the writer chooses and gets an opportunity to do apprenticeship and student exchange in Thaksina Business Technological College (TSN), Thailand through the program of Southeast Asian Student Internship Exchange that provided by SEAMEO (The Southeast Asian Ministers of Education Organization).

1.2 Purpose of the Apprenticeship

The purposes of apprenticeship done at Thaksina Business Technological College are as follows:

1. To know and learn about the culture of Thailand in Thaksina Business Technological College (TSN)
2. To know procedures used in college at Thaksina Business Technological College (TSN).
3. To be able to work with a team in other country in Thaksina Business Technological College (TSN).

1.3 Significance of the Apprenticeship

1.3.1 Significance for the Apprentice

Apprenticeship gives a chance for the apprentice to implement knowledge already learnt and get knowledge especially related to English and Business. The apprentice knows how the daily activity, and learn about culture and many more about Thailand as well.

1.3.2 Significance for State Polytechnic of Bengkalis

Apprenticeship helps State Polytechnic of Bengkalis to prepare and generate skillful students that are ready to work field once they finish

their study. The apprenticeship helps State Polytechnic of Bengkalis applying and arranging its curriculum. Moreover, the apprenticeship helps State Polytechnic of Bengkalis to get link and match as a medium to increase the relevance of curriculum with the work field.

1.3.3 Significance for the Company

Apprenticeship gives Thaksina Business Technological College a chance to help and improve students' skills and knowledge.

