

APPRENTICESHIP REPORT
MEETUP COWORKING & OFFICE SPACE
PEKANBARU – RIAU

ZALINA
Reg. Number: 5504211029



**ENGLISH FOR BUSINESS AND PROFESSIONAL
COMMUNICATION STUDY PROGRAM
LANGUAGE DEPARTMENT
STATE POLYTECHNIC OF BENGKALIS
BENGKALIS
2025**

APPROVAL SHEET

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Written as one of the requirements for completing Apprenticeship

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Pekanbaru, December 19th 2024

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ACCEPTANCE SHEET

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This is to certify that we have examined the apprenticeship report of Zalina Reg. Number 5504211029 who has done the apprenticeship at MeetUp Coworking & Office Space started from Agustus 19th to December 19th 2024. This report is to used for partial fulfilment of the State Polytechnic of Bengkalis. This report is complete and satisfactory in all respect, and any all revisions required by the apprenticeship report examine committee had been made.

Bengkalis, January 9th 2024

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Praise the writer's gratitude to Allah SWT, because for the blessings and grace the writer can complete this Apprenticeship Report. The writing of this Apprenticeship Report is carried out in order to fulfil one of the requirements to get a grade in the Diploma 4 English for Business and Professional Communication study program at State Polytechnic of Bengkalis.

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The writer realizes that in the preparation of this Apprenticeship report, it is still far from perfect, both in terms of preparation, language and writing. Therefore, the writer really expects constructive criticism and suggestions to become a reference for writers in the future. Hopefully this apprenticeship report can be useful for the writer and the reader.

Bengkalis, 16th January, 2024
Best Regards,

Zalina
Reg. Number 5504211029

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