

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

Practical work is a form of learning activities carried out in the world of work as a means to apply the knowledge and skills that have been acquired during the lecture period. Through practical work activities, students are expected to gain real work experience, understand the professional work culture, and improve competence and readiness to face the world of work after completing education. Practical work activities also serve as a bridge between the theory learned in college and direct practice in the field.

The practical work program is one of the mandatory courses that must be taken by students at the Bengkalis State Polytechnic, especially in the Department of Commercial Administration of the D4 International Business Administration study program. This program aims to provide opportunities for students to get to know the industrial and business world firsthand, as well as develop professional skills in accordance with their field of expertise. Through this practical work program, students are expected to be able to improve their abilities in the fields of administration, communication, time management, and cooperation in the work environment.

In the implementation of practical work activities, the author chooses PT Riau Andalan Pulp and Paper as the place to carry out practical work because the company is one of the large companies engaged in the pulp and paper industry and has a structured human resource management and training system. The author is placed in the APRIL Learning Institute unit, specifically in the General Training and Services division. In this section, the author is given various tasks related to administrative activities and the implementation of training, such as assisting in the preparation of training activities, recording training participants, preparing

administrative documents, and assisting other operational activities that support the smooth implementation of training.

Based on applicable regulations, this practical work is carried out at the APRIL Learning Institute office of PT Riau Andalan Pulp and Paper located in Pangkalan Kerinci, Pelalawan Regency, for a period of 5 months, starting from February 02 to June 30, 2026.

1.2 Purpose of the Apprenticeship

Practical work activities are a form of learning that provides opportunities for students to get to know the world of work directly and apply the knowledge that has been gained during the lecture period. Through practical work activities carried out at PT Riau Andalan Pulp and Paper, especially in the APRIL Learning Institute unit, students are expected to gain useful work experience, improve professional skills, and understand the work process in the company environment. Therefore, practical work activities have several goals and benefits that are to be achieved, both in terms of academics and student ability development.

1.2.1 Purpose of Apprenticeship

The objectives of the internship activities carried out at PT Riau Andalan Pulp and Paper, especially at the April Learning Institute, include the following:

1. Apply the knowledge and skills acquired during lectures into real-life work situations, especially in supporting administrative and service activities within the APRIL Learning Institute.
2. Improve the ability to carry out tasks effectively, thoroughly, responsibly, and in accordance with the applicable provisions in the work environment.
3. Develop communication, cooperation, discipline and adaptability through interaction with employees and involvement in various activities at the APRIL Learning Institute.
4. Broaden your horizons on the management of human resource development activities in the company, as well as understand the role of APRIL Learning

Institute in supporting the learning process and improving employee competencies.

5. Prepare for the workforce by gaining experience, insight and professional skills during practical work at APRIL Learning Institute.

1.2.2 Benefits of Apprenticeship

The practical work program not only provides real experience for students, but also makes a positive contribution to educational institutions and partner companies, as explained below:

1. Benefits for Students (Internships)

The implementation of practical work provides benefits for students, universities, and agencies or companies. For students, practical work is useful for gaining insight, knowledge, and work experience relevant to the field of study pursued, as well as providing opportunities to apply the theory and science that has been gained during the lecture period into the world of work directly. In addition, practical work can also improve skills, discipline, responsibility, and adaptability in a professional work environment.

2. Benefits for Bengkalis State Polytechnic

For universities, the implementation of practical work provides benefits as a means to find out the extent to which students are able to apply the knowledge gained during lectures in the world of work. In addition, practical work can also strengthen the cooperative relationship between universities and the business world or industry, as well as become an evaluation material in improving the quality of education and curriculum in accordance with the needs of the world of work.

3. Benefits for the Company

For agencies or companies, the implementation of practical work provides benefits in assisting the implementation of operational activities and supporting the smooth running of work through the contribution of practical work students. In addition, practical work can also be a means to establish

good cooperative relationships between agencies or companies and educational institutions.

1.3 Significances of the Apprenticeship

Practical work is one of the most important activities for students as a means to connect the theory obtained in college with real work practices in the industrial world. Through practical work activities, students can gain direct work experience, understand the work system in the company, and improve their skills and abilities in completing the tasks given. In addition, practical work is also a forum for students to develop professional attitudes, discipline, and responsibility in carrying out work.

The implementation of practical work at PT Riau Andalan Pulp and Paper, especially in the APRIL Learning Institute unit, provides an opportunity for students to understand firsthand the work process in the field of training and human resource development. This activity also helps students to get to know the work culture in the company and improve their ability to adapt to a professional work environment.

Thus, practical work has a very important role in preparing students to enter the world of work after completing their education. Through the work experience gained during practical work, students are expected to be able to become a competent, skilled, and ready workforce to face challenges in the world of work in the future.