THE PROCESS OF LEGAL DOCUMENT TRANSLATION IN UPT P2B SEBELAS MARET UNIVERSITY

FINAL PROJECT REPORT

Submitted as a Partial Requirement in Obtaining Degree in the English Diploma Program, Faculty of Cultural Science, Sebelas Maret University

By:
Arif Wijanarko Siswoyo
C9312011

ENGLISH DIPLOMA PROGRAM
FACULTY OF CULTURAL SCIENCE
SEBELAS MARET UNIVERSITY
SURAKARTA
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APPROVAL OF SUPERVISOR

Approved to be examined before the Board of Examiners, English Diploma Program

Faculty of Cultural Science

Sebelas Maret University

Final Project Report

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MARET UNIVERSITY

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APPROVAL OF THE BOARD OF EXAMINERS

Report Title : THE PROCESS OF LEGAL DOCUMENT TRANSLATION IN UPT P2B SEBELAS MARET UNIVERSITY
Student’s Name : Arif Wijanarko Siswoyo
NIM : C9312011
Examination Date : June 30th, 2015

Accepted and Approved by the Board of Examiners,
English Diploma Program, Faculty of Cultural Science,
Sebelas Maret University

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[Signature]

Prof. Dr. Riyadi Santosa, M.Ed, Ph.D
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I have not failed. I’ve just found 10,000 ways that won’t work.

- Thomas A. Edison
DEDICATION

I present my final project report to:
Sebelas Maret University
PREFACE

I would like to say my gratitude to Allah SWT for his blessings so that I could finish this final project report entitled “The Process of Legal Document Translation in UPT P2B Sebelas Maret University”. This report was written to fulfill the partial requirement in obtaining degree in English Diploma Program, Faculty of Cultural Science, Sebelas Maret University.

This report discusses the activity related with translation in UPT P2B Sebelas Maret University, especially Indonesian-English translation based on job training done by the writer during February 17\textsuperscript{th}, 2015 – April 13\textsuperscript{th}, 2015. In this report, the writer also reveals the translation process and strategies applied while translating documents.

I would also like to say thank you to everyone, especially my beloved parents, who support every of my effort in finishing this report. A great thank is also expressed to Miss Fenty Kusumastuti S.S., M.Hum as my supervisor who gives her time, patience, and guidance so I can finish the report well.

I hope that this report will be useful and have some contributions for all readers, especially for those who are interested with translation subject.

Surakarta, March 2015

Arif Wijanarko Siswoyo
First, I would like to praise Allah SWT for all of his blessings to me so I can finish this final report well. The writer gets many supports from people in this final report project. Therefore, I would like to express my gratitude to those who have supported me during writing this report.

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3. Drs. Riyadi Santosa, M.Ed, Ph.D as the dean of Faculty of Cultural Science for approving this final project.

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8. My beloved parents for everything. I cannot mention every precious thing they have given to me.

9. Dila Aprilia Sari for supporting me from 0 until now.

10. All of my friends in English Diploma Program for the memory, I will not forget them.

Surakarta, June 2015

Arif Wijanarko Siswoyo
ABSTRACT


This final project report was written based on the job training in UPT P2B Sebelas Maret University, during February 17th, 2015 – April 13th, 2015. The objectives of this final project were to explain the process of translating legal document and the strategies of translating legal document.

During job training, the writer applied 4 steps when translating documents from English to Indonesian in order to make the translation readable, acceptable and accurate. The steps are: analysis, transfer, restructuration, and revision. Analysis is the process of reading the text to know the text purpose and meaning. Transfer is the process of translating the text by trying to understand the text from the target language viewpoint. Restructuration is the step of restructuring and rewriting of target language. Revision is the evaluation / re-read process to make sure that the text is easy-to-understand.

There are translating strategies which the writer used to translate the document, they are Descriptive Equivalent and Naturalization Procedure. There are only two procedures which the writer used since most of the problems faced by the writer is the grammatical errors in the source text. There is a confusing meaning in the source text, but it can be handled well. The writer also explain the process of translating and problem solving of the translation completely.