

”Activities of the guide in Puro Mangkunegaran Palace”



Internship Report

**Submitted to meet a part of the requirements to obtain
an *Ahli Madya* Degree in English Language**

by
Angga Rafi Setiawan
C9312006

**English Diploma Program
Faculty of Cultural Sciences
Sebelas Maret University
Surakarta
2016**

APPROVAL

The undersigned below has approved that this internship report is ready for examination. All the content in this report, however, is solely the responsibility of the writer.

Title of Internship Report:

Activities of the guide in Puro Mangknegaran Palace

Name of Intern:

Angga Rafi Setiawan – C9312006

Surakarta, 26 June 2016
Internship Supervisor



Dr. Sri Marmanto, M.Hum.

NIP: 195009011986011001

ACCEPTANCE

The undersigned below hereby state that this internship report has been approved and accepted by the Board of Examiners at English Diploma Program, Faculty of Cultural Sciences, Sebelas Maret University

Title of Internship Report:

Activities of the guide in Puro Mangkunegaran Palace

Name of Intern:

Angga Rafi Setiawan – C9312006

Date of Examination:

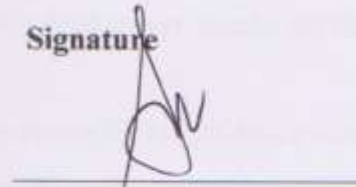
26 Juli 2016

Board of Examiners

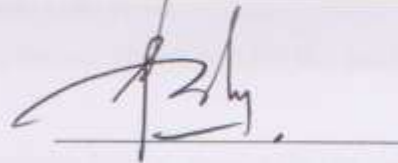
Name, Position

Signature

1. **Drs. Agus Hari Wibowo, M.A., Ph.D**
196708301993021001'
Chair



2. **Fenty Kusumastuti, S.S., M.Hum**
1981012720130301
Secretary



3. **Dr. Sri Marmanto, M.Hum.**
NIP: 195009011986011001



**Approved by Dean,
Faculty of Cultural Sciences,**

Prof. Drs. Riyadi Santosa, M.Ed., PhD
NIP 19600328 198601 1 001

ACKNOWLEDGMENT

Alhamdulillahirobbil'alamin finally I have finished this final project report. First of all, I would like to say thanks to Allah SWT who makes everything possible. I also thank to all people especially for my mother who always supports and prays for me in making this my final report. Certainly, I also get many supports , motivation, and suggestion from many sides. Therefore, I would like to give my deepest thanks to :

1. Prof.Drs.Riyadi Santosa, M.Ed, Ph.D as a Dean of Cultural Sciences Faculty of Sebelas Maret University.
2. Agus D.Priyanto, M.CALL as the head of English Diploma Program for approving this internship report.
3. Dr.SriMarmanto, M.Hum as my supervisor of this final report, thanks for the advice and for all the guidance.
4. Drs. Hendarto Raharjo M.A as my academic supervisor for his guidance during my study in English Diploma Program, Sebelas Maret University.
5. All my lecturers in the Faculty of Cultural Sciences. Thank you for the guidance and knowledge that have been given to me.
6. Mr. Joko as my supervisor at Puro Mangkunegaran Palace, thanks for the information and lesson about Mangkunegaran Palace.
7. All of the guides crew at Mangkunegaran Palace, thanks for the opportunity that is given to me to have job training here.
8. All of my friends who always give support, motivation, and suggestion for me in completing my final report..

This final report was written to fulfill the requirement in obtaining the English Diploma Program Faculty of Cultural Sciences, Sebelas Maret University. This final report entitled “**Activities of the guide in Puro Mangkunegaran Palace**”

ABSTRACT

Angga Rafi Setiawan 2016. Activities of the guides in Puro Mangkunegaran Palace, English Diploma Program, Faculty of Cultural and Science Sebelas Maret University.

This internship report was written based on my internship activity from January 4th to March 4th 2016 as a guide in Puro Mangkunegaran Palace. The objective of this report is to know and describe the activities of the guides in Puro Mangkunegaran Palace including the problem and solution. Several activities must be followed by the guide such as class activity, getting information, escorting, and guiding.

First, the guide should listen and learn the material given by the senior guides of Mangkunegaran Palace. In addition, the guide was asked by senior guides to look around the palace for getting information of the palace. After getting information the guides collected more information of the Palace by doing escort activity. The activity is the way to lead the guide to know and observe how the senior guides handle a tourist. The guide should memorize about the things explained by senior guide during escorting activity. After those activities above passed by the guides, they were asked by the supervisor guide to handle the tourists by themselves.

The problems of guiding at Mangkunegaran Palace are language problem, the lack of vocabulary, and less explanation. The solutions of guiding at Mangkunegaran Palace are giving language lesson, using of body language and preparing small note, and adding jokes.

TABLE OF CONTENTS

APPROVAL.....	ii
ACCEPTANCE.....	iii
ACKNOWLEDGMENT.....	iv
ABSTRACT.....	v
TABLE OF CONTENTS.....	vi
CHAPTER 1 INTRODUCION	1
CHAPTER 2 INSTITUTION.....	5
Short History of Puro Mangkunegaran Palace.....	5
Management of Puro Mangkunegaran Palace.....	6
The Attractions of Puro Mangkunegaran Palace.....	7
CHAPTER 3 INTERNSHIP ACTIVITIES.....	11
Activities in General.....	11
Class Activity.....	11
Getting information.....	11
Escorting.....	12
Guiding.....	12
Problems and solution during Internship.....	15
CHAPTER 4 CONCLUSION AND RECOMMENDATION.....	18
Conclusion.....	18
Recommendation.....	19
REFERENCE.....	21
APPENDICES.....	22