

THE LANGUAGE STYLES USED IN FACULTY OF LETTERS

UNIVERSITAS KRISTEN INDONESIA

A PROJECT PAPER



By:

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ENGLISH LANGUAGE PROGRAM OF DIPLOMA

THREE FACULTY OF LETTERS

UNIVERSITAS KRISTEN INDONESIA

JAKARTA

2021

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Submitted to the Faculty of Letters Universitas Kristen Indonesia to Fulfill One of
the Requirements to Complete the English Language Program of Diploma Three

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DECLARATION OF THE ORIGINALITY

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Acknowledge that all of the material in this paper is the result of the writer except for quotations in it with the source has been included.

Jakarta, January 17th 2021



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APPROVAL SHEET

This is to certify that the project paper of Eryln Silveria (1722130024) entitled The Language Styles Used in Faculty of Letters Universitas Kristen Indonesia has been approved by the project paper advisor at Faculty of Letters Universitas Kristen Indonesia.

Jakarta, January 17th 2021

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This is to certify that the *project paper* of Erlyn Silveria (1722130024) entitled The Language Styles Used in Faculty of Letters Universitas Kristen Indonesia has been approved by the project paper advisor.

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Praise and deep gratitude to God for His abundance of grace and guidance so that the writer can complete the project properly entitled: The Language Styles Used in Faculty of Letters Universitas Kristen Indonesia. This project paper is a requirement for achieving a Diploma 3 of English Language, Faculty of Letters, Universitas Kristen Indonesia.

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The writer realizes that this project paper has not been perfect. Therefore, the writer is very open to all forms of constructive criticism and suggestions. Hopefully this report can be useful generally for those who need it

Jakarta, January 17th 2021

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ABSTRAK

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Judul : The Language Styles Used in Faculty of Letters
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Tujuan dari studi ini adalah memaparkan bagaimana pemilihan gaya bahasa sebagai bentuk komunikasi yang baik dan benar, khususnya dalam sebuah instansi. Pengumpulan data dilakukan mulai dari tanggal 5 November 2019 sampai dengan 17 Maret 2020 di Sekretariat Fakultas Sastra UKI. Metode pengumpulan data dilakukan dengan cara merekam. Setelah data dikumpulkan dengan teknik rekam, data ditranskripsi ke dalam bentuk ortografis dan dianalisis dengan teori sosiolinguistik, yaitu ragam bahasa. Hasil penelitian ini menunjukkan bahwa ragam bahasa yang digunakan oleh civitas akademik Fakultas Sastra adalah ragam bahasa baku dan ragam bahasa tidak baku. Ragam penuturan bahasa yang aktif digunakan ketika berkomunikasi, yaitu Bahasa Indonesia, Bahasa Inggris, dan Bahasa Batak. Ragam bahasa ini muncul karena adanya latar belakang budaya, sejarah, ataupun letak geografis dari setiap masyarakat dan pemilihan gaya bahasa baik lisan maupun tertulis juga akan terpengaruh dari cara berkomunikasi sehari-hari dilingkungan.

Kata Kunci: Gaya Bahasa; Ragam Bahasa; Komunikasi; Sekretariat Fakultas Sastra

ABSTRACT

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Title : The Language Styles Used in Faculty of Letters
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The purpose of this study is to describe how the choice of language style as a form of good and correct communication, especially in an institution. Data collection was conducted from 5 November 2019 to 17 March 2020 at the UKI Letters Faculty Secretariat. The data collection method was done by recording. After the data was collected using the recording technique, the data was transcribed into orthographic form and analyzed by sociolinguistic theory, namely the variety of languages. The results of this study indicate that the variety of languages used by the academic community of the Faculty of Letters is a variety of standard languages and non-standard languages. The variety of language that is actively used when communicating, namely Indonesian, English, and Batak language. This variety of languages arises because of the cultural, historical, or geographic background of each community and the choice of language style both spoken and written will also be influenced by the way of communicating in the daily environment.

Keywords: Language Style; Variety of Languages; Communication; Secretariat of the Faculty of Letters

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