|  |  |  |
| --- | --- | --- |
| Dosen |  :  | Juniarti Eka Sapitri |
| Matakuliah |  :  | ENGLISH FOR BUSINESS II    |
| SKS |  :  | 2 |
| Kelas |  :  | 25.2A.10 |
| Jumlah Mahasiswa |  :  | 23 |

| **Pertemuan** | **Ruangan** | **Tanggal** | **Bahan Kajian** | **Berita Acara Pengajaran** |
| --- | --- | --- | --- | --- |
| **01** | 302-j1 | 17 Maret 2023 | The students get started or it is about the introduction | introduction how to introduce your friends and your business partner |
| **02** | 302-j1 | 24 Maret 2023 | The students understand about the several procedures when making an invitation | speaking practice and discussing kind of invitation and making formal and informal invitation |
| **03** | 302-j1 | 31 Maret 2023 | The students are able to leave a message in a right way | explaining and discussing the sentences how to accept decline an invitation and practice make the conversations could i leave a message communicating over the phone |
| **04** | 302-j1 (kp) | 3 April 2023 | The students know how to complain well within a particular trouble | explaining the way to handle a complain discussing many kinds of complain that usually appear in business terms making a solution and practicing how to handle and submit a complain |
| **05** | 302-j1 | 14 April 2023 | The students are able to deliver their presentation well | explaining and discussing the attitude when giving the presentation and how to be more confident in public speaking |
| **06** | 302-j1 | 5 Mei 2023 | The students deliver the presentation more | explaining and discussing what tools that we need to prepare before performing a presentation |
| **07** | 302-j1 | 12 Mei 2023 | Mahasiswa mampu melakukan review terhadap materi yang telah diberikan | review material and explaining and discussing about midtest project |
| **08** | 302-j1 | 19 Mei 2023 | (UTS) | Project |
| **09** | 302-j1 | 26 Mei 2023 | UTS | listening and observing about the meaning of being anxiety afterwards the students are given the trusted-tips from the experts as the topic discussion |
| **10** | 302-j1 | 9 Juni 2023 | Listening and observing about the meaning of being anxiety Afterwards the students are given the trusted-tips from the experts as the topic discussion | watching a video for a suggestion in how to prepare a meeting and have a good public speaking discussing factor which make a successful presentation |
| **11** | 302-j1 (kp) | 12 Juni 2023 | The students know about what meeting is | discussing in how to make a good negotiation with others in terms of business |
| **12** | 302-j1 | 16 Juni 2023 | The students are able to understand how to interrupt well | discussing in how to make how to make a polite interruption in a meeting and speaking practice |
| **13** | 302-j1 | 23 Juni 2023 | The students know what negotiation is | discussing in how to make a polite way in declining a negotiation in business terms presentation practice |
| **14** | 502-j1 (kp) | 6 Juli 2023 | Mahasiswa mampu mengevaluasi pencapain dalam penggunaan percakapan dalam bahasa Inggris | explaining and discussing about promoting something or some product presentation practice |
| **15** | 302-j1 | 7 Juli 2023 | review | explaining and discussing the final project for final test |
| **16** | 302-j1 | 14 Juli 2023 | (UAS) | Final Project |

PRESENSI MAHASISWA

| **Nim** | **Nama** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **Jumlah** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| [**25220001**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220001-10-NUR.js) | safira maharani | 1 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 12 |
| [**25220005**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220005-10-NUR.js) | danang rusdawindra samiaji | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 16 |
| [**25220006**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220006-10-NUR.js) | satria aprian | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 0 | 1 | 12 |
| [**25220010**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220010-10-NUR.js) | nazri zikri azzami | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 15 |
| [**25220012**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220012-10-NUR.js) | muhamad hasan | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 14 |
| [**25220013**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220013-10-NUR.js) | dennis fathurahman | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 14 |
| [**25220014**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220014-10-NUR.js) | miladiyah khasanah | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 15 |
| [**25220015**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220015-10-NUR.js) | nisa febrina maushal | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 16 |
| [**25220016**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220016-10-NUR.js) | sendia alfiandi | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 11 |
| [**25220018**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220018-10-NUR.js) | nabil hanif leksmono | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 15 |
| [**25220019**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220019-10-NUR.js) | raka daniswara | 0 | 1 | 1 | 1 | 0 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 13 |
| [**25220021**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220021-10-NUR.js) | yanetia ranjevi | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 16 |
| [**25220024**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220024-10-NUR.js) | ibrahim suranuraga | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| [**25220027**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220027-10-NUR.js) | nadhif | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 9 |
| [**25220029**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220029-10-NUR.js) | siti hodizah | 0 | 0 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 11 |
| [**25220030**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220030-10-NUR.js) | cakra buana | 0 | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 13 |
| [**25220033**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220033-10-NUR.js) | endhita asmarani miswanto | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 16 |
| [**25220034**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220034-10-NUR.js) | jonatan antonius hutagalung | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 15 |
| [**25220036**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220036-10-NUR.js) | hanif pratama | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 15 |
| [**25220040**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220040-10-NUR.js) | saifun nidzar | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 16 |
| [**25220042**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220042-10-NUR.js) | jeri dabi | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 1 | 1 | 9 |
| [**25220044**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220044-10-NUR.js) | zahran la rangga | 1 | 0 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 0 | 1 | 10 |
| [**25220046**](https://says.nusamandiri.ac.id/m_induk_mhs_nilai-25220046-10-NUR.js) | irhenda zuniar fakhira | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 16 |

NILAI MAHASISWA

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **NIM** | **Nama** | **Nilai UTS** | **Nilai UAS** | **Nilai Absen** | **Nilai Tugas** | **Grade** |
| 1 | 25220001 | Safira Maharani | 85 | 85 | 90 | 80 | A |
| 2 | 25220005 | Danang Rusdawindra Samiaji | 85 | 85 | 90 | 80 | A |
| 3 | 25220006 | Satria Aprian | 85 | 85 | 90 | 80 | A |
| 4 | 25220010 | Nazri Zikri Azzami | 85 | 85 | 90 | 80 | A |
| 5 | 25220012 | Muhamad Hasan | 85 | 85 | 90 | 80 | A |
| 6 | 25220013 | Dennis Fathurahman | 85 | 85 | 90 | 80 | A |
| 7 | 25220014 | Miladiyah Khasanah | 85 | 85 | 90 | 80 | A |
| 8 | 25220015 | Nisa Febrina Maushal | 85 | 85 | 90 | 80 | A |
| 9 | 25220016 | Sendia Alfiandi | 85 | 85 | 90 | 80 | A |
| 10 | 25220018 | Nabil Hanif Leksmono | 85 | 85 | 90 | 80 | A |
| 11 | 25220019 | Raka Daniswara | 85 | 85 | 90 | 80 | A |
| 12 | 25220021 | Yanetia Ranjevi | 85 | 85 | 90 | 80 | A |
| 13 | 25220024 | Ibrahim Suranuraga | 0 | O | 0 | 0 | E |
| 14 | 25220027 | Nadhif | 85 | 85 | 90 | 80 | A |
| 15 | 25220029 | Siti Hodizah | 85 | 85 | 90 | 80 | A |
| 16 | 25220030 | Cakra Buana | 85 | 85 | 90 | 80 | A |
| 17 | 25220033 | Endhita Asmarani Miswanto | 85 | 85 | 90 | 80 | A |
| 18 | 25220034 | Jonatan Antonius Hutagalung | 85 | 85 | 90 | 80 | A |
| 19 | 25220036 | Hanif Pratama | 85 | 85 | 90 | 80 | A |
| 20 | 25220040 | Saifun Nidzar | 85 | 85 | 90 | 80 | A |
| 21 | 25220042 | Jeri Dabi | 68 | 68 | 90 | 80 | B |
| 22 | 25220044 | Zahran La Rangga | 85 | 85 | 90 | 80 | A |
| 23 | 25220046 | Irhenda Zuniar Fakhira | 85 | 85 | 90 | 80 | A |