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SUMMARY

This job training report is entitled "Writing English News for Cilacap Immigration Office Class I of Border Controls". The job training was conducted from March 17, 2022 to April 28, 2022. The purpose is to write news, to find out what difficulties that would be encountered and the solutions that can be applied in writing English news in government agencies such as immigration offices.

In the implementation of the job training, two news articles are written in English and published independently with the permission of the immigration office supervisor. The news produced were reports on activities carried out by the Inteldakim section and also the Infotekim section. The news was produced from a process of collecting data from various methods, then the writing and editing stages, later translated into English.

In the process of writing the news, several difficulties such are adjusting to the rules and ethics of writing by the immigration office. From the encountered obstacles, the solutions given are consulting to the supervisor and the employees. By doing so, the job training process would run efficiently and meet the prospects.

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RINGKASAN

Laporan praktik kerja ini berjudul “Writing English News for Cilacap Immigration Office Class I of Border Controls”. Praktik kerja dilakukan pada tanggal 17 Maret 2022 hingga 28 April 2022. Tujuannya adalah untuk menulis berita, mengetahui kesulitan apa saja yang dihadapi serta solusi yang bisa diterapkan dalam menulis berita berbahasa Inggris di instansi pemerintah berupa kantor imigrasi.

Dalam pelaksanaan praktik kerja, dihasilkan dua berita yang ditulis dalam Bahasa Inggris dan dipublikasikan secara mandiri atas izin dari supervisor kantor imigrasi. Berita yang dihasilkan berupa laporan mengenai kegiatan yang dilaksanakan oleh seksi Inteldakim dan juga seksi Infotekim. Berita dihasilkan dari proses berupa pengumpulan data dari berbagai metode, kemudian tahap penulisan dan penyuntingan, lalu diterjemahkan ke dalam Bahasa Inggris.

Dalam proses penulisan berita, beberapa kesulitan yang dihadapi berupa penyesuaian terhadap aturan dan etika penulisan kantor imigrasi. Dari kendala yang dihadapi, kemudian diterapkan beberapa solusi seperti berkonsultasi dengan *supervisor* dan para pegawai. Sehingga proses praktik kerja berjalan lancar dan sesuai dengan harapan.