

## SUMMARY

**The Activities of Being Promotional Staff in Winda's English Course**, Andhini Pradipta Wulandari, NIM F31161347, 2019, Language, Communication, and Tourism Department, Politeknik Negeri Jember, Adriadi Novawan, S.Pd., M.Pd. (Internal Supervisor) and Winda Wahdaniyah (External Supervisor).

Internship program is formal program in Politeknik Negeri Jember that provided practical experience for beginners in an occupation or profession. The purpose of this academic program is to create more professional graduates. It is implemented in the sixth semester in 384 hours for diploma three education (D3) and 512 hours in the eight semesters for diploma four educations (D4). For English Study Program students, the internship program can be done in some institutions such as hotel, travel agencies, airport, tourism department, companies, and English course.

The writer's choose Winda's English Course Jember as a place to conduct internship program. It is because the writer wants to improve her speaking skill and also this place is an appropriate place since at Winda's people and students use English 100%. We must to use English during the teaching learning activity with the students. Also, Winda's English Course provided different ways of teaching through easy and fun methods in all of ages.

In addition, the writer should apply her skill that she got through studying at English Study Program such as writing,listening,reading and structure. Besides, the writer believed that she would get new experiences in teaching activities through some level of learners. In this place, the writer focused on teaching toddler and Pre Basic levels with fun and easy method to explore the best way to teach young learners.

In doing this internship program, the writer got a lot of experience. In this place, the writer learned how to apply her knowledge in the real workplace. It was not an easy thing to do, but the writer succeeded because it was directed by staff and teachers to finishing the job.