

SUMMARY

Translating a Video of Handling Hotel Reservation for The Students of Hotel Accommodation Department of SMKN 3 Jember, Safirra Hutami Swandarie, F31150966, 2019, Language, Communication and Tourism Department, Politeknik Negeri Jember, Agus Setia Budi, S.Pd, M.Pd (Supervisor).

Vocational high school is an education which conducts teaching learning process leads to the competence of expertise or profession. Vocational high school has a contribution in improving the quality of human resources. The educational system of vocational high school is focused on the practice more than theory including vocational high school in Jember. SMK Negeri 3 Jember is one of vocational high school in Jember and focuses on tourism field. The competence of the tourism expertise include travel business and hotel accommodation. In the teaching learning process, hotel accommodation department both in theory and practice, the instructional learning media that used in theory class such as power point, text book, real object and audio visual aids in the classroom. The audio visual learning media is usually used in theory class. They use video as a learning media because video can help the students learn and understand the material easier and they have a practice related to the material. However, sometimes the students are difficult to understand the video because material in the video is presented in English. In order to make them understand the content of video, it needs Indonesian subtitle. Based on the above problems, the writer intended to conduct a final project in translating a the video that is used in the teaching learning process by the teacher of Hotel Accommodation Department of SMKN 3 Jember.

This project was translating a video, about Handling Hotel Reservation from English into Bahasa Indonesia. This video created and also published by Easy English Conversation, Elena Adamova, Alex Sanderes Grimorio, and English Conversation Practice chanel. The lenght of this video was eight minutes forty three seconds and this video available on youtube. This video showed about the role play and conversation the receptionist with the guest and the content of

video about handling hotel reservation by telephone, check-in with reservation (walk-in-guest), and check-in without reservation during their arrival phase in a hotel. In this final project the writer used some theories from Vinay and Darbelnet (1958) in Mathieu (2016) for the procedures of translation and adopted the process of translating theories by Nida and Taber (1982) in Floriasti (2014) include three phases there are analysis, transfer, and restructuring. .

In making this product, the writer applied the process and procedures by the expert. The writer adopted the process of translation theory from Nida and Taber (1982). Besides, the procedures of translation proposed by Vinay and Darbelnet (1958) in Hatim and Mathieu (2016). The process of translation consist of analysis, transfer and restructuring. Then, the procedures of translation are borrowing, calque, literal translation, transposition, modulation, equivalence and adaptation. In translation, knowing the type of text is also important. By knowing the type of text, the writer could decide what are procedures that will be used in translating process. Here, the writer decided the type of text that would be translated is informative text. So, the writer used three procedures of translation from seven procedures. They were borrowing, literal translation, transposition. The last, the writer ensured by rechecking the product is correct and appropriate with the video. After that, the writer showed and consulted the translation video to supervisor to check and revise the product. After everything has been done, then the writer burned the translating video in to form of DVD-RW.

Hopefully, this product is useful as a learning media and help the teacher of Hotel Accomodation Department in SMKN 3 Jember and the writer translated the conversation in the video from English language to Indonesian language aims to make the students was easy to understand the material in the video as their learning process.