RENCANA PELAKSANAAN PEMBELAJARAN

(RPP)

Sekolah	: SMK Negeri 1 Leuwimunding
Mata Pelajaran	: Bahasa Inggris
Kelas/Semester	: XI / 3
Materi Pokok	: Procedure Text: Tutorial
Alokasi Waktu	: 2 x 30 menit (1 Pertemuan)

A. Kompetensi Dasar

3.18 Menganalisis fungsi social, struktur teks, dan unsur kebahasaan beberapa teks procedure lisan dan tulis dengan memberi dan meminta informasi terkait manual penggunaan teknologi dan kiat – kiat (tips), pendek dan sederhana, sesuai dengan bidang keahlian dan konteks penggunaannya.

4.16 Menyusun teks prosedur, lisan dan tulis, dalam bentuk manual terkait penggunaan teknologi dan kiat – kiat (tips), dengan memperhatikan fungsi social, struktur teks, dan unsur kebahasaan, secara benar dan sesuai konteks.

B. Tujuan Pembelajaran

Melalui pendekatan saintifik dengan menggunakan model pembelajaran *Discovery Learning*, peserta didik diharapkan terampil:

1. Mengidentifikasi teks prosedur, dalam bentuk tutorial terkait penggunaan teknologi dengan cara lengkapi kosa kata yang belum terisi pada teks prosedur dengan tepat.
2. Merancang teks prosedur dalam bentuk tutorial terkait penggunaan teknologi dengan cara melengkapi table dengan baik dan benar.

Sehingga setelah pembelajaran, peserta didik dapat mencapai KKM secara bertanggung jawab, jujur, dan disiplin.

C. Langkah-langkah Kegiatan Pembelajaran

a. Kegiatan Pendahuluan (10 menit)

Sintak	Langkah-langkah Kegiatan	Moda
	Salam, absensi, apersepsi, pemberian motivasi, penyampaian tujuan dan cakupan materi	Zoom Meeting (Sinkronis)

b. Kegiatan Inti (40 menit)

Sintak	Langkah-langkah Kegiatan	Moda
Discovery Learning Sintak	1) Peserta didik mengamati gambar yang melibatkan tindakan penggunaan teknologi secara tulisan dengan baik dan benar. 2) Peserta didik Mengidentifikasi teks prosedur, dalam bentuk tutorial terkait penggunaan teknologi dengan cara lengkapi kosa kata yang belum terisi pada teks prosedur dengan tepat. (LKPD 1) 3) Peserta didik membahas teks prosedur, dalam bentuk tutorial terkait penggunaan teknologi berdasarkan LKPD 1.	Zoom Meeting (Sinkronis)

Sintak	Langkah-langkah Kegiatan	Moda
	4) Peserta didik Merancang teks prosedur dalam bentuk tutorial terkait penggunaan teknologi dengan cara melengkapi table dengan baik dan benar. (LKPD 2) 5) Peserta didik membahas teks prosedur dalam bentuk tutorial terkait penggunaan teknologi berdasarkan LKPD 2 6) Peserta didik mereview materi pembelajaran pertemuan hari ini. 7) Peserta didik melakukan evaluasi yang diberikan oleh guru.	

c. Penutup (10 menit)

Sintak	Langkah-langkah Kegiatan	Moda
	Kesimpulan, refleksi, pemberian tugas, penyampaikan rencana materi berikutnya	Zoom Meeting (Sinkronis)

D. Penilaian

1. Pengetahuan   : Melengkapi kosa kata pada Procedure text yang belum terisi.
2. Keterampilan   : Merancang Procedure text dengan cara melengkapi table
3. Sikap: bertanggung jawab, jujur, dan disiplin

E. Program Tindak Lanjut

1. Remedial

Peserta didik yang belum mencapai KKM (75) diberi tugas untuk mempelajari kembali materi ajar tentang procedure text. Setelah satu minggu guru mengevaluasi kemajuan kompetensi peserta didik dalam menerapkan fungsi sosial, struktur teks, dan unsur kebahasaan dalam procedure text. Kemudian guru melaksanakan penilaian remedial yang berupa soal remedial dalam bentuk pertanyaan sederhana untuk mencapai tujuan.

2. Pengayaan

Bagi peserta didik yang mempunyai nilai di atas 75 diberi pengayaan berupa tugas membuat procedure text sesuai dengan program keahlian siswa.

Majalengka, 23 November 2020

Mengetahui:
Kepala Sekolah   Guru Mata Pelajaran

Suparman, S.Pd.Ing   **Dwi Anom Pebriyanto, S.Pd. I**
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Materi Pembalajaran

How to Upgrade The Android Operating System Manually

The easiest way to upgrade your android is by connecting it to Wi-Fi and using the Settings app to find and trigger the update, but you may be able to use your android manufacture desktop software to force an update:

1. Depending on your android, you may also need to plug your android into its charge or have it charge it to a certain point before you can install an update.
2. Connect your android is connected to Wi-Fi, in order to download and install an outlet, your android must be connected to Wi-Fi, not cellular data.
3. Open your android settings, swipe down from the top of the screen, then tap the gear-shaped "Settings" Icon in the top right corner of the resulting drop-down menu, and some androids, you will need to swipe down using two fingers.
4. Scroll down and tap System, you will find this option at the bottom of the settings page.
5. Tap "About Phone" it's near the bottom of the system page, if you are using an android tablet, instead tap "About Tablet".
6. Tap the update option, Then tap download updates manually or download and install you may first have to tap a check for update Button to search For an available update.
7. Follow any on screen instruction depending on your android, you may have to tap through a few on screen prompts. Before the update we will begin installing.
8. Wait for your android to finish updating. This can take upward of half an hour.

Once your android finishes updating and restarting, the newest available version of the operating system has been installed on your phone.

No	Plan	Information
1	Aims	How to Upgrade The Android Operating System Manually
2	Steps	The steps is from 1 until 8.
3	Result	The Newest version is installed

TASK 1

Choose the correct words below to fill in the blanks

Open this link: https://forms.gle/N48w5fBujnsKoEFr7 to answers Task 1

a. software	f. business contact
b. is stored	g. conversion month
c. New Company File Assistant	h. financial year
d. A welcome window	i. Start with
e. The introduction	j. The Company

How to create company file in MYOB 18

When you make entries in your (1) …, that information (2) … in a file called a company file. You can create a company file using the (3) …. This assistant is a series of interactive windows that guide you through the process of creating a new company file.

1. Start your AccountRight software. (4) … appears.
2. Click Create new company file. (5) … page of New Company File Assistant appears.
3. Click Next. The Company Information page appears.
4. Enter your (6) … and registration details. If available, also enter your software serial number. Click Next. The Accounting Information page appears.
5. Enter your financial year details and (7) …. And then Click Next. A confirmation page appears.
6. Check the (8) … and conversion month and then click Next. The Accounts List page appears.
7. Select the default accounts list you want to start with.
8. (9) … an accounts list provides in the software. Done!
9. Finally, (10) … file is ready to use.

Expected answer

How to create company file in MYOB 18

When you make entries in your (1) **software**, that information (2) **is stored** in a file called a company file. You can create a company file using the (3) **New Company File Assistant**. This assistant is a series of interactive windows that guide you through the process of creating a new company file.

1. Start your AccountRight software. (4) **A welcome window** appears.
2. Click Create new company file. (5) **The introduction** page of New Company File Assistant appears.
3. Click Next. The Company Information page appears.
4. Enter your (6) **business contact** and registration details. If available, also enter your software serial number. Click Next. The Accounting Information page appears.
5. Enter your financial year details and (7) **conversion month**. And then Click Next. A confirmation page appears.
6. Check the (8) **financial year** and conversion month and then click Next. The Accounts List page appears.
7. Select the default accounts list you want to start with.
8. (9) **Start with** an accounts list provide in the software.
9. Finally, (10) **The Company** file is ready to use.

TASK 2
Please complete the following table to make a procedure text.
Open this link: https://forms.gle/5CrkzxMxci26BNrZ7 to answers Task 2

No	Plan	Information
1	Aims	How to Install your laptop

2	Steps	
3	Result	

Evaluasi

1. Choose the correct words below to fill in the blanks

Open this link: https://forms.gle/ie7pCoGUKNEwdPgz6 to answers number 1

a. effects	f. contain
b. nutrition	g. Considered
c. fundamental	h. convenient
d. treat	i. starchy
e. staple	j. whole

A Guide to Healthy Eating

The foods you eat have big (1) … on your health and quality of life. Although eating healthy can be fairly simple, the rise in popular "diets" and dieting trends has caused confusion. In fact, these trends often distract from basic (2) … principles that are most important. Try to base your diet around these healthy food groups:

- Include vegetables on your daily food list. Vegetables play a (3) … role at most meals. They are low in calories yet full of important micronutrients and fiber.
- As natural sweet (4) …, fruit provides micronutrients and antioxidants that can help improve health. They can avoid us to consume sweets like candies and cakes.
- Meat and fish have been the major sources of protein throughout evolution. They are a (5) … in the human diet.
- Beans and seeds are one of the best fat sources available and also (6) … important micronutrients. You can combine this raw food on your cooking.
- (7) … one of the healthiest foods on the planet, whole eggs pack a powerful combination of protein, beneficial fats and micronutrients. Take no more than 4 a week though.
- Dairy products such as natural yogurt and milk are (8) …, low-cost sources of protein and calcium. You can start your day with a glass of milk or even mix yogurt on your salad.
- For those who aren't on a low-carbohydrate diet, whole food (9) … foods like potatoes, quinoa and Ezekiel bread are healthy and nutritious.

Base your diet on these healthy (10) … foods and ingredients. They will provide all the nutrients your body needs.

2. Please complete the following table to before you make a procedure text.

Open this link: https://forms.gle/EtHGjyiYyYY57Ci2A to answers number 2

No	Plan	Information
1	Aims	
2	Steps	
3	Result	

Expected answer 1

A Guide to Healthy Eating

The foods you eat have big **effects** on your health and quality of life. Although eating healthy can be fairly simple, the rise in popular "diets" and dieting trends has caused confusion. In fact, these trends often distract from basic **nutrition** principles that are most important. Try to base your diet around these healthy food groups:

- Include vegetables on your daily food list. Vegetables play a **fundamental** role at most meals. They are low in calories yet full of important micronutrients and fiber.
- As natural sweet **treat**, fruit provides micronutrients and antioxidants that can help improve health. They can avoid us to consume sweets like candies and cakes.
- Meat and fish have been the major sources of protein throughout evolution. They are a **staple** in the human diet.

- Beans and seeds are one of the best fat sources available and also **contain** important micronutrients. You can combine this raw food on your cooking.
- **Considered** one of the healthiest foods on the planet, whole eggs pack a powerful combination of protein, beneficial fats and micronutrients. Take no more than 4 a week though.
- Dairy products such as natural yogurt and milk are **convenient**, low-cost sources of protein and calcium. You can start your day with a glass of milk or even mix yogurt on your salad.
- For those who aren't on a low-carbohydrate diet, whole food **starchy** foods like potatoes, quinoa and Ezekiel bread are healthy and nutritious.

Base your diet on these healthy **whole** foods and ingredients. They will provide all the nutrients your body needs.

Rubrik Penilaian

LKPD 2 dan Evaluasi 1

No.	Keterangan	Nilai Maksimal
1	Jika jawaban benar maka nilai yang di dapat: Total Nilai Jawaban Benar x 10	100

LKPD 2 dan Evaluasi 2

WRITING RUBRIC ASSESSMENT

No	Criteria to be assessed	Low Content 1	Good Content 3	Very Good Content 5	Score
1.	Text Organization	Doesn't use the correct text organization of Procedure Text	Use the correct text organization but has not elaborated the idea	Use the correct text organization and with elaborated idea	5
2.	Sentence formation	Use simple sentences	begins to vary simple sentences and compound sentences	Use simple sentences, compound sentences and complex sentences correctly	5
3.	Grammar	Too many mistakes	6 until 10 mistakes	Under 5 mistakes	5
4.	Vocabulary	Basic Vocabulary, less precise	Developed vocabulary	Purposefully chosen vocabulary	5
5.	Mechanics	Some errors with spelling and punctuation	Mostly effective use of mechanics; errors do not detract from meaning	Effective use of capitalization, punctuation, and spelling	5
				Total score	25

	Final Score = Total score x 4	100