



LESSON PLAN

Subject : English
Class / Semester : X / 1
Topic : Announcement text
Meeting Period : 3 meeting x 60 minutes (in daring time of my school)

A. Core Competency

- **KI 3:** Understand, apply, and analyze factual, conceptual, procedural, and metacognitive knowledge based on his curiosity about science, technology, arts, culture and humanities with insight into humanity, nationality, statehood and civilization regarding the causes of phenomena and events, and applying knowledge procedural in a specific field of study according to their talents and interests to solve problems
- **KI4:** Processing, reasoning, and presenting in the realm of the concrete and abstract realms related to the development of what they learn in school independently, acting effectively and creatively, and being able to use methods based on scientific principles

B. Basic Competency and Indicators of Competency Accomplishment

Basic Competency	Indicators
3.5 Distinguishing social functions, text structure, and language elements of several special texts in the form of announcements, by giving and asking for information related to school activities, according to the context in which they are used	<ul style="list-style-type: none">• Analyze the video (link youtube : https://www.youtube.com/watch?v=rZUcWj25vWk) about material of announcement text• Arrange the jumbled announcement correctly• Analyze the announcement based on questions that was attached• Summarize the announcement with critical thinking based on the video (link youtube : https://www.youtube.com/watch?v=j0cdAgsrCec)
4.5 Announcement text	<ul style="list-style-type: none">• Write an announcement for the classmate
4.5.1 Capturing meaning contextually related to social functions, text structure, and special text language elements in the form of an announcement	
4.5.2 Compiling a special text in the form of an announcement (announcement), spoken and written, short and simple, taking into account the social function, text structure, and linguistic elements, correctly and in context	

C. Objectives of Learning

- After learning process, students can be :
- Students can analyze the video about material of announcement text correctly

- Students make right arrangement based on the jumbled announcement that was attached in Google Classroom correctly
- Students can summarize the announcement with critical thinking based on announcement in video creatively
- Students can make a simple announcement for their classmate correctly

D. Materials

- An announcement is a written or spoken statement in public or formal words containing information about an event that has happened or is going to happen .
- Function of Announcement

An announcement is used for giving people some information of what has happened or what will happen.
- Generic structures of Announcement
 - Stating Purpose: The text that contains what event will be held
 - Stating Day and Date: Day and Date realization. The text that contains when the event will be held
 - Stating Place: The text that contains where the event will be held
 - Informing Sender: The text that contains name of the person who will be contacted.
- Language features of Announcement : Using Simple Present Tense and simple future tense.

E. Teaching Methodology

- 1) Approach : STEAM
- 2) Model of Learning : Discovery learning, Problem Based Learning (PBL)
- 3) Method : Answer question, analyzing video

F. Learning media

This learning process using cyber learning (google classroom that was integrated with WAG)

G. Sources

- ❖ Internet (google, youtube)
- ❖ Buku Penunjang Kurikulum 2013 Mata Pelajaran Bahasa Inggris Kelas X, Kemendikbud, Revisi Tahun 2016
- ❖ English Dictionary
- ❖ Experiences of teachers and students

H. Steps of Learning Process

FIRST MEETING

NO	ACTIVITIES
a.	<p>Opening Section (10 Minutes) (WAG Chat)</p> <p>Orientation</p> <ul style="list-style-type: none"> • Open the learning activity with greeting and praying with join WAG • Check the students attendance with google form link that was attached in Google Classroom as discipline norm <p>Apperception</p> <ul style="list-style-type: none"> • Connect the materials with students’ experience or the previous material • Give the stimulus question about material that will be learn <p>Motivation</p> <ul style="list-style-type: none"> • Giving the functions to learn the materials in their daily activities. • Giving stressed about if the students can learn the materials correctly, it will make know more about announcement text • Explain about the objectives of learning • Giving some questions <p>Giving reference</p> <ul style="list-style-type: none"> • Giving explanation about what is the material that will be learn • Giving explanation about KI, KD, and KKM in this material • Divide some of learning group

	<ul style="list-style-type: none"> Explain about steps of learning process clearly.
b.	<p>Core Sections (40 Minutes)</p> <ul style="list-style-type: none"> The students are given a link video on youtube about announcement text in their <i>Google Classroom</i> : https://www.youtube.com/watch?v=rZUcWj25vWk) Students are asked to watch the video Students looking for information about announcement text in the video Students discuss in <i>WAG</i> about the information they have obtained Students do the task attachment in <i>Google Classroom</i> about arranging jumbled announcement correctly Students ask to analyze the right form announcement that was arranged Students upload their analysis in the <i>Google form link</i> that was prepared by teacher Students are invited to communicate the results of their group discussions in their <i>WAG</i> Other students and teachers give feedback The teacher concludes the result of discussion <p>Note : In the learning process, teacher can observe and assess about students' characters building such as <i>nasionalism, discipline, honest, confident, responsible, care, curious</i></p>
c.	<p>Closing Section (10 Minutes) (WAG Chat)</p> <ul style="list-style-type: none"> Students make a resume about the important point of materials (announcement text) with teacher's guidance Students learn more about materials (announcement text) individually The studentsshare their reflection on learning at that time The teacher gives appreciation to the students The teacher informs the materials for next meeting

SECOND MEETING

NO	ACTIVITIES
a.	<p>Opening Section (10 Minutes) (WAG Chat)</p> <p>Orientation</p> <ul style="list-style-type: none"> Open the learning activity with greeting and praying with join WAG Check the students attendance with google form link that was attached in Google Classroom as discipline norm <p>Apperception</p> <ul style="list-style-type: none"> Connect the materials with students' experience or the previous material Give the stimulus question about material that will be learn <p>Motivation</p> <ul style="list-style-type: none"> Giving the functions to learn the materials in their daily activities. Giving stressed about if the students can learn the materials correctly, it will make know more about announcement text Explain about the objectives of learning Giving some questions <p>Giving reference</p> <ul style="list-style-type: none"> Giving explanation about what is the material that will be learn Giving explanation about KI, KD, and KKM in this material Divide some of learning group Explain about steps of learning process clearly.
b.	<p>Core Sections (40 Minutes)</p> <ul style="list-style-type: none"> The students are given a link video on youtube https://www.youtube.com/watch?v=j0cdAgsrCec about announcement in their <i>Google</i>

	<p><i>Classroom :)</i></p> <ul style="list-style-type: none"> • Students are asked to watch the video • Students looking for information about announcement text in the video • Students discuss in WAG about the information they have obtained • Students do the task attachment in Google Classroom about summarizing an announcement text creatively • Students upload their analysis in the Google form link that was prepared by teacher • Students are invited to communicate the results of their group discussions in their WAG • Other students and teachers give feedback • The teacher concludes the result of discussion <p>Note : In the learning process, teacher can observe and assess about students' characters building such as <i>nasionalism, discipline, honest, confident, responsible, care, curious</i></p>
c.	<p>Closing Section (10 Minutes) (WAG Chat)</p> <ul style="list-style-type: none"> • Students make a resume about the important point of materials (announcement text) with teacher's guidance • Students learn more about materials (announcement text) individually • The studentsshare their reflection on learning at that time • The teacher gives appreciation to the students • The teacher informs the materials for next meeting

THIRD MEETING

NO	ACTIVITIES
a.	<p>Opening Section (10 Minutes) (WAG Chat)</p> <p>Orientation</p> <ul style="list-style-type: none"> • Open the learning activity with greeting and praying with join WAG • Check the students attendance with google form link that was attached in Google Classroom as discipline norm <p>Apperception</p> <ul style="list-style-type: none"> • Connect the materials with students' experience or the previous material • Give the stimulus question about material that will be learn <p>Motivation</p> <ul style="list-style-type: none"> • Giving the functions to learn the materials in their daily activities. • Giving stressed about if the students can learn the materials correctly, it will make know more about announcement text • Explain about the objectives of learning • Giving some questions <p>Giving reference</p> <ul style="list-style-type: none"> • Giving explanation about what is the material that will be learn • Giving explanation about KI, KD, and KKM in this material • Divide some of learning group • Explain about steps of learning process clearly.
b.	<p>Core Sections (40 Minutes)</p> <ul style="list-style-type: none"> • The students are given a link video on youtube about announcement text in their Google Classroom : https://www.youtube.com/watch?v=rZUcWj25vWk) to remind understanding about it. • Students are asked to watch the video • Students looking for information about announcement text in their notes from previous

	<p>lesson</p> <ul style="list-style-type: none">• Students discuss in WAG about the information they have obtained• Students do the task attachment in Google Classroom about making a simple announcement for their classmates creatively in Ms. Word form.• Students upload their analysis in the Google form link that was prepared by teacher• Students are invited to communicate the results of their group discussions in their WAG• Other students and teachers give feedback• The teacher concludes the result of discussion <p>Note : In the learning process, teacher can observe and assess about students' characters building such as nasionalism, discipline, honest, confident, responsible, care, curious</p>
c.	<p>Closing Section (10 Minutes) (WAG Chat)</p> <ul style="list-style-type: none">• Students make a resume about the important point of materials (announcement text) with teacher's guidance• Students learn more about materials (announcement text) individually• The studentsshare their reflection on learning at that time• The teacher gives appreciation to the students• The teacher informs the materials for next meeting

I. Assessment of Learning Outcomes

1. Attitude Assessment

Observation assessment

Observation assessment is based on observing the daily attitudes and behavior of students, both in relation to the learning process and in general. Direct observations are made by the teacher. The following is an example of an attitude assessment instrument

No	Nama Siswa	Aspek Perilaku yang Dinilai				Jumlah Skor	Skor Sikap	Kode Nilai
		BS	JJ	TJ	DS			
1	Soenarto	75	75	50	75	275	68,75	C
2	

Keterangan :

- BS : Bekerja Sama
- JJ : Jujur
- TJ : Tanggun Jawab
- DS : Disiplin

Catatan :

- Aspek perilaku dinilai dengan kriteria:
 - 100 = Sangat Baik
 - 75 = Baik
 - 50 = Cukup
 - 25 = Kurang
- Skor maksimal = jumlah sikap yang dinilai dikalikan jumlah kriteria = 100 x 4 = 400
- Skor sikap = jumlah skor dibagi jumlah sikap yang dinilai = 275 : 4 = 68,75
- Kode nilai / predikat :
 - 75,01 – 100,00 = Sangat Baik (SB)
 - 50,01 – 75,00 = Baik (B)
 - 25,01 – 50,00 = Cukup (C)
 - 00,00 – 25,00 = Kurang (K)
- Format di atas dapat diubah sesuai dengan aspek perilaku yang ingin dinilai

- 2. Knowlegde Assessment (*ATTACHED*)
- 3. Skill Assessment (*ATTACHED*)

The School Principal of
SMKN 1 Mejayan

Mejayan, Juliy 2020
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ATTACHMENT OF THE TEST AND ASSESSMENT

1ST MEETING

A. Arrange the jumbled announcement correctly based on the right structure !

1.	It's that time of year again. As you all know, Christmas is our busiest season of the year. Every year it is a struggle for management and supervisors to find the time and energy to organize a staff Christmas party. This year, we have decided to postpone the Christmas party until after our busy season.
2.	We apologize that the celebration will have to wait until the new year. Anyone interested to help out with the event is encouraged to call Lucy. Lucy's cell phone number is 222-3098. Please contact Lucy outside business hours regarding this matter.
3.	<p>Party Details:</p> <ul style="list-style-type: none">• Date : Second or third Saturday in January• Theme : Beach• Food : Caribbean• Special events : Karaoke and happy dancing
4.	Announcement to All staff
5.	Thank you, Management

B. Answer the questions about announcement above !

1. What is announcement about ?
2. Who is the writer of the announcement above ?
3. When did the christmas party hold ?
4. Why did the Christmas party decide to postpone ?
5. How did we encourage for joining to this party ?

ANSWER KEY

A. Arrange the jumbled announcement correctly based on the right structure !

4-1-3-2-5

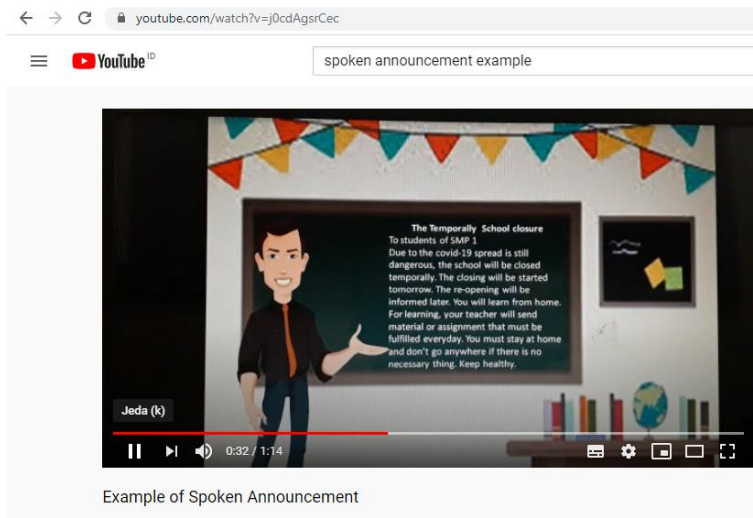
B. Answer the questions about announcement above !

1. The announcement is about the Christmas party postpone.
2. The management
3. The party held second or third Saturday in January
4. Because Christmas is busiest season of the year.
5. We encouraged for joining the party with call Lucy.

Score A maximum = 50 point (right answer @10 point)
Score B maximum = 50 point (right answer @10 point)
Total score = A + B

2ND MEETING

Task attachment link video <https://www.youtube.com/watch?v=j0cdAgsrCec>



Make a summarize with your own words about the video !

Summarizing Scoring rubric

4	3	2	1
Your summary includes the most important text of the text	Your summary includes some of important text of the text	Your summary includes a few of important text of the text	Your summary doesn't includes important text of the text
Your summary shows strong evidence of the structure text	Your summary shows evidence of the structure text	Your summary shows some evidence of the structure text	Your summary doesn't show evidence of the structure text
Your summary strongly reflect the author's purpose for writing the text	Your summary reflect the author's purpose for writing the text	Your summary slightly reflect the author's purpose for writing the text	Your summary doesn't reflect the author's purpose for writing the text

maximum score : 12

Final result = $\frac{\text{getting score}}{\text{Max score}} \times 100 = \text{.....}$

3RD MEETING

1. Make a simple announcement for your classmates (free topic) in Ms. Word form creatively !

Writing Scoring rubric

No	Assessment rubrics	Grade		
		3	2	1
1.	Organization	Good	Enough	Less
2.	Logical Development	Good	Enough	Less
3.	Grammar	Good	Enough	Less
4.	Punctuation and Spelling	Good	Enough	Less
5.	Creativity	Very excelent	Excellent	Enough

maximum score : 15

Final result = $\frac{\text{getting score}}{\text{Max score}} \times 100 = \text{.....}$