



RENCANA PELAKSANAAN PEMBELAJARAN TAHUN PELAJARAN 2021-2022



(Sesuai Edaran Mendikbud Nomor 14 Tahun 2019)

Sekolah : SMA Negeri 51 Jakarta
Mata Pelajaran : Bahasa Inggris
Kelas/Semester : X/1
Materi Pokok : Announcement
Alokasi Waktu : 10 menit (1 x pertemuan)

A. Kompetensi Inti (KI)

- KI 1 : Menghayati dan mengamalkan ajaran agama yang dianutnya
- KI 2 : Menghayati dan mengamalkan perilaku jujur, disiplin, tanggungjawab, peduli (gotong royong, kerjasama, toleran, damai), santun, responsif dan pro-aktif dan menunjukkan sikap sebagai bagian dari solusi atas berbagai permasalahan dalam berinteraksi secara efektif dengan lingkungan sosial dan alam serta dalam menempatkan diri sebagai cerminan bangsa dalam pergaulan dunia
- KI 3 : Memahami, menerapkan, menganalisis pengetahuan faktual, konseptual, prosedural berdasarkan rasa ingin tahunya tentang ilmu pengetahuan, teknologi, seni, budaya, dan humaniora dengan wawasan kemanusiaan, kebangsaan, kenegaraan, dan peradaban terkait penyebab fenomena dan kejadian, serta menerapkan pengetahuan prosedural pada bidang kajian yang spesifik sesuai dengan bakat dan minatnya untuk memecahkan masalah.
- KI 4 : Mengolah, menalar, dan menyaji dalam ranah konkret dan ranah abstrak terkait dengan pengembangan dari yang dipelajarinya di sekolah secara mandiri, dan mampu menggunakan metoda sesuai kaidah keilmuan.

B. Kompetensi Dasar dan Indikator Pencapaian Kompetensi

No	Kompetensi Dasar	Indikator
1	3.5. Membedakan (C2) fungsi sosial, struktur teks, dan unsur kebahasaan beberapa teks khusus dalam bentuk pemberitahuan (announcement), dengan memberi dan meminta informasi terkait kegiatan sekolah, sesuai dengan konteks penggunaannya.	3.5.1. Menemukan (C4) makna secara kontekstual terkait fungsi sosial, struktur teks dan unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement) dengan menjawab pertanyaan. 3.5.2. Menganalisis (C5) fungsi sosial, struktur teks dan unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement) dengan melengkapi tabel.
2	4.5.2. Menyusun (P4) teks khusus dalam bentuk pemberitahuan (announcement), lisan dan tulis, pendek dan sederhana, dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, secara benar dan sesuai konteks.	4.5.2.1. Menulis (P4) sebuah teks pemberitahuan (announcement) terkait kegiatan di sekolah dengan benar dan menarik.

C. Tujuan Pembelajaran

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

- 3.5.1. **Menemukan (C4)** makna secara kontekstual terkait fungsi sosial, struktur teks dan unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement) dengan menjawab pertanyaan secara tepat dan benar sesuai konteks.
- 3.5.2. **Menganalisis (C5)** fungsi sosial, struktur teks dan unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement) dengan melengkapi tabel dengan benar.
- 4.5.2.1. **Menulis (P4)** sebuah teks pemberitahuan (announcement) sederhana terkait kegiatan di sekolah menggunakan aplikasi berbasis web dengan benar dan design yang menarik.

sehingga setelah selesai pembelajaran peserta didik dapat mencapai nilai KKM (75) dengan penuh tanggung jawab dan disiplin, serta terlatih untuk dapat bekerjasama dalam kelompok.

D. Materi Pembelajaran

- Isi, fungsi sosial, struktur teks, unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement)

E. Kegiatan Pembelajaran

Pertemuan Pertama

Tahap Pembelajaran	Kegiatan Pembelajaran	Nilai Karakter	Kecakapan Abad 21 (4C)	Alokasi Waktu	Media
	Online				
Kegiatan Pendahuluan					
Orientasi	<ul style="list-style-type: none"> • Peserta didik memberi salam, berdoa dan mengisi absensi serta menyiapkan diri, buku catatan, alat tulis dan air minum untuk mengikuti proses pembelajaran 	Religius Jujur	Communication	3'	<i>Google Meet</i> (Sinkronis)
Apersepsi dan pemberian motivasi	<ul style="list-style-type: none"> • Peserta didik menyimak penjelasan guru tentang manfaat, tujuan dan gambaran kegiatan pembelajaran. • Quotation 	Tanggung jawab	Communication		(Sinkronis)
Kegiatan Inti					
<i>Stimulation</i> (pemberian rangsangan)	<ul style="list-style-type: none"> • Peserta didik mengamati beberapa gambar (TPACK) pemberitahuan (announcement) yang ditampilkan melalui <i>Slide PPT</i>. 	Dicipline	Presentation	5'	PPT (Sinkronis)
<i>Statement</i> (identifikasi masalah)	<ul style="list-style-type: none"> • Peserta didik membaca satu teks pemberitahuan (announcement) yang ada di dalam gambar. 	collaboration	Presentation and discussion		(Sinkronis)
<i>Data Collection</i> (pengumpulan data)	<ul style="list-style-type: none"> • Peserta didik menjawab (HOTS) pertanyaan guru tentang gambar yang ditayangkan: <ol style="list-style-type: none"> 1. <i>Where do you see such kinds of announcements?</i> 2. <i>Who might be interested in reading those texts?</i> • Peserta didik mencari informasi melalui link yang telah diberikan guru tentang fungsi sosial, struktur teks dan unsur kebahasaan beberapa teks pemberitahuan 	collaboration Dicipline	Critical thinking Communication Communication		(Asinkronis) https://www.youtube.com/watch?v

	(announcement) dengan melengkapi tabel.		Critical thinking	=StbZ7JB4N2I&t=410s
<i>Data Processing</i> (pengolahan data)	<ul style="list-style-type: none"> • Peserta didik berdiskusi dalam kelompok yang telah ditentukan untuk membahas tentang fungsi sosial, struktur teks dan unsur kebahasaan dengan menjawab pertanyaan melalui Google Jamboard terkait isi teks: <ol style="list-style-type: none"> 1. <i>What is the social function of the announcement?</i> 2. <i>What is the essential information in the announcement?</i> 3. <i>What is the opening part of the announcement?</i> 4. <i>What is the closing part?</i> 5. <i>Do you think this type of announcement could be adapted in our school? Can we use this kind of announcement in our school?</i> 6. <i>Can you give us an example?</i> • Peserta didik dan guru bersama-sama membahas hasil diskusi. • Peserta didik membaca dengan teliti tentang petunjuk draft menulis teks khusus berbentuk pemberitahuan (announcement) yang diberikan guru (Peserta didik juga bisa mengaksesnya melalui Google Classroom) • Peserta didik secara berkelompok memilih topik announcement yang yang diberikan guru. • Peserta didik secara berkelompok mengisi draft dan merancang design announcement berdasarkan topik yang mereka pilih. • Peserta didik secara kelompok diminta untuk menyusun pengumumanan (HOTS) dalam Bahasa Inggris yang sederhana tentang: <i>Pemberitahuan kepada orang tua (tidak ada kegiatan belajar mengajar pada tanggal 17 Agustus)</i> dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, secara benar dan sesuai konteks. • Peserta didik secara kelompok diminta untuk menyusun pengumumanan (HOTS) dalam Bahasa Inggris yang sederhana tentang: <i>Kegiatan Upacara bendera pada tanggal</i> 	collaboration Dicipline collaboration Dicipline	Critical thinking Communication Communication and discussion	(<i>Sinkronis</i>) https://jambord.google.com/d/1WiNapW0Si9gcYwAa7qZohgmb42rnVDu4Ywi6sivKROo/edit?usp=sharing

	<p>17 Agustus dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, secara benar dan sesuai konteks.</p> <ul style="list-style-type: none"> • Peserta didik secara berkelompok membuat (HOTS) teks khusus berbentuk <i>announcement</i> terkait kegiatan sekolah menggunakan aplikasi Canva dan diunggah di media social. 				
Verification (pembuktian)	<ul style="list-style-type: none"> • Peserta mengerjakan LKPD • Peserta dan guru membahas hasil LKPD 	collaboration Dicipline	Critical thinking Communication		<p>Google Classroom https://drive.google.com/file/d/1sU39bUPebpEiFMG6pJlxmDvVNO0okAk5/view?usp=sharing</p> <p><i>Asinkronis</i></p>
Generalization (kesimpulan)	<ul style="list-style-type: none"> • Peserta didik dengan bimbingan guru menyimpulkan poin penting terkait materi pembelajaran. • Peserta didik mengerjakan evaluasi menggunakan G-form dan mengumpulkannya melalui <i>google classroom</i>. 	Dicipline Tanggung jawab Jujur	Critical thinking Communication		<i>Asinkronis</i>
Penutup					
	<ul style="list-style-type: none"> • Peserta didik bersama Guru melakukan refleksi sejenak tentang apa yang sudah dipelajari dalam pertemuan ini dan sebelumnya. • Peserta didik bersama Guru menyimpulkan pembelajaran hari itu. • Peserta didik menyampaikan kesulitan yang mereka hadapi saat pembelajaran di dalam kelas. • Peserta didik mendapat informasi rencana kegiatan pembelajaran untuk pertemuan berikutnya • Doa dan salam penutup 	Religious	Communication	2'	<i>Sinkronis</i>

F. Penilaian

- a. Sikap melalui pengamatan:
 1. Bekerjasama dan aktif saat diskusi
 2. Bertanggung jawab dalam menyelesaikan tugas
 3. Disiplin, tidak terlambat saat G-Meet, mengupload tugas tepat waktu
- b. Pengetahuan melalui tes tertulis berupa menjawab pertanyaan terkait isi teks khusus berbentuk *announcement*, menjawab pertanyaan terkait fungsi sosial, struktur teks dan unsur kebahasaan, melengkapi outline/draft menulis terkait analisa struktur teks dan unsur kebahasaan teks pemberitahuan terkait kegiatan sekolah dengan instrumen dan rubrik

- penilaian pengetahuan.
- c. Penilaian keterampilan melalui produk berupa flyer yang sederhana sesuai dengan instrumen berdasarkan draft yang telah dibuat dan kemudian di presentasikan dan di upload di sosial media dengan instrumen dan lembar penilaian keterampilan.

G. Tindak Lanjut Remedial

Peserta didik yang belum mencapai KKM (75) diberi tugas untuk membaca beberapa teks pemberitahuan (*announcement*) tulis terkait kegiatan sekolah atau menuliskan teks pemberitahuan (*announcement*) terkait kegiatan sekolah. Setelah seminggu guru mengevaluasi kemajuan kompetensi peserta didik dalam menangkap makna dan atau menyusun teks. Kemudian guru melaksanakan penilaian remedial.

Pengayaan

Bagi peserta didik mempunyai nilai di atas KKM (75) diberi pengayaan berupa tugas mandiri untuk membaca dan atau menuliskan teks pemberitahuan (*announcement*) tulis terkait kegiatan sekolah sesuai dengan konteks penggunaannya. Kemudian mempublikasinya melalui blog/website sekolah.

Jakarta, 2 Januari 2022

Guru Bidang Studi

Nenik Prihartini, S.Pd
NIP. 198106202008032001

Mengetahui
Kepala Sekolah

Solihin, M.Pd
NIP. 197201202008011011

PEMERINTAH PROVINSI PAPUA
DINAS PENDIDIKAN
SMAN 51

LAMPIRAN

1. Bahan ajar
2. LKPD
3. Media (PPT)
4. Alat evaluasi (soal + kunci jawaban/rubrik)
5. Materi Remedial/pengayaan

LAMPIRAN 1

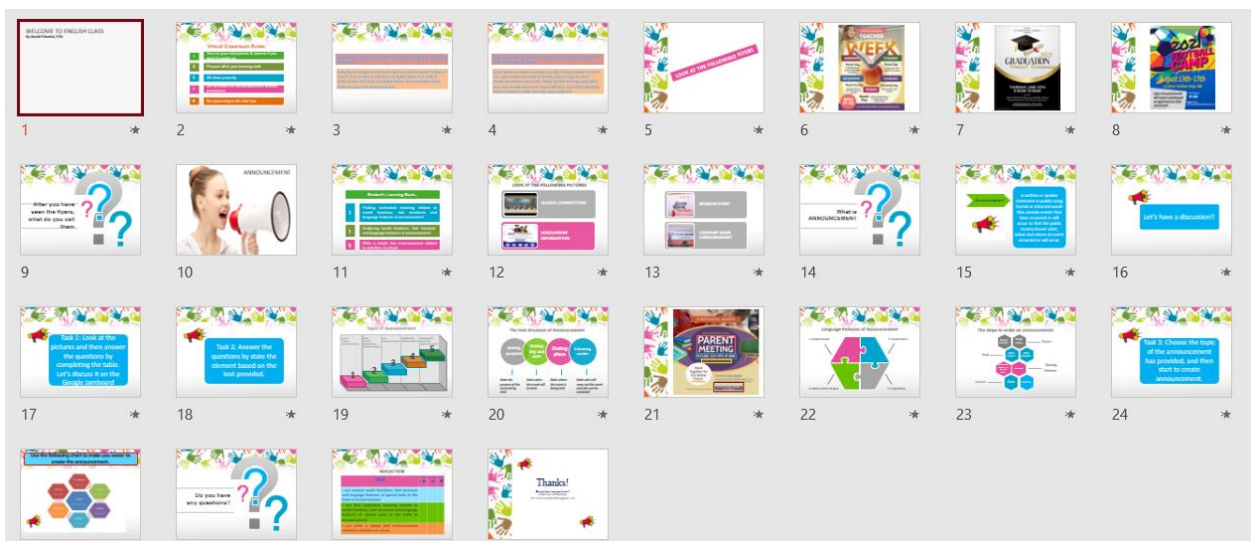
BAHAN AJAR

Pertemuan 1

- 3.5.1. **Menemukan (C4)** makna secara kontekstual terkait fungsi sosial, struktur teks dan unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement) dengan menjawab pertanyaan secara tepat dan benar sesuai konteks.
- 3.5.2. **Menganalisis (C5)** fungsi sosial, struktur teks dan unsur kebahasaan teks khusus dalam bentuk pemberitahuan (announcement) dengan melengkapi tabel dengan benar.
- 4.5.2.1. **Menulis (P4)** sebuah teks pemberitahuan (announcement) sederhana terkait kegiatan di sekolah menggunakan aplikasi berbasis web dengan benar dan design yang menarik

Uraian Materi

The Definition, Social Function and Language Features of Announcement



LKPD ANNOUNCEMENT

1. Task 1: Look at the pictures and then answer the questions by completing the table below.



1



2



3



4

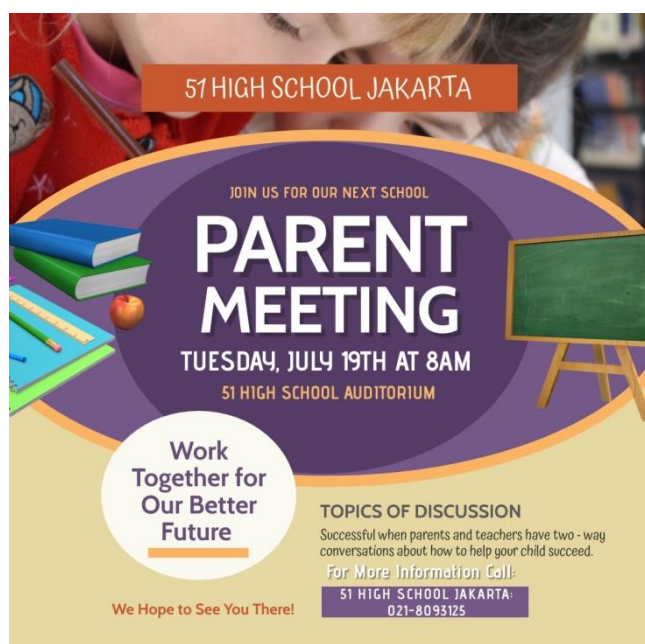


5

Text Number	Where to find	Purposes	Target Readers	Heading	Detail Information
1					
2					
3					
4					
5					

2. Task 2

Discussion: Answer the questions by state the element based on the text provided.



Questions:

1. What is the social function of the announcement?
2. What is the essential information in the announcement?
3. What is the opening part of the announcement?
4. What is the closing part of the announcement?
5. Do you think this type of announcement could be adapted in our school? Can we use this kind of announcement in our school?
6. Can you give us an example?

3. **Task 3:** Choose the topic of the announcement has provided, and then start to create an announcement. Pay attention to the chart has given by your teacher.



- a) Announcement to parents (no teaching and learning activities on 17 August 2021) due the commemoration of Indonesia's Independence Day.
- b) Announcement regarding to the Flag Ceremony Activities on August 17th 2021.

EVALUASI

MULTIPLE CHOICES

Choose the right answer, a, b, c, d or e.

This text is for questions no 1 - 4

Let's explore the World through Reading Club.
In connection with Literacy Program Development, we are going to form a reading club. In the club, we are going to read and discuss various books such as education, history, geography, psychology etc. The meeting for discussion is held:

Day	: Saturday
Time	: 09.00 a.m. to 11.00 p.m.
Venue	: AV room

If you have interest in reading and are committed individuals, you are deserved to be members of the club.
For further information contact Nila: 08158030833

1. What is the announcement mainly about?
 - A. Recruitment for Reading Club members.
 - B. The place of Reading Club meeting.
 - C. Up Coming Event of Reading Club.
 - D. Literacy Program Development.
 - E. Reading Club Activity.
2. What is the primary reason to establish the Reading Club?
 - A. To explore the world.
 - B. To develop education.
 - C. To read historical books.
 - D. To develop literacy program.
 - E. To develop interest in reading.
3. It is implicitly expected that the Reading Club members will be ...
 - A. kind
 - B. friendly
 - C. wealthy
 - D. generous
 - E. knowledgeable
4. What does the word *committed* mean?
 - A. Casual
 - B. Devoted
 - C. Apathetic
 - D. Obligated
 - E. Uninterested

This text is for questions no 5 - 7

Ladies and gentlemen on behalf of the crew I ask that you please direct your attention to the monitors above as we review the emergency procedures. There are six emergency exits on this aircraft. Take a moment to locate the exit closest to you. Note that the nearest exit may be behind you. Count the number of rows to this exit. Should the cabin experience sudden pressure loss, stay calm and listen for instructions from the cabin crew. Oxygen masks will drop down from above your seat. Place the mask over your mouth and nose, like this. Pull the strap to tighten it. If you are traveling with children, make sure that your own mask is on first before helping your children. In the unlikely event of an emergency landing and evacuation, leave your carry-on items behind. Life rafts are located below your seats and emergency lighting will lead you to your closest exit and slide. We ask that you make sure that all carry-on luggage is stowed away safely during the flight. While we wait for takeoff, please take a moment to review the safety data card in the seat pocket in front of you.

5. What does the text talk about?
- A. An emergency procedure
 - B. An emergency lighting
 - C. The emergency exits
 - D. Cabin monitors
 - E. Safety briefing
6. "Pull the strap to tighten it." The underlined word has the similar meaning as
- A. line
 - B. rope
 - C. string
 - D. leash
 - E. mask
7. We can infer from the text that ...
- A. all the luggage have to put away during the flight
 - B. passengers have to follow to the instruction the safety data card
 - C. the cabin crew has to give instruction during the emergency situation
 - D. all passengers must stay on their seat when there emergency landing
 - E. passengers does not allow to bring their luggages in emergency situation

This text is for questions no 8 - 9

To: All Department Managers

There will be a meeting this afternoon, December 5th, 2017 at 1 pm in the meeting room.

The meeting will discuss the customers' complaints since the topic is very important, presence is a must. Please, come on time and do not forget to bring documents needed.

Thank you.
Director

8. What is the announcement about?
- A. Customer's meeting.
 - B. Customers' complaints.
 - C. The presence in the meeting.
 - D. An important meeting for managers.
 - E. An important meeting for Customers.
9. The topic which will be discussed in the meeting is ...
- A. department managers
 - B. important complaints
 - C. customers' complaints
 - D. customers' demands
 - E. director's plans

Announcement

To: All customers,

Due to the severe fire that happened last week, our company, *Rainbow Corporation* has to renovate some buildings. The renovation will be time-consuming and consequently our office will be temporarily moved to Flamboyant Street 16 about 500m from our company. We will not stop our production, but it will influence our production process, such as the delay of product making, tardiness of product delivery and other services.

Sorry for the inconvenience.

Thank you.

Mr. Johnson

General Manager

10. What is the topic of the announcement?
- A. The delay of product making.
 - B. The severe fire at the company.
 - C. The renovation of some buildings.
 - D. The company's temporary address.
 - E. The production process of the company.

LAMPIRAN 2

RUBRIK PENILAIAN

Lembar Pengamatan Sikap Peserta didik

No	Indikator Sikap.	Cermat melakukan tugas	Aktif menjawab pertanyaan	Santun menggunakan b.	Bertanggungjawab dan menghargai orang lain dalam	Kedisiplinan dalam tugas	Nilai rata-rata (kualitatif/huruf).
	Nama Peserta didik.						
1							
2							
3							
4							

Note: Setiap aspek menggunakan skala 1 s.d. 5

1 = Sangat Kurang 3 = Cukup 5 = Amat Baik
2 = Kurang 4 = Baik

Pedoman Penskoran Rubrik Penilaian Uraian

No	Uraian	Skor
1.	Jawaban benar	20
2.	Jawaban salah	0
Skor maksimum		100

$$\text{Nilai siswa} = \frac{\text{Skor Perolehan}}{\text{Skor Maksimal}} \times 100$$

$$= \frac{\text{Skor Perolehan}}{100} \times 100$$

Rubrik Penilaian Uraian

No	Uraian	Skor
1.	Jawaban benar	16.6
2.	Jawaban salah	0
Skor maksimum		100

$$\text{Nilai siswa} = \frac{\text{Skor Perolehan}}{\text{Skor Maksimal}} \times 100$$

$$= \frac{\text{Skor Perolehan}}{100} \times 100$$

**Pedoman Penskoran
Rubrik Penilaian Pilihan Ganda**

No	Uraian	Skor
1.	Jawaban benar	10
2.	Jawaban salah	0
Skor maksimum		100

$$\text{Nilai siswa} = \frac{\text{Skor Perolehan}}{\text{Skor Maksimal}} \times 100$$

$$= \frac{\text{Skor Perolehan}}{100} \times 100$$

WRITING RUBRIC ASSESSMENT

Group :

Class/Number :/

No	Criteria to be assessed	Low performance 7	Good Performance 8	Very Good Performance 9	Score
1.	Text Organization	Doesn't use the correct text organization	Use the correct text organization but has not elaborated the idea	Use the correct text organization and with elaborated idea	
2.	Sentence formation	Use simple sentences	begins to vary simple sentences and compound sentences	Use simple sentences, compound sentences and complex sentences correctly	
3.	Grammar	Too many mistakes	6 until 10 mistakes	Under 5 mistakes	
4.	Vocabulary	Basic Vocabulary, less precise	Developed vocabulary	Purposefully chosen vocabulary	
5.	Mechanic	Some errors with spelling and punctuation	Mostly effective use of mechanics; errors do not detract from meaning	Effective use of capitalization, punctuation, and spelling	
6.	Tidiness and deadline	Write awkwardly, Unreadable, submit late more than 3 days from the deadline	Write quite neatly, quite clear font, submit late three days from the deadline	Write neatly, clear font, submit the work in/on time	
Total score					
Final Score = Total score : 6					

LAMPIRAN 3

KUNCI JAWABAN

TASK 1

NO	ANSWER					SCORE
1	Public place	To announce the event about family gardening	People who want to improve their knowledge	Family gardening is going green	A seminar held by University of Illionis Extension Service	20
2	School	To inform about school event and graduation for the students	Students	Graduate 2021	A graduation event held by Fox Lane High School	20
3	Public place	To seek people who have the mentioned requirements	Job seekers	We're hiring	Job vacancy for full time waiters	20
4	Company	To announce audience about the new position of someone in a company	Career professionals /customer	We're delighted to announce that ...	The company is intended for promoting the new position of Sara Tennen who will become an executive director	20
5	Public place/send it individually	To announce the event about wedding party	Family/relatives/people who want to attend the event	You are cordially invited to celebrate the wedding of ...	A wedding party held by Citra & lkal. They invite the audience to come to celebrate the party.	20
Total Score						100

$$\text{Nilai siswa} = \frac{\text{Skor Perolehan}}{\text{Skor Maksimal}} \times 100$$

$$= \frac{\text{Skor Perolehan}}{100} \times 100$$

TASK 2

No	Jawaban	Skor
1	To inform the parents about meeting discussion with the teachers	16.6
2	Conversation between the parents and the teachers to help the children succeed in their study	16.6
3	Join us for the next school	16.6
4	We hope to see you there	16.6
5	Jawaban bisa bervariasi Contoh jawaban siswa: I think this type of announcement can be adapted in our school, because the discussion between parents and teachers really needed. I don't think this type of announcement can be adapted in our school, because not all school has the same programme.	16.6
6	Jawaban bisa bervariasi Contoh jawaban siswa: The announcement of parent meeting talking about school rules	16.6
Skor maksimum		100

TASK 3

Contoh Jawaban Peserta Didik



EVALUASI

No	Jawaban	Skor
1	A	10
2	A	10
3	E	10
4	D	10
5	A	10
6	D	10
7	A	10
8	E	10
9	C	10
10	C	10
Skor maksimum		100

$$\text{Nilai siswa} = \frac{\text{Skor Perolehan}}{\text{Skor Maksimal}} \times 100$$

$$= \frac{\text{Skor Perolehan}}{100} \times 100$$