

**DESIGNING PERSONAL AND SOCIAL RESPONSIBILITY  
SKILLS - INTEGRATED WRITING SYLLABUSES  
(Design and Development Study of ELESP Syllabuses)**



**A Thesis submitted in Partial Fulfilment of the Requirement for the Degree of  
Master Program of English Language Education**

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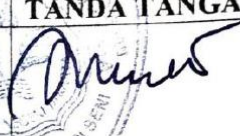

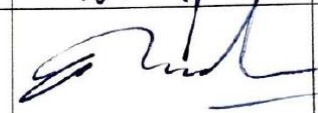
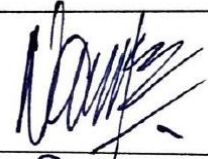



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## ABSTRACT

Samosir, Murni. (2020). *Designing Personal and Social Responsibility Skills– Integrated Writing Syllabuses (Design and Development Study of ELESP Syllabuses)*. Thesis. Master Program of English Language Education Study Program, Faculty of Languages and Arts, Universitas Negeri Jakarta.

The advance of technology has changed the way people lived and worked, the way people thought, and the kinds of tools they used for work. Personal and social responsibility skills are taken to include cultural awareness and cultural competence which covers attitudes, values, and ethics. This study was conducted to integrate personal and social responsibility skills in English, especially in writing syllabuses for English Language Education Study Program (ELESP). In doing this study, Research and Development (R&D) was used as the method by applying six steps. They are 1). Need Analysis, 2). Objectives Statements, 3). Preliminary Syllabuses Development, 4). Preliminary Syllabuses Evaluation, 5). Prototype Syllabus Revision, and Prototype Syllabus Presentation. There are three objectives of this study, namely: 1). to investigate the existing writing syllabuses of ELESP in accommodating personal and social responsibility skills, 2). to present the steps used in designing the personal and social responsibility skills-integrated writing syllabuses for ELESP, and 3). to describe the personal and social responsibility skills-integrated writing syllabuses for ELESP. From the investigation of the existing syllabuses, it showed that personal and social responsibility has been accommodated in six syllabus' components; Course Description, Learning Objectives, Indicators, Learning Method and Technique, Learning Experience, and Assessment–Course Policy and Grading Policy. Based on the result of investigation, the study infused descriptors of personal and social responsibility skills in writing syllabuses. The integrated writing syllabuses consist of Basic Writing, Professional Writing, Creative Writing, and Academic Writing.

**Keywords: personal and social responsibility, writing, syllabus, CEFR, ELESP**

## ABSTRAK

Samosir, Murni. (2020). *Merancang Silabus Mata Kuliah Keterampilan Menulis Berbasis Tanggungjawab Pribadi dan Sosial (Studi dan Pengembangan Silabus Program Studi PBI)*. Tesis. Program Magister Pendidikan Bahasa Inggris, Fakultas Bahasa dan Seni, Universitas Negeri Jakarta.

Kemajuan teknologi telah mengubah cara manusia hidup, bekerja, berpikir, and jenis-jenis peralatan yang dibutuhkan untuk bekerja. Tanggungjawab pribadi dan sosial mencakup kesadaran dan kecakapan berbudaya yang meliputi perilaku, nilai-nilai dan etika. Studi ini dilakukan untuk mengintegrasikan kemampuan bertanggungjawab secara pribadi dan sosial di dalam Bahasa Inggris, khususnya di dalam silabus menulis untuk Program Studi Pendidikan Bahasa Inggris. Dalam melakukan studi ini, Metode Studi dan Pengembangan digunakan dengan mengaplikasikan enam langkah; 1). Analisa Kebutuhan, 2). Pernyataan Tujuan, 3). Pengembangan Silabus, 4). Evaluasi Silabus, 5). Revisi Silabus, dan 6). Sajian Silabus Prototipe. Ada 3 tujuan dari studi ini, yaitu 1). Menginvestigasi sejauh mana silabus yang tersedia mengakomodasi kemampuan bertanggungjawab secara pribadi dan sosial, 2). Menyajikan langkah-langkah untuk mengintegrasikan kemampuan bertanggungjawab secara pribadi dan sosial ke dalam silabus menulis, dan 3). Menyajikan silabus menulis yang terintegrasi dengan kemampuan bertanggungjawab secara pribadi dan sosial untuk Program Studi Pendidikan Bahasa Inggris. Hasil investigasi menunjukkan bahwa kemampuan bertanggungjawab secara pribadi dan sosial telah terakomodasi di enam komponen silabus, yaitu: Deskripsi Mata Kuliah, Tujuan Pembelajaran, Indikator, Metode dan Teknik Pengajaran, Pengalaman Pembelajaran, dan Penilaian-Peraturan Mata Kuliah dan Ketentuan Penilaian. Berdasarkan penemuan di atas, maka studi ini mengintegrasikan deskriptor-deskriptor dari kemampuan bertanggungjawab secara pribadi dan sosial ke dalam silabus menulis. Silabus menulis yang terintegrasi terdiri dari *Basic Writing*, *Professional Writing*, *Creative Writing*, dan *Academic Writing*.

**Kata Kunci:** Tanggungjawab pribadi dan sosial, menulis, silabus, CEFR, PBI



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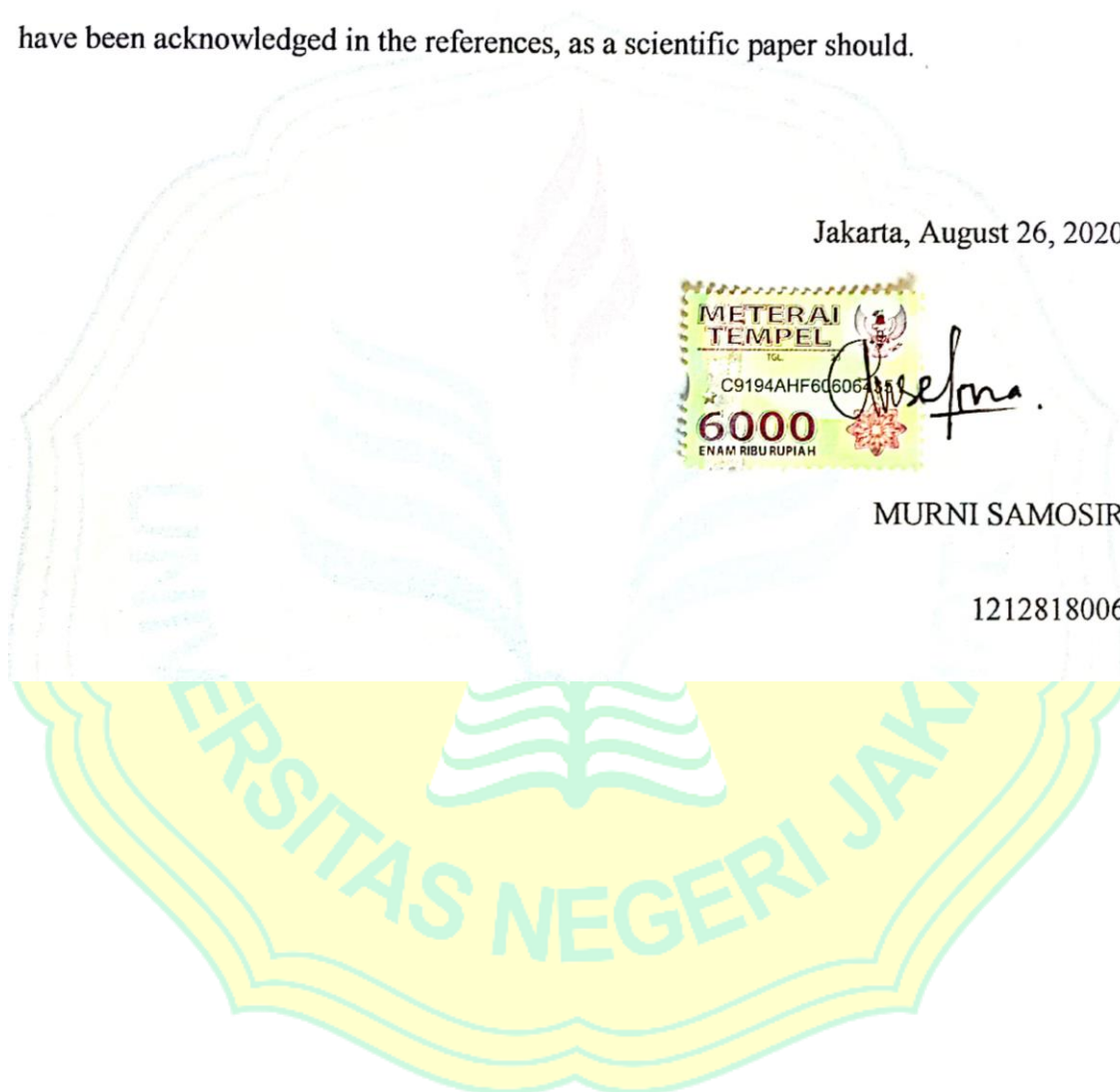
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Jakarta, August 26, 2020



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MURNI SAMOSIR



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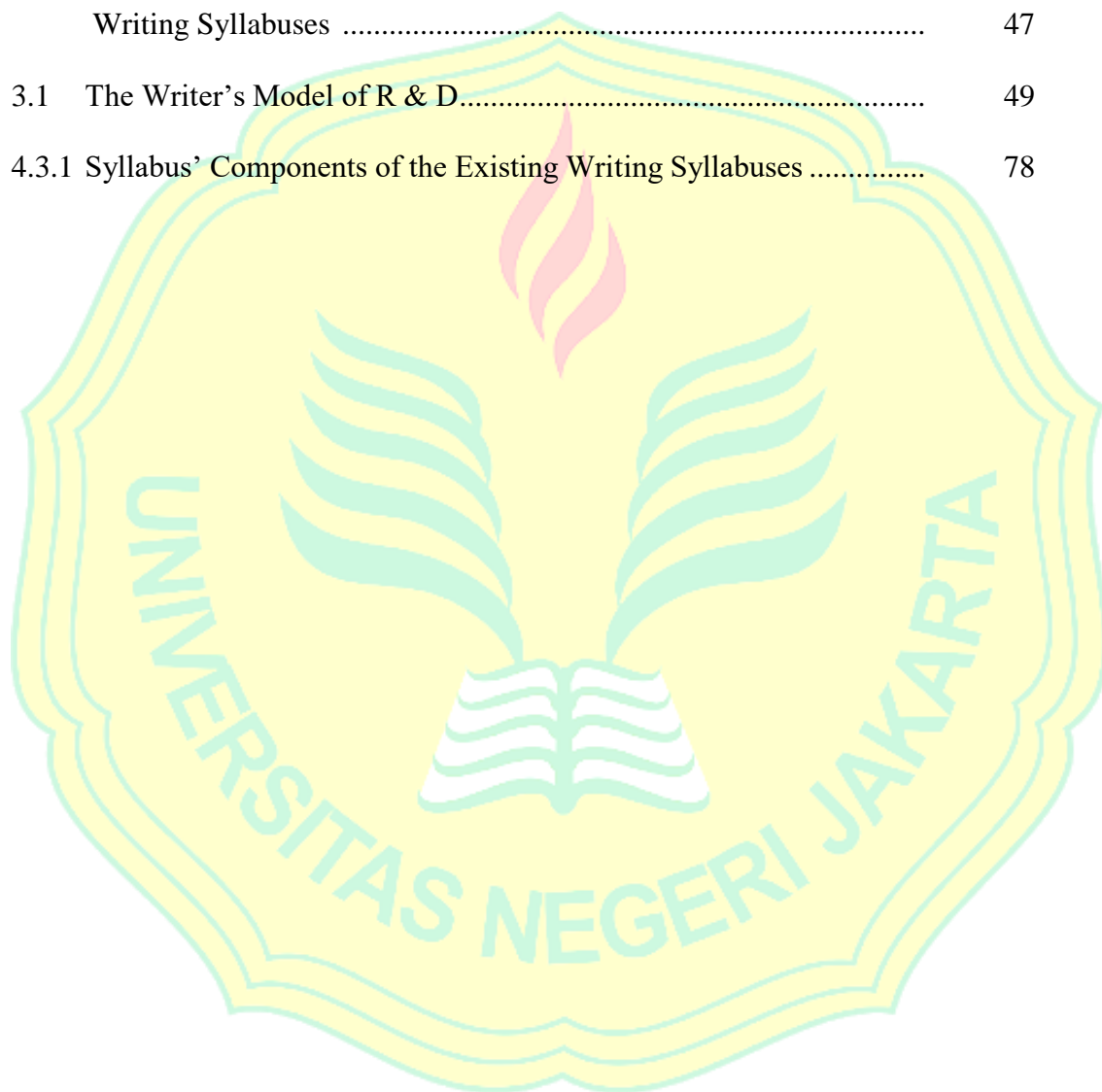
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