CHAPTER III

METHODOLOGY

This chapter provides the methodology used in resolving the research in the study. There are four, five sections in this methodology chapter. There are Research Method, Data Source, Data, Data Collecting Procedures and Data Analysis Procedure.

3.1 Research Method

This research is conducted concerning to content analysis method by using Systemic Functional Linguistics procedure. Content Analysis method is a method that focuses on interpreting meaning from the content of data in natural concept by categorizing the data, analyzing data through relevant theory and counting and comparing the content that followed by interpreting the context. (Sarah E. Shannon, 2005). The used of Systemic Functional Linguistic by Halliday was purposed to answering the research question: "What are the structure of nominal groups representing the participants in English and Indonesian versions of a legal document on export?". SFL in term of Transitivity was used to break down the data into clauses. Transitivity system was used to break the clauses down into three elements, participant, process and circumstances that made the researcher easier to classify not only the clauses with participants and clauses without participants but also the names and positions of participants. Beside the theory of nominal group was used to analyze the participants that appeared in English and Indonesian versions of legal document on export. Halliday's theory of Nominal

Group was used to analyze participants in English and Indonesian version of the data source.

3.2 Data Source

The source of data in this research was English and Indonesian versions on a legal document on export that was produced by a local legal institution. A 2011's provision, that consists of duties, rights, functions, statuses and orders, was written in two languages versions: English and Indonesian. The data was taken from page 13 until page 24 with total 12 pages because on that pages was the discussion of the policy is started. There are 97 clauses in Indonesian version and 93 clauses in English version with total 190 clauses.

3.3 Data

The data of the analysis was clauses with participants that appeared in the source of data. The data was consists of 152 participants of 82 clauses in Indonesian and 137 participants of 78 clauses in English. The clauses with participants were labeled in process types and grouped by nominal groups.

3.4 Data Collecting Procedure

The first step of data collecting procedure was searching any references that could be used to be analyzed, then the researcher found and chose bilingual legal document on export as the source of data because export gave many benefits to the nation.

The second step of the collecting data was started by reading the whole text of the source of data. Then, the researcher chose page 13 to 24 as the representative of the book then separated it into clauses by using transitivity.

The third steps was highlighted the verbal groups in each clauses to know the participants and circumstances. The verbal groups represented the processes and showed the type of process.

Table of Process in English Version (Table 3.1)

No	Conjunction	Clause	Type of Process
5	And	the service fees **are charged** to the Government;	**Material Process**

Table of Process in Indonesian Version (Table 3.1.1)

No	Conjunction	Clause	Type of Process
5	Dan	biaya yang ditimbulkan **dibebankan** kepada pemerintah	**Material Process**

The fourth steps was highlighted the participants in the clauses then, label it into the participant 1, participant 2, participant 3 etc and named it based on the types of processes.

Table of Participant in English Version (Table 3.2)

No	Clause No.	PARTICIPANT					
		Participant 1	Type of Participant	Participant 2	Type of Participant	Participant 3	Type of Participant
5	EN-CL 5	the service fees	RANGE	the Government	ACTOR		

Table of Participant in Indonesian Version (3.2.1)

No	Clause No.	PARTICIPANT					
		Participant 1	Type of Participant	Participant 2	Type of Participant	Participant 3	Type of Participant
5	IN-CL 5	biaya yang ditimbulkan	RANGE	Pemerintah	ACTOR		

By breaking down the participants, the existences of participants in each clause were visible. When the columns of PARTICIPANT were filled, it meant that the participants were attached in the clauses. This procedure was applied both in Indonesian and English version of the bilingual text. Through this procedure, the researcher could see the percentage of participants in the source text.

3.5 Data Analysis Procedure

The clauses of the English and Indonesian versions of a legal document on export are analyzed by using some steps. The first step to analyze the data was looking into the participant distribution. The participants were arranged from the first participant into the last participant in each clause of text language.

Table of Participant in English Version (Table 3.3)

No.	Clause	Participant Number	Participant
1	EN-CL 5	P1	The service fees
2		P2	The Government

Table of Participant in Indonesian Version (Table 3.3.1)

No.	Clause	Participant Number	Participant
2	IN-CL 5	P2	Pemerintah

After the analyzing the participant distributions, the second step is categorizing the participants in Indonesian and English by using nominal group systems. Both in English and Indonesia have same types of table but in Indonesia, the column of pre-modifier placed not only in front of the head but also after the head before the qualifier.

Table of Nominal Group in English Version (Table 3.4)

Clause No.	Part No.	PRE – MODIFIER					THING	POST – MODIFIER
		DEICTIC	DEICTIC2	NUMERATIVE	EPITHET	CLASSIFIER		QUALIFIER
EN-CL 5	P1	The				service	Fees	
EN-CL 5	P2	The					Government	

Table of Nominal Group in Indonesian Version (Table 3.4.1)

Clause No.	Part No.	PRE – MODIFIER					THING	POST – MODIFIER					POST - MODIFIER
		DEICTIC	DEICTIC2	NUMERATIV F	EPITHET	CLASSIFIER		DEICTIC	DEICTIC2	NUMERATIV F	EPITHET	CLASSIFIER	QUALIFIER
IN-CL 5	P1						Biaya					Yang ditimbulkan	
IN-CL 5	P2						Peme-rintah						

After analyzing the elements of participants by using English nominal group, the third step was identifying the head of the nominal group. The researcher categorized the head of the nominal group into three classifications: Pronoun, Proper noun or names and Common noun that was divided into two types: person and object which consists of two types: abstract and concrete then counted it. Both in English and Indonesia have different tables but in same format of tables.

Table of Head in English Version (Table 3.5)

NO.	Clause	Part. No	THING/HEAD	Pronoun	Proper Noun/Name	Common Noun		
							Object	
						Person	Concrete	Abstract
1	EN-CL 5	P1	Fees					√
2	EN-CL 5	P2	Government			√		

Table of Head in Indonesian Version (Table 3.5.1)

NO.	Clause	Part. No	THING/HEAD	Pronoun	Proper Noun/Name	Common Noun		
							Object	
						Person	Concrete	Abstract
1	IN-CL 5	P1	Biaya					√
2	IN-CL 5	P2	Pemerintah			√		

After the heads were identified, the fourth step was identifying the classifiers that modified the heads by categorizing the classifier by using

Halliday's theory that classify the classifier into seven sets of items: Material, Scale and Scope, Purpose and Function, Origin, Mode of Operation and Other Feature then count it. Both in English and Indonesia have different tables but in same format of tables.

Table of Classifier in English Version (Table 3.6)

NO.	Clause	Part. No.	CLASSIFIER	Material	Scale / Scope	Purpose /Function	Status / Rank	Origin	Mode of Operation	Other Feature
1	EN-CL 75	P1	ET-Rough				√			
2	EN-CL 76	P1	ET-Rough				√			

Table of Classifier in Indonesian Version (Table 3.6.1)

NO.	Clause	Part. No.	CLASSIFIER	Material	Scale / Scope	Purpose /Function	Status / Rank	Origin	Mode of Operation	Other Feature
1	IN-CL 33	P2	PEN							√
2	IN-CL 34	P2	Ekspor						√	

After the classifiers were identified, the fifth step was identifying the epithets that are modifying the heads by categorizing it into two types of classifications based on Halliday and Matthiewson's theory (2004: 318): Experiential Epithet and Interpersonal Epithet then count it. Both in English and Indonesia have different tables but in same format of tables.

Table of Epithet in English Version (Table 3.7)

NO.	Clause	Part. No	EPITHET	Experiential	Interpersonal
1	EN-CL 48	P2	FALSE	√	
2	EN-CL 56	P1	Rough		√

Table of Epithet in Indonesian Version (Table 3.7.1)

NO.	Clause	Part. No	EPITHET	Experiential	Interpersonal
1	IN-CL 44	P1	Beku	√	

After the epithets were identified, the sixth step was identifying the numeratives that are modifying the heads by using Halliday's (2004:318) theory

that classify numerative into two numeratical features are Quantiving Numerative and Ordering Numerative then count it. Both in English and Indonesia have different tables but in same format of tables.

Table of Numerative in English Version (Table 3.8)

NO.	Clause	Part. No.	NUMERATIVE	Qualitative (1, 2, 3,..)	Ordering (First, Second, Third,..)
1	EN-CL 72	P2	3	X	

Table of Numerative in Indonesian Version (Table 3.8.1)

NO.	Clause	Part. No.	NUMERATIVE	Qualitative (1, 2, 3,..)	Ordering (First, Second, Third,..)
1	IN-CL 72	P2	3	X	

After the numeratives were identified, the seventh step was identifying the deictic that are modifying the heads by using Levirson (1984) and Fillmore (1997) theory that were cited by Holger Diessel (2012), there are five distributions of deictic: Person, Place, Time, Discourse and Social and then those are counted. Both in English and Indonesia have different tables but in same format of tables.

Table of Deictic in English Version (Table 3.9)

NO.	Clause	Part. No	DEICTIC	Person	Place	Time	Discourse	Social
1	EN-CL 2	P2	The	√				
2	EN-CL 4	P2	The	√				

Table of Deictic in Indonesian Version (Table 3.9.1)

NO.	Clause	Part. No	DEICTIC	Person	Place	Time	Discourse	Social
1	IN-CL 47	P2	Suatu				√	
2	IN-CL 50	P2	Suatu				√	

After the deictic were identified, the eighth step was identifying the qualifiers that modified the heads by using Halliday theory (2004:324) that classify the qualifier into two types of words: phrase and clause. After the qualifiers were known than it was counted. Both in English and Indonesia have different tables but in same format of tables.

Table of Qualifier in English Version (Table 3.10)

NO.	Clause	Part. No	QUALIFIER	PHRASE	CLAUSE
1	EN-CL 4	P2	stipulated by the Minister of Trade		√
2	EN-CL 6	P1	of the verification or technical tracing	√	

Table of Qualifier in Indonesian Version (Table 3.10.1)

NO.	Clause	Part. No	QUALIFIER	PHRASE	CLAUSE
1	IN-CL 1	P2	atas keabsahan dokumen, keberadaan perusahaan, aktivitas ekspor dan produksi		√
2	IN-CL 3	P1	yang termasuk dalam kelompok HS. 4407, … dan Ex. HS. 9406 (khusus bangunan prefabrikasi dari kayu)		√

After the Qualifier were described. All of the steps were done, the research question was answered and the last step was making conclusion of the analysis.