

Silabus

1. Identitas mata kuliah

Nama Mata kuliah	: Basic English for Tourism
Kode mata kuliah	: MR201
SKS	: 2 sks
Semester/jenjang	: 2 (dua)/S1
Kelompok mata kuliah	: MKK Program Studi
Prasyarat	: -
Program Studi	: Manajemen resort dan Leisure
Dosen	: Dra. Kuswardani,M.Ed.

2. Tujuan

The objective of basic professional English is the students are expected to be able to speak English confidently clearly,briefly and professionally with their clients on the phone about everything which is related with their work/professional, describe an excursion about a holiday or past events and everything about places to visit; talk about future plans and intention. The students are also expected to be able to write brochures, leaflets,advertisements; describe about cultural attractions, customs and art,environment and nature, and able to take order in restaurant, offer and accept meals and drink , ask about food/ ask for more food and drink; talk is about preferences and describe what something is made of/from.

3. Deskripsi isi

Mata kuliah Basic English for Tourism adalah mata kuliah Bahasa Inggris yang berkaitan dengan bidang kepariwisataan. Dalam perkuliahannya dipelajari bagaimana berbicara dengan klien melalui telepon, mendeskripsikan hal-hal yang dilakukan saat berlibur dan tempat-tempat wisata yang pernah dikunjungi. Bagaimana menceritakan rencana dan niat di masa depan. Membuat leaflet dan iklan. Mendeskripsikan tentang atraksi-atraksi budaya, adat dan seni , lingkungan dan alam. Bagaimana mengatur pesanan pelanggan di restoran.

4. Pendekatan Pembelajaran

Selama mengikuti perkuliahan ini mahasiswa diwajibkan untuk mengikuti kegiatan :

- Ceramah, Tanya jawab, dan diskusi di kelas
- Praktek percakapan
- Tourday English

5. Evaluasi

Keberhasilan mahasiswa dalam perkuliahan ini ditentukan oleh prestasi yang bersangkutan dalam :

- Kehadiran di kelas
- Partisipasi kegiatan di kelas
- Tugas-tugas lainnya
- UTS dan UAS

6. Rincian materi perkuliahan tiap pertemuan

Pertemuan 1 : Pengantar, Membahas silabus perkuliahan termasuk mengemukakan tentang tujuan, ruang lingkup, prosedur perkuliahan, penjelasan tentang tugas yang harus dilakukan mahasiswa, ujian yang harus diikuti termasuk jenis soal dan cara menyelesaikan/menjawab pertanyaan, dan sumber-sumber belajar .

Pertemuan 2 : Telephoning (1)

- a. taking a call for guests
- b. putting though
- c. explaining engaged
- d. explaining not in
- e. taking and chacking mesagge / infomations
- f. explaining wrong number
- g. the line is bad, etc

Pertemuan 3 : Telephoning (2)

- a. taking a call for guests
- b. putting though
- c. explaining enggaded
- d. explaining not in
- e. taking and chacking mesagge / infomations
- f. explaining wrong number
- g. the line is bad, etc

Pertemuan 4 : Description of an excursion

- a. talking about a holiday/past events
- b. describing ongoing or incomplete activities
- c. talking about future plans and intentions

Pertemuan 5 : Description of an excursion (2)

- a. talking about a holiday/past events
- b. describing ongoing or incomplete activities
- c. talking about future plans and intentions

Pertemuan 6 : Writing (1)

- a. brocures
- b. leaflets
- c. advertisements

Pertemuan 7 : Writing (2)

- a. brocures
- b. leaflets
- c. advertisements

Pertemuan 8 : Ujian Tengah Semester

Pertemuan 9 : Descriptions of a place to visit

- a. describing the location and feature of a city
- b. talking about transport and hotels
- c. talking what to do in a city
- d. talking about the climate

- Pertemuan 10 : Description of one's daily meals (1)
- a. taking an order in a restaurant
 - b. ordering a meal
 - c. offering and accepting a drink
 - d. asking for more and asking about foods
 - e. saying what something is made of
 - f. talking about preferences
- Pertemuan 11 : Description of one's daily meals (2)
- a. taking an order in a restaurant
 - b. ordering a meal
 - c. offering and accepting a drink
 - d. asking for more and asking about foods
 - e. saying what something is made of
 - f. talking about preferences
- Pertemuan 12 : Describing Cultural attractions
- Pertemuan 13 : ASSIGNMENT
- Pertemuan 14 : Describing (1)
- a. places of interest
 - b. customs & art
 - c. environment & nature
 - d. city, etc
- Pertemuan 15 : Describing (2)
- a. places of interest
 - b. customs & art
 - c. environment & nature
 - d. city, etc
- Pertemuan 16 : Ujian Akhir Semester

7. Daftar buku

Buku utama

Kuswardani (2006), *English for Tourism*

Buku referensi

Allen, *Living English structure*, London Longman.

De Freitas, *Survival English*, London, The Macmillan Press Ltd.

Hornel, et al, *English for International Tourism*, London, Longman.

Jones, *Functions in English*, London, Longman..

Leo, Jones, *Welcome English for the Travel & Tourism Industry*
Counbridge, Cup.

Leo, Susanto, *English for professional waiters*, PT . Gramedia Jakarta.

Leo, Susanto, *English for Accommodation Services*, PT . Gramedia,
Jakarta.

Leila, Keane, *International Restaurant English*, PUP , UK

Murphy Raymond, *English Grammar in use*, CUP , New York
MN Long, JC Richards, *Breakthrough*, DUP, Oxford.

Swan and Walters, *The New Concise English Course*, CUP , New York

Strot and Holt, *First Class English for Tourism*, OUP, Oxford.

Scott, Crits and Revell, *Five Star English*, OUP , Oxford

Sranfer Azar, *Bety, Understanding & Using English*.

Grammar, Prentice Hall, New Jersey.

Schrafter, Azar, *Betty, Fundamentals of English Grammar*, PH, NJ.