



UNIVERSITAS ESA UNGGUL

Jalan Arjuna Utara No.9, Kebon Jeruk - Jakarta Barat 11510  
021 - 5674223 (hunting) 021 - 5682510 (direct) Fax : 021 - 5674248  
Website: [www.esaunggul.ac.id](http://www.esaunggul.ac.id), email: [info@esaunggul.ac.id](mailto:info@esaunggul.ac.id)

**SURAT TUGAS**  
**No. 7589/ST-Mengajar/Genap/PAMU/UEU/III/2023**

Berdasarkan Surat Kesiapan Mengajar Dosen (terlampir), maka DEKAN/Kepala PAMU, memberikan tugas kepada :

Nama : HARDIANTI , S.Pd, M.Pd  
No. Dosen / NIP : 7589 / U2171010000  
NIDN / NIDK : 0320109101  
Jabatan Akademik : Asisten Ahli (150)  
Alamat : PERUM DUTA ASRI PALEM 7 BLOK C6 NO.11

Untuk mengajar pada Semester Genap 2022 - 2023 yang berlangsung dari tanggal 20 Maret 2023 sampai dengan tanggal 5 Agustus 2023 untuk mata kuliah:

| No. | MATA KULIAH             | SKS | SEKSI | BASIS                    |
|-----|-------------------------|-----|-------|--------------------------|
| 1   | UEU101 Bahasa Inggris 1 | 3   | EU103 | Paralel/Reguler-2 Bekasi |

Dengan Hak dan Tanggung Jawab sebagai berikut :

1. Menyusun Rencana Pembelajaran Semester (RPS) yang ditetapkan oleh Fakultas/Program Studi sebelum perkuliahan dimulai dalam bentuk yang telah ditetapkan oleh Universitas;
2. Membuat bahan kuliah/praktikum berbasis konsep untuk 14 kali pertemuan dan di upload pada web pembelajaran Universitas Esa Unggul yaitu untuk bahan pembelajaran (teori) di <https://siakad.esaunggul.ac.id> dan modul kuliah praktikum di Repository Perpustakaan Universitas Esa Unggul <http://digilib.esaunggul.ac.id/>;
3. Menghadiri dan memberikan bahan kuliah/praktek pada kegiatan perkuliahan/praktikum tepat waktu sesuai dengan jadwal yang telah ditetapkan;
4. Memotivasi mahasiswa untuk mempelajari bahan kuliah yang diberikan dan bahan lain dari perpustakaan;
5. Melakukan evaluasi keberhasilan mahasiswa secara objektif melalui pemberian tugas-tugas sesuai dengan kebutuhan mata kuliah yang diajarkan dan ujian tengah/akhir semester;
6. Menerima honor sesuai dengan ketentuan yang berlaku di Yayasan Pendidikan Kemala Bangsa/Universitas Esa Unggul berdasarkan persyaratan dan kualifikasi yang dimiliki;

Demikian Surat Tugas ini diberikan untuk dilaksanakan sebaik-baiknya.

Jakarta, 1 Maret 2023

Dekan/Kepala PAMU



Mukhamad Abduh, ST., MT.

NIP. 199110117

Pilih Bahasa ▼



**JURNAL KEGIATAN PROSES PEMBELAJARAN (JKPP)**

Semester Genap 2022 - 2023

Mata kuliah : Bahasa Inggris 1 (3 sks) Ruang :  
 Kode : UEU101 Kelas : EU103 Dosen : HARDIANTI , S.Pd, M.Pd  
 Prodi : Bahasa Inggris Semester : 1 DYAH AYU NABILLA ARISWANTO , SE., MM.

| NO | Rencana perkuliahan |                 |                   | Pelaksanaan perkuliahan |                 |  | Keaktifan Mahasiswa |         |     |
|----|---------------------|-----------------|-------------------|-------------------------|-----------------|--|---------------------|---------|-----|
|    | Hari/tgl            | Jam ke          | Materi / Kegiatan | Hari/tgl                | Jam ke          | Materi / Kegiatan                                      | Kesan Dosen         | Jml Mhs | Dos |
| 1  | Kamis<br>23-3-23    | 17:00-<br>19:30 |                   | Kamis<br>23-3-23        | 17:00-<br>19:30 | Session 01 - PRETEST - Mini TOEFL ITP® Prediction Test |                     | 32      |     |
| 2  | Kamis<br>30-3-23    | 17:00-<br>19:30 |                   | Kamis<br>30-3-23        | 17:00-<br>19:30 | Session 02 - Self Study - Daily Routine                |                     | 33      |     |
| 3  | Kamis<br>6-4-23     | 17:00-<br>19:30 |                   | Kamis<br>6-4-23         | 17:00-<br>19:30 | Session 03 - Self Study - Describing Experiences       |                     | 33      |     |
| 4  | Kamis<br>13-4-23    | 17:00-<br>19:30 |                   | Kamis<br>13-4-23        | 17:00-<br>19:30 | Session 04 - Self Study - In the Office                |                     | 33      |     |
| 5  | Kamis<br>4-5-23     | 17:00-<br>19:30 |                   | Kamis<br>20-4-23        | 17:00-<br>19:30 | Session 05 - Self Study - Enjoying a Trip              |                     | 32      |     |
| 6  | Kamis<br>11-5-23    | 17:00-<br>19:30 |                   | Kamis<br>11-5-23        | 17:00-<br>19:30 | Session 06 - Self Study - Hotel Reservation            |                     | 32      |     |
| 7  | Kamis<br>18-5-23    | 17:00-<br>19:30 |                   | Kamis<br>18-5-23        | 17:00-<br>19:30 | Session 07 - Live Session - Making a Hotel Reservation |                     | 32      |     |



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**JURNAL KEGIATAN PROSES PEMBELAJARAN (JKPP)**

Semester Genap 2022 - 2023

Mata kuliah : Bahasa Inggris 1 (3 sks)

Kode : UEU101

Prodi : Bahasa Inggris

Kelas : EU103

Semester : 1

Ruang :

Dosen : HARDIANTI, S.Pd, M.Pd

DYAH AYU NABILLA ARISWANTO, SE., MM.

| NO | Rencana perkuliahan |                 |                   | Pelaksanaan perkuliahan |                 |  | Keaktifan Mahasiswa |         |     |
|----|---------------------|-----------------|-------------------|-------------------------|-----------------|--|---------------------|---------|-----|
|    | Hari/tgl            | Jam ke          | Materi / Kegiatan | Hari/tgl                | Jam ke          | Materi / Kegiatan  | Kesan Dosen         | Jml Mhs | Dos |
| 8  | Kamis<br>8-6-23     | 17:00-<br>19:30 |                   | Kamis<br>8-6-23         | 17:00-<br>19:30 | Session 08 - Live Session - Asking for Tourist Information   |                     | 32      |     |
| 9  | Kamis<br>15-6-23    | 17:00-<br>19:30 |                   | Kamis<br>15-6-23        | 17:00-<br>19:30 | Session 09 - Self Study - Business Arrangements              |                     | 30      |     |
| 10 | Kamis<br>22-6-23    | 17:00-<br>19:30 |                   | Kamis<br>22-6-23        | 17:00-<br>19:30 | Session 10 - Self Study - Asking For and Giving Directions   |                     | 30      |     |
| 11 | Kamis<br>29-6-23    | 17:00-<br>19:30 |                   | Kamis<br>29-6-23        | 17:00-<br>19:30 | Session 11 - Self Study - Preparing for Job Application      |                     | 28      |     |
| 12 | Kamis<br>6-7-23     | 17:00-<br>19:30 |                   | Kamis<br>6-7-23         | 17:00-<br>19:30 | Session 12 - Self Study - Nature and Environment             |                     | 25      |     |
| 13 | Kamis<br>13-7-23    | 17:00-<br>19:30 |                   | Kamis<br>13-7-23        | 17:00-<br>19:30 | Session 13 - Self Study - Welcoming and Introducing Visitors |                     | 21      |     |
| 14 | Kamis<br>20-7-23    | 17:00-<br>19:30 |                   | Kamis<br>20-7-23        | 17:00-<br>19:30 | Session 14 - Live Session - Preparing for the TOEFL          |                     | 24      |     |

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**SEMESTER** : Semester Genap 2022 - 2023

**Nama Mata Kuliah** : Bahasa Inggris 1

**Dosen** : HARDIANTI , S.Pd, M.Pd (7589)

**Kode MK dan Seksi** : UEU101 (EU103)

DIYAH AYU NABILLA ARISWANTO , SE., MM. (8216)

**Jadwal dan Ruang** : Kamis, 17:00 - 19:30 ()

| No. | NAMA MAHASISWA                   | NIM         | Tatap Muka / Tanggal |        |        |        |        |        |        |        |        |        |        |        |        |        |
|-----|----------------------------------|-------------|----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
|     |                                  |             | 1                    | 2      | 3      | 4      | 5      | 6      | 7      | 8      | 9      | 10     | 11     | 12     | 13     | 14     |
|     |                                  |             | 23 Mar               | 30 Mar | 06 Apr | 13 Apr | 04 Mei | 11 Mei | 18 Mei | 08 Jun | 15 Jun | 22 Jun | 29 Jun | 06 Jul | 13 Jul | 20 Jul |
| 1.  | MOHAMAD ADE HENDRIANSYAH         | 20190101115 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 2.  | ANDI ABDULLAH MUTAKALIMAN        | 20190401336 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 3.  | YUNAN FIKRI HUSAINI              | 20190801182 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 4.  | WEMPY CHANDRA                    | 20220102366 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 5.  | EHFA KHOIRUL ANAM                | 20220102368 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 6.  | MASDEO PUTRA IVANO               | 20220102369 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      |        |
| 7.  | CALLISTA FLORENCIA FAUSTINA      | 20220102370 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | A      | A      | A      | H      |        |
| 8.  | GETZA ANANDA PUTRA KHARISMA      | 20220401475 | A                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 9.  | RINTA PRATIWI                    | 20220701411 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 10. | WAHYU WIDI KUSUMA                | 20220701412 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      | H      |        |
| 11. | TARRA KAMILLA BERLIANI           | 20220701416 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      |        |
| 12. | INA MARGARETA SALIM              | 20220701417 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 13. | TARISA AIDA SALSABILA            | 20220701422 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 14. | APRILIA INDRA KUSUMAWATI         | 20220701424 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 15. | DINA FITRIA RAHMAWATI            | 20220701425 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 16. | MIQDADUL IBAAD                   | 20220701429 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 17. | SABDA IHZA AHMAD REIDEL FIRDAUS  | 20220701430 | H                    | H      | H      | H      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 18. | NOVALIS SUCI FADHILAH RIMADANI   | 20220701431 | H                    | H      | H      | H      | H      | H      | H      | A      | A      | A      | A      | A      | H      |        |
| 19. | DELAPANI                         | 20220701433 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 20. | EDWIN JONATHAN PANJAITAN         | 20220701435 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 21. | AKMAL APRIAN                     | 20220701441 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      | H      |        |
| 22. | GERALD VICTORIO BACKER LEEGSTRA  | 20220701446 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 23. | ENDRA ADI SAPUTRA                | 20220701447 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 24. | VANESSA HANS                     | 20220701448 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      | A      | H      |        |
| 25. | MUHAMMAD RASYID SUMINTA          | 20220701449 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 26. | SANTI                            | 20220701450 | H                    | H      | H      | H      | H      | H      | H      | A      | A      | A      | A      | A      | A      |        |
| 27. | REIVANDY ALVITO MAURICO SITOMPUL | 20220801521 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 28. | DEFIRA PATRICIA                  | 20220801539 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 29. | MUHAMMAD ZAYYAD KHAIRY           | 20220801542 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 30. | ADAM SURYA BUDIANSYAH            | 20220801543 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      |        |
| 31. | SALMAN RAFI GYMNASTIAR           | 20220801548 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 32. | STEFHANDY VALENTINO              | 20220801549 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 33. | MUHAMAD MIFTAKHUL HUDA           | 20220801550 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 34. | NURUL FIKRI ALAUDAH              | 20220801552 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 35. | RIZQI ARIFASSYAHAL MUKHOLIF      | 20220801573 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      | A      |        |
| 36. | DANIEL FERNANDO TAMPUBOLON       | 20220801574 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |
| 37. | TIANA PALUPI                     | 20220801575 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | A      | A      | A      | A      |        |
| 38. | RIFKI RUSTANDI                   | 20220803140 | A                    | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      | A      |        |
| 39. | RIZKY ADYTIA RAMADAN             | 20220803144 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      | H      |        |
| 40. | MUHAMMAD AINUL YAQIN             | 20220803148 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | A      | A      | A      |        |
| 41. | KELVIN                           | 20221002166 | H                    | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      | H      |        |

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**NILAI AKHIR**  
**Semester Genap 2022 - 2023**

**Kode** : UEU101      **Kelas** : EU103      **Dosen** : HARDIANTI , S.Pd, M.Pd  
 DYAH AYU NABILLA ARISWANTO ,  
 SE., MM.

**Matakuliah** : Bahasa Inggris 1

**Prodi** : Bahasa Inggris

| No | N I M       | Nama Mahasiswa                   | LISTENING | STRUCTURE | READING | TOEFL | UTS | UAS | NA  | Nilai Akhir |       |
|----|-------------|----------------------------------|-----------|-----------|---------|-------|-----|-----|-----|-------------|-------|
|    |             |                                  | 0 %       | 0 %       | 0 %     | 100 % | 0 % | 0 % |     | Angka       | Huruf |
| 1  | 20190101115 | Mohamad Ade Hendriansyah         |           |           |         |       |     |     | 0   | 0,00        | E     |
| 2  | 20190401336 | Andi Abdullah Mutakaliman        |           |           |         |       |     |     | 0   | 0,00        | E     |
| 3  | 20190801182 | Yunan Fikri Husaini              | 50        | 62        | 63      | 477   | 423 | 477 | 100 | 4,00        | A     |
| 4  | 20220102366 | Wempy Chandra                    | 54        | 65        | 62      | 483   | 483 | 437 | 80  | 4,00        | A     |
| 5  | 20220102368 | Ehfa Khoirul Anam                | 36        | 25        | 32      | 413   | 397 | 413 | 65  | 2,70        | B-    |
| 6  | 20220102369 | Masdeo Putra Ivano               | 32        | 35        | 38      | 423   | 420 | 423 | 68  | 3,00        | B     |
| 7  | 20220102370 | Callista Florencia Faustina      | 28        | 75        | 72      | 477   | 457 | 477 | 100 | 4,00        | A     |
| 8  | 20220401475 | Getza Ananda Putra Kharisma      | 70        | 88        | 84      | 530   | 497 | 530 | 100 | 4,00        | A     |
| 9  | 20220701411 | Rinta Pratiwi                    | 96        | 88        | 84      | 563   | 540 | 563 | 100 | 4,00        | A     |
| 10 | 20220701412 | Wahyu Widi Kusuma                | 74        | 53        | 72      | 497   | 437 | 497 | 100 | 4,00        | A     |
| 11 | 20220701416 | Tarra Kamilla Berliani           | 90        | 83        | 84      | 550   | 540 | 550 | 100 | 4,00        | A     |
| 12 | 20220701417 | Ina Margareta Salim              | 38        | 35        | 46      | 437   | 437 | 417 | 65  | 2,70        | B-    |
| 13 | 20220701422 | Tarisa Aida Salsabila            | 40        | 98        | 80      | 507   | 487 | 507 | 100 | 4,00        | A     |
| 14 | 20220701424 | Aprilia Indra Kusumawati         | 26        | 65        | 50      | 450   | 453 | 447 | 100 | 4,00        | A     |
| 15 | 20220701425 | Dina Fitria Rahmawati            | 48        | 48        | 66      | 470   | 447 | 470 | 100 | 4,00        | A     |
| 16 | 20220701429 | Miqdadul Ibaad                   | 20        | 33        | 30      | 403   |     | 403 | 62  | 2,30        | C+    |
| 17 | 20220701430 | Sabda Ihza Ahmad Reidel Firdaus  | 0         | 0         | 0       | 0     |     | 0   | 0   | 0,00        | E     |
| 18 | 20220701431 | Novalis Suci Fadhilah Rimadani   | 30        | 40        | 30      | 420   | 410 | 420 | 65  | 2,70        | B-    |
| 19 | 20220701433 | Delapani                         | 24        | 33        | 28      | 407   | 403 | 407 | 62  | 2,30        | C+    |
| 20 | 20220701435 | Edwin Jonathan Panjaitan         | 41        | 20        | 37      | 503   | 503 | 410 | 100 | 4,00        | A     |
| 21 | 20220701441 | Akmal Aprian                     | 46        | 28        | 36      | 430   | 430 | 420 | 65  | 2,70        | B-    |
| 22 | 20220701446 | Gerald Victorio Backer Leegstra  | 24        | 43        | 42      | 427   | 427 | 0   | 0   | 0,00        | E     |
| 23 | 20220701447 | Endra Adi Saputra                | 0         | 0         | 0       | 0     |     | 0   | 0   | 0,00        | E     |
| 24 | 20220701448 | Vanessa Hans                     | 36        | 35        | 44      | 433   | 433 | 410 | 62  | 2,30        | C+    |
| 25 | 20220701449 | Muhammad Rasyid Suminta          | 0         | 0         | 0       | 0     |     | 0   | 0   | 0,00        | E     |
| 26 | 20220701450 | Santi                            | 20        | 25        | 34      | 403   | 403 | 0   | 0   | 0,00        | E     |
| 27 | 20220801521 | Reivandy Alvito Maurico Sitompul | 22        | 35        | 36      | 413   | 413 | 403 | 62  | 2,30        | C+    |
| 28 | 20220801539 | Defira Patricia                  | 68        | 90        | 84      | 530   | 470 | 530 | 100 | 4,00        | A     |
| 29 | 20220801542 | Muhammad Zayyad Khairy           | 78        | 90        | 80      | 537   | 530 | 537 | 100 | 4,00        | A     |
| 30 | 20220801543 | Adam Surya Budiansyah            | 28        | 55        | 26      | 423   | 427 | 420 | 65  | 2,70        | B-    |
| 31 | 20220801548 | Salman Rafi Gymnastiar           | 50        | 18        | 38      | 427   | 423 | 427 | 74  | 3,30        | B+    |
| 32 | 20220801549 | Steffhandy Valentino             | 36        | 78        | 46      | 463   | 450 | 463 | 100 | 4,00        | A     |
| 33 | 20220801550 | Muhamad Miftakhul Huda           | 88        | 93        | 82      | 557   |     | 557 | 100 | 4,00        | A     |
| 34 | 20220801552 | Nurul Fikri Alaudah              | 38        | 55        | 48      | 450   | 433 | 450 | 100 | 4,00        | A     |
| 35 | 20220801573 | Rizqi Arifassyahal Mukholif      | 24        | 57        | 30      | 427   |     | 427 | 74  | 3,30        | B+    |
| 36 | 20220801574 | Daniel Fernando Tampubolon       | 32        | 85        | 74      | 487   | 493 | 487 | 100 | 4,00        | A     |
| 37 | 20220801575 | Tiana Palupi                     | 44        | 55        | 56      | 463   | 463 | 0   | 0   | 0,00        | E     |
| 38 | 20220803140 | Rifki Rustandi                   | 0         | 0         | 0       | 0     |     | 0   | 0   | 0,00        | E     |
| 39 | 20220803144 | Rizky Adytia Ramadan             | 60        | 98        | 76      | 520   | 463 | 520 | 100 | 4,00        | A     |
| 40 | 20220803148 | Muhammad Ainul Yaqin             | 30        | 25        | 14      | 397   | 397 | 0   | 0   | 0,00        | E     |
| 41 | 20221002166 | Kelvin                           | 40        | 25        | 30      | 417   | 417 | 403 | 62  | 2,30        | C+    |

Ket: PF = Performance TGS = Tugas

Saya menyatakan bahwa nilai yang tercetak di atas adalah BENAR dan dapat dipertanggungjawabkan. Dengan ini saya menetapkan bahwa nilai tersebut SAH dan merupakan NILAI AKHIR.

**Mengetahui,**  
**Ketua Program Studi**

**Jakarta, .....**  
**Dosen Pembina / Pengawas,**

**MUKHAMAD ABDUH, ST, MT.**

NIP. 199110117

**HARDIANTI, S.Pd, M.Pd**  
**DYAH AYU NABILLA ARISWANTO, SE., MM.**

NIP. 7589