

APPENDICES

Appendix 1. Interview Guide

No.	Questions
1	What are the steps in conducting the writing instruction through Google Classroom?
2	How do you open the lesson?
3	How about the following activities?
4	How do you choose the learning materials?
5	How about the assessment process?
6	How do you close the writing lesson through Google Classroom?
7	Are there any follow up activities that you do after the lesson?



Appendix 2. Interview Transcript

Subject : An English Teacher at SMPN 1 Mengwi

Researcher	:	What are the steps in conducting the writing instruction through Google Classroom?
Teacher	:	It is similar to the ones we use in the face-to-face meetings. It includes opening the class, giving apperception, conducting the main lesson, doing assignment, and closing the lesson.
Researcher	:	Do you conduct follow up activities after the instructions?
Teacher	:	Yes, most of the time I give students follow up assignment to see whether they understand the learning materials or not.
Researcher	:	How do you open the lesson?
Teacher	:	I usually greet the students first by asking about their condition, like saying <i>"Hello, students, how are you?"</i> I also wish all of them to be in good condition. Then, I tell the students about the learning objectives and materials that they are going to learn.
Researcher	:	How about the following activities?
Teacher	:	Just like usual, I tell the students about our learning activities for the day, about what we are going to do and learn. I also provide the learning materials through videos or texts. They are in forms of links so that students can click and access them easily.
Researcher	:	How do you choose the learning materials?
Teacher	:	I choose them based on the learning objectives and basic competencies that we want to achieve through the lesson. I also make sure that the language used in the materials is easy for the students to understand, since I do not want to make them confused or stressful while learning online. Additionally, I also provide them in form of link so that it is easier for the students to access and they can browse other related materials further.
Researcher	:	What do you do after providing the learning materials?
Teacher	:	I share the writing task that the students need to do. For example,

Teacher	:	Well, the learning materials are in English. However, I post the materials, greet the students, and inform them about the learning activities in both English and Bahasa Indonesia. I do that so that students can fully understand the task.
Researcher	:	How about the assessment process?
Teacher	:	I check the students' writing products through their submission on Google Classroom. I check whether they use the correct generic structure, language features, and grammar. Then, I provide comments or feedback through Google Classroom so that they can read and revise it.
Researcher	:	How do you close the writing lesson through Google Classroom?
Teacher	:	When closing the lesson, I just review the materials that I have delivered and then ask the students if there is something that is not clear or they find to be difficult.
Researcher	:	You mentioned that you conduct follow up activity whereas you give students assignment to see their understanding. Are there other follow up activities that you do?
Teacher	:	Well, I also use the forum feature in Google Classroom to conduct discussion. And relating to the assignment, I also see and read them one by one, so that I will be able to give an assessment to students relating to their progress in learning. I return the assignment with comments so that they can revise or correct it.
		after providing materials related to examples of how to write congratulatory card, I ask the students to write one and then send it to me through Google Classroom.
Researcher	:	Are the learning materials in English or Bahasa Indonesia?

Appendix 3. Questionnaire for the Students

1. Are you able to log in into Google Classroom easily by using a laptop/desktop/HP? (Apakah anda bisa masuk Google Classroom dengan gampang dengan menggunakan laptop/desktop/HP?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

2. Can you log in without others' assistance? (Bisakah kamu masuk tanpa bantuan orang lain?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

3. What do you think about account creation? Can you create your own account easily? (Bagaimana pendapatmu tentang pembuatan akun, apa kamu bisa membuat akun sendiri dengan mudah?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

4. Can you login without difficulty or other's assistance? (Apakah anda tidak mengalami masalah atau minta bantuan orang lain untuk login menggunakan akun tersebut?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

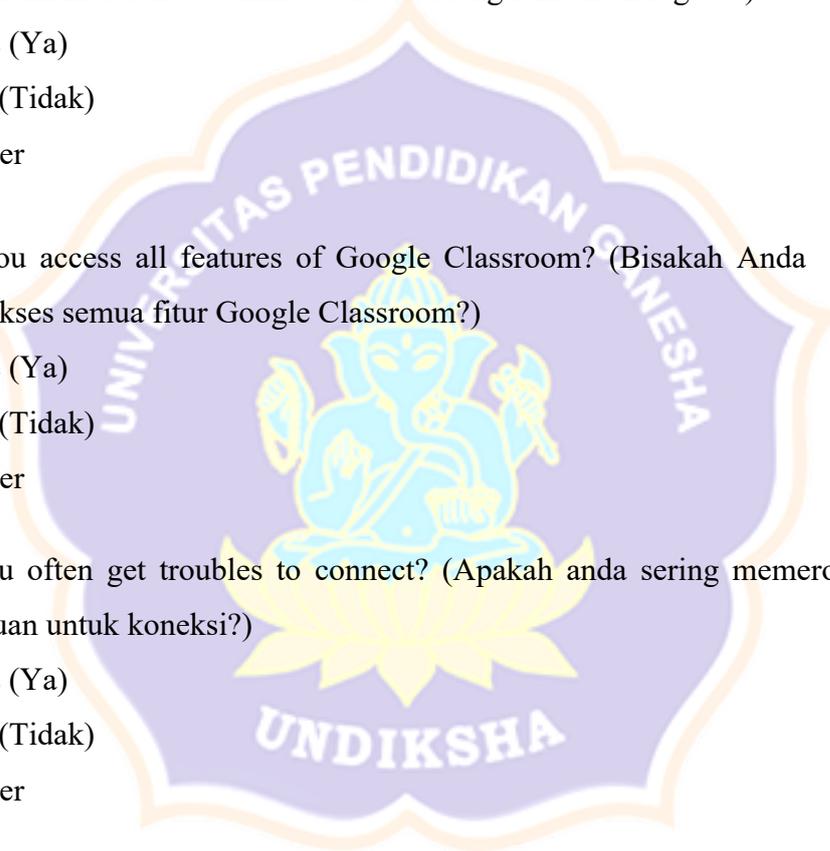
5. Can you join the classroom? (Apakah anda bisa masuk ke classroom?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

6. Can you switch between accounts? (Apakah anda bisa beralih antar-akun pengguna ?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

 7. Can you logout without difficulty or other's assistance? (Apakah anda tidak mengalami masalah atau minta bantuan orang lain untuk logout?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

 8. Can you access all features of Google Classroom? (Bisakah Anda mengakses semua fitur Google Classroom?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

 9. Do you often get troubles to connect? (Apakah anda sering memperoleh gangguan untuk koneksi?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other

 10. Can you post comments through Google Classroom? (Apakah anda bisa memposting komentar?)
 - a. Yes (Ya)
 - b. No (Tidak)
 - c. Other
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11. Can you cancel comments after posting through Google Classroom?
(Apakah anda bisa membatalkan postingan komentar?)
- Yes (Ya)
 - No (Tidak)
 - Other
12. Do you find problem with e-mail, either in sending or receiving?
e-mail? (Apakah anda mengalami masalah dengan e-mail, baik mengirim atau menerima e-mail?)
- Yes (Ya)
 - No (Tidak)
 - Other
13. Do you find difficulty in turning assignments through Google Classroom?
(Apakah anda mengalami masalah dalam menyerahkan tugas melalui Google Classroom?)
- Yes (Ya)
 - No (Tidak)
 - Other
14. Do you get enclosures or handouts from your teachers? (Apakah anda memperoleh lampiran dari guru pengajar ?)
- Yes (Ya)
 - No (Tidak)
 - Other
15. Are there any new/difficult words you find in Google Classroom? (Apakah ada istilah-istilah baru dan sulit dipahami dalam Google Classroom?)
- Yes (Ya)
 - No (Tidak)
 - Other

16. Can you understand writing through Google Classroom? (Apakah andalebih bisa mengerti writing melalui Google Classroom?)
- a. Yes (Ya)
 - b. No (Tidak)
 - c. Other
17. Do you think that you are motivated in learning writing through Google Classroom? (Apakah anda lebih termotivasi belajar menulis Bahasa Inggris melalui Google Classroom?)
- a. Yes (Ya)
 - b. No (Tidak)
 - c. Other
18. Do you perceive learning english through Google Classroom flexible?(Apakah Anda merasa belajar bahasa Inggris melalui Google Classroom fleksibel?)
- a. Yes (Ya)
 - b. No (Tidak)
 - c. Other
19. Can you perceive learning writing through Google Classroom are rich with learning materials, plenty of examples, or varied illustrations? (Apakah anda memahami belajar menulis melalui Google Classroom lebih kaya materi, kaya contoh atau ilustrasi yang bervariasi?)
- a. Yes (Ya)
 - b. No (Tidak)
 - c. Other
20. Do you have any problems while learning English using Google Classroom?(Apakah kamu mempunyai permasalahan yang dihadapi saat belajar bahasa Inggris menggunakan Google Classroom?)
- a. Yes (Ya)
 - b. No (Tidak)
 - c. Other