

ANALISIS KESALAHAN BERBAHASA DALAM PENULISAN SURAT LAMARAN KERJA PADA MEDIA INTERNET

Desi Arichandra

NIM. 1612011004

Prodi Pendidikan Bahasa dan Sastra Indonesia, Jurusan Bahasa Sastra Indonesia dan
Daerah,

Universitas Pendidikan Ganesha

Singaraja, Indonesia

e-mail: {desi.ari.chandra¹wayan.artika²wisudariani³}@undiksha.ac.id

ABSTRAK

Penelitian ini bertujuan untuk menganalisis bahasa tulis yakni ejaan yang berupa tanda baca dan penggunaan huruf dalam penulisan surat lamaran kerja pada media Internet. Penelitian ini menggunakan rancangan penelitian deskriptif kualitatif. Pada penelitian ini subjek penelitian yang digunakan adalah Media Internet. Penelitian ini membahas tentang kesalahan berbahasa dalam surat lamaran kerja. Sedangkan objek penelitian ini adalah Surat Lamaran Pekerjaan. Jenis media internet dalam surat lamaran kerja yang terdapat di internet yang digunakan sebagai panduan penulisan surat yang digunakan masyarakat untuk mencari kerja. Metode pengumpulan data yang digunakan ialah metode dokumentasi. Hasil penelitian didapatkan dengan menggunakan metode penelitian ini adalah dengan mengumpulkan contoh-contoh terbaru surat di internet. Analisis data dilakukan dengan cara reduksi data, penyajian data, dan penarikan kesimpulan, analisis data ini hanya berfokus pada kesalahan dalam bahasa tulis. Adapun hasil penelitian, yaitu (1) mubazir kata, dalam hasil analisis penulisan pada surat ditemukan sebanyak 39 kesalahan, (2) kesalahan akronim/singkatan kata ditemukan sebanyak 38 kesalahan dalam penulisan dalam penyingkatan kata, (3) pada penulisan kata ditemukan sebanyak 84 kesalahan, (4) penggunaan huruf besar dalam hasil analisis data yang ada terdapat 64 kesalahan, (5) terdapat kesalahan tanda baca sebanyak 25 kesalahan, (6) Pemilihan dalam penggunaan kata ditemukan 10 kesalahan penggunaan kata dari 341 kesalahan yang terdapat pada 50 data surat yang telah dianalisis.

Kata kunci: bahasa tulis, internet, kesalahan berbahasa, surat lamaran

ANALYSIS OF LANGUAGE ERRORS IN WRITING JOB APPLICATION LETTERS ON THE INTERNET MEDIA

Desi Arichandra

NIM. 1612011004

Indonesian Language and Literature Education Study Program, Department of Indonesian and Regional Literature and Language,

Ganesha University of Education

Singaraja, Indonesia

e-mail: {desi.ari.chandra1 wayan.artika2wisudariani3}@undiksha.ac.id

ABSTRACT

This study aims to analyze written language, namely spelling in the form of punctuation marks and the use of letters in writing job application letters on the Internet media. This research uses descriptive qualitative research design. In this research, the research subject used is Internet Media. This research discusses language errors in job application letters. While the object of this research is Job Application Letter. The type of internet media in job application letters found on the internet is used as a guide for writing letters used by the public to find work. The data collection method used is the documentation method. The research results obtained by using this research method are by collecting the latest examples of letters on the internet. Data analysis was carried out by means of data reduction, data presentation, and conclusion drawing, this data analysis only focuses on errors in written language. The research results were obtained using this research method by collecting the latest examples of letters on the internet. Data analysis was carried out by means of data reduction, data presentation, and conclusion drawing, this data analysis only focuses on errors in written language. The results of the study, namely (1) redundant words, in the results of the analysis of writing on the letter found as many as 39 errors, (2) acronym / word abbreviation errors found as many as 38 errors in writing greetings in abbreviating words, (3) in the writing of words found as many as 84 errors, (4) the use of capital letters in the results of the analysis of existing data there are 64 errors, (5) there are punctuation errors as many as 25 errors, (6) Selection in the use of words found 10 errors in the use of words from 341 errors contained in 50 letter data that have been analyzed.

Keywords: written language, internet, language errors, cover letter