Writing Skill Mastery of the Non-language Department Lecturers in Bina Nusantara University

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Abstract: The research was conducted to find out the writing skill mastery of Bina Nusantara lecturers who wrote Bahasa Indonesia articles to be published in Binus in house journals. The writing skill mastery included the correctness of diction, sentence, and paragraph in the article. The research applied a qualitative method by analyzing 10 articles of non-English departments lecturers that were chosen by purposive sampling methods. The instruments were three paragraphs in the Introduction part and then were analyzed based on their diction, sentence, and paragraphs. The diction analysis shows that from 20 paragraphs analyzed there are 26 standard words (76%) and 8 non-standard words (48%). The sentence analysis shows that of the 69 sentences, there are 27 effective sentences (39%) and 42 ineffective sentences (61%). The sentence ineffectiveness was resulted from the sentence that does not meet the six terms of the effective sentence. The results of paragraph analysis show that from 13 paragraphs analyzed there are 3 paragraphs (23%) that have correct cohesion, while 10 sentences (77%) do not meet the cohesion within a paragraph. It is recommended that the results of this research can be an inpuit for the Language Center for developing writing skill mastery for Binus lectures.

1 INTRODUCTION

Lecturers have duties and obligations as educators, researchers, community devotees, and self-developers (Catur Dharma Perguruan Tinggi). In carrying out these duties lecturers must master the Indonesian language well and correctly for scientific communication that they do in developing science, both oral and written, in order can easily be understood by students, fellow colleagues, researchers, and members of society as a whole. One of the research functions that lecturers have to do is publication in which they are required to write articles for publication. This research analyses the lecturers' draft of articles in bahasa Indonesia that are submitted for inhouse Binus journals' publication.

In particular, scientific articles in bahasa Indonesia written by lecturers cannot be separated from their knowledge and skills of bahasa Indonesia, especially written languages. Writing scientific articles cannot be separated with the skills of diction (diction), sentence, and paragraphs.given and do the exercises, then do the test for each unit and expected they could improve unit by unit.

The problem formulation of this research indicate what are the level of mastery of the Indonesian language dictions, sentences, and paragraphs of the Bina Nusantara University lecturers?.Thus, the study aims to discuss the extent of dictions, sentences, and paragraphs of Bina Nusantara University lecturers on the writing of articles to be published by Binus's inhouse journals.

2 LITERATURE REVIEW

2.1 Standard of Bahasa Indonesia

Standard of bahasa Indonesian is an Indonesian language that complies with Indonesian principles including grammar (structure), diction, and spelling.

The language structure involves the formation of words, sentences, and paragraphs (Kemendiknas, 2009).

2.2 Accuracy of Diction

Diction is the precision of word choice that is influenced by the ability of the language user associated with the ability to know, understand, master, and use a number of vocabularies actively that can express ideas appropriately. The word accuracy indicator is 1) the word is able to communicate the idea correctly and appropriately; 2) produces effective communication without misinterpretation of meaning, 3) resulting in a reader response that fits the expectations of the author / speaker; 4) generate target communication according to expectation of writer / speaker (Widjono, H., S., 2012).

2.3 Effective Sentences

The effective sentence is a sentence that meets the five requirements, namely (1) Unity: balance of ideas with the structure of the language used, (2) Alignment: the same grammatical form for a particular sentence, (3) Accuracy: does not lead to multiple interpretations, (4) Considerable use of words, phrases or other forms is not necessary, (5) Logic: a sensible sentence.

2.4 Cohesive Paragraph

According to Chaer (Chaer, A., 1994) good parapraph must have two terms, namely paragraph unity (cohesion) and coherence paragraph. Each paragraph has only one main idea. Cohesion is a syntactic organization and is a compact and solid sentence for generating speech (Fuji, B., 2015). Cohesion is a relation among sentences within a paragraph, either on a grammatical scale or on a particular lexical scale. The instruments used to create the cohesiveness are (a) the grammatical means and (b) the lexical means.

Simanjuntak (Simanjuntak, R., P., 2014) has undertaken a research with the aim of measuring the level of standard language proficiency spoken on Enggano Island, Bengkulu Province, Indonesia. The study is conducted in 6 districts, using the Sentence Development * (TPK) test instrument and a bilingual questionnaire. The results show that the average English language proficiency of Enggano oral standards is at level 2 at the ILR level (Interagency Language Roundtable, 2007). These results indicate the limited ability of Indonesian language in certain situations and spheres. The results of the analysis also show that the average proficiency of talent between men and women is different because it is influenced by education and age.

3 METHOD

The research uses qualitative method consisting of literature study and textual analysis. Data are obtained from 10 non-lecturers' academic texts at Bina Nusantara University which are taken randomly. Selected article manuscripts are written in bahasa Indonesia and are received during 2012-2015 in which after those year Binus only accept articles in English. Of the 10 manuscripts, each is taken three paragraphs of the Introduction chapter as the instruments of research. Paragraphs taken are coded before to be analysed. The research data will be parsed into sentences and then analyzed to see the errors of dictions, sentences, and paragraphs.

4 DISCUSSION

4.1 Diction Analysis

The standard word criteria in this diction analysis is a word that can communicate ideas appropriately and with an indicator that the word already contained in the Dictionary of Bahasa Indonesia (KBBI). The example of analysis can be seen in Table 1.

Table 1. Sample of Diction Analysis.

Paragraph	Sentence	Analysis
1a	Pada dasarnya sebuah **rancangan bangunan** yang baik adalah bangunan yang memiliki kemampuan untuk **merespon** dan **memodifikasi** kondisi apapun yang bersifat	This paragraph uses standard diction:**rancangan bangunan, merespon,memodifikasi**.

|		
	negatif agar sedemikian rupa bisa berubah menjadi kondisi yang positif.	
6a	ABC bergerak dalam bidang **kost dimana** proses bisnis yang efektif sangat diperlukan demi kepuasan konsumen maupun kebutuhan pihak manajemen dalam pengambilan keputusan.	The word "kost" is not standard. It can be replace by finance. The word "di mana" must be omitted because it comes from the English-Indonesia translation. It can be replaced by the word "tempat"
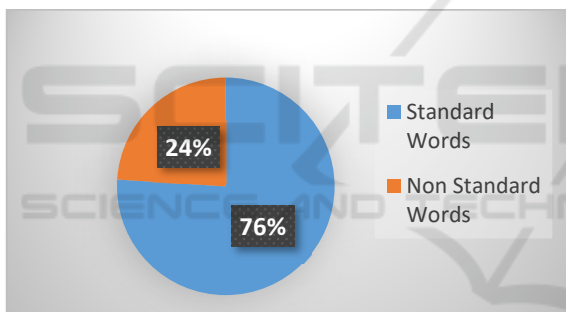
Figure 1. Results of Diction Analysis.

The analysis of 20 sample paragraphs indicate that there are 26 standard words (76%) and 8 non-standard words (24%) because of unavailability in the dictionnary, the influence of English translation, and incorrect application, as described in Figure 1.

4.2 Sentence Analysis

The example of sentence analysis is as follows.Errors on the unity of sentences are mostly found because of incomplete elements of S-P-O-K (subject, predicate, object, adverb/description) in the sentence. A sentence only has an element of K (information) just so it is considered ineffective, as follows:

1. *Dalam sistem yang seperti itu proses pemilihan seorang pemimpin di Republik Rakyat Tiongkok (RRC) dilakukan secara*

tertutup atau sering juga disebut "demokrasi internal partai."
Analysis:
" Dalam sistem yang seperti itu" is not a subject, the word "dalam" should be omitted.

2. Concerning the precision of a sentence, the sentences should not have a double meaning (multitafsir). From the research data, there are some sentence errors caused by violation of precision rules, such as the following example:
*Makan **tidak hanya** sekedar untuk menghilangkan rasa lapar, **namun juga** sudah menjadi sebuah rekreasi dan kuliner untuk memanjakan lidah dan mata.*

3. The sentence shows an error in the use of idiomatic pairs of words such as (not-but, not-but-between-and, both-and, etc.). So, the sentence cannot use the pair of "tidak hanya" and "namun", but it should the pair of "tidak hanya" and "tetapi juga".

4. The next sentence error is an error because it does not qualify for austerity. Sentences can be thrifty because of the redundant elements, such as the following example:
Hampir di setiap setiap pusat perbelanjaan, mal, gedung perkantoran, hotel dapat ditemukan restoran Cina
This sentence indicates that the word "pusat perbelanjaan" has the same meaning to the word "mal", it can only use either or them in a sentence, as follows:
The correct sentence is:
Restoran Cina dapat ditemukan di pusat perbelanjaan, gedung perkantoran, dan hotel.

5. Also, the sentence is not effective because it is not the focus or having a double Predicate element, as of the following sentence that has been analysed.
Lebih ekstrim lagi (S) adalah (P) dapat dikatakan (P) bahwa tidak ada tempat di belahan dunia yang tidak tersentuh oleh budaya kecinaaan (O), dan salah satu perwujudannya di Jakarta (S) adalah (P) dalam hal masakan cina dan restoran cina yang menjamur di berbagai wilayah (K).
(S=subject ;P=predicate; O=object; K= adverb)
The sentence can be changed to:
Budaya Cina dapat ditemukan di seluruh belahan dunia, termasuk Indonesia tempat masakan dan restoran Cina.

6. It can be concluded that the error of the sentence is caused by an error of unity, thoroughness, thrift, and focus. The more unity errors are caused by the incompleteness of the S-P-O-K element in the sentence. Much accuracy is due to the word's inaccuracy, especially the idiomatic word pair. More austerity errors are caused by excessive / redundant word usage. Focal errors are mostly caused by excessive or multiple sentence elements.

Finally, the sentence analysis shows that of the 69 sentences, there are 27 effective sentences (39%) and 42 ineffective sentences (61%). The most mistakes are found in the errors of unity rules, thrift, and precision. Figure 2 shows the description of the error sentence.
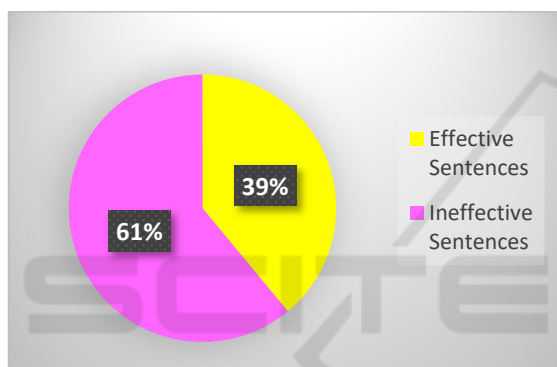

Figure 2. Result of Sentence Analysis

4.3   Paragraph Analysis

Paragraphs are a few sentences that contain a certain idea or topic. As a form of disclosure of ideas, a paragraph must meet two criteria, namely unity (cohesion) and cohesiveness (coherence). The research only analyzes paragraph cohesion. Sugihastuti and Siti Saudah (Sugihastuti, 2016; Saudah, S., 2016) say that in a paragraph there is only one main idea, which can also be called the main idea. Based on the following paragraphs:

(1)   Restauran *fine* dining yang menggunakan pelayanan berbentuk *rijstaffel* memang tidak lazim ditemukan di Indonesia karena pelayanan *rijstaffel* itu sendiri tidak lazim digunakan dalam tipe pelayanan restoran. (2) Pelayanan yang umumnya ditemui di restoran *fine dining* adalah *French service,* atau bahkan *Russian service*. (3)Tetapi di Restoran di Indonesia dan Belanda, ada jenis pelayanan yang lain yaitu *Rijstaffel*.

The main idea of the paragraph is on the first sentence, that is;

(1)   Restauran *fine* dining yang menggunakan pelayanan berbentuk *rijstaffel* memang tidak lazim ditemukan di Indonesia karena pelayanan rijstaffel itu sendiri tidak lazim digunakan dalam tipe pelayanan restoran.

This topic sentence is actually difficult to be called a topic sentence because it is not an effective sentence having a clear, straightforward, and communicative elements.

To present an appropriate topic sentence, the sentence must be changed to:

(1)   Restoran *fine dining* yang menggunakan layanan berbentuk *rijstaffel* tidak lazim di Indonesia.
(Subject (1): Restoran *fine dining*; Predicate: menggunakan layanan; Object: berbentuk *rijstaffel;* Adverb: not available).

To make a correct paragraph, the second sentence (2) and third sentence (3) must support the first sentence (1).

The second sentense :

(2)   Pelayanan yang umumnya ditemui di restoran *fine dining* adalah *French service,* atau bahkan Russian service.
(The subject (2) : Pelayanan yang umum ditemui di restoran *fine dining*).
It shows that sentence (2) does not support sentence (1) that is actually having a topic sentence "restoran *fine dining*", but it tells the service (pelayanan) in that restaurant. The sentence (2) also mention *French service* dan *Russian service* that supposed to be clarified in the following sentence.

The third sentence:

(3)   Tetapi di Restoran di Indonesia dan Belanda, ada jenis pelayanan yang lain yaitu *Rijstaffel*.
(Subject (3): not available, because "Tetapi di Restoran di Indonesia dan Belanda" is not a subject (S), it is an adverb (K);Predicate : not available; Object: not available;Adverb: Pelayanan *Rijstafel)*

The conjunction "tetapi" cannot be located at the beginning of a sentence because if it is so, the phrase is not a subject of the third sentence, but it is an adverb.

Form the correlation of sentence (1), sentence(2), and sentence (3) in a paragraph, it can be said that sentence (2) and sentence (3) do not support the topic sentence (1). Therefore, the cohesion does not meet in that paragraph.

Analysed by the same method, it can be shown that of the 13 sample sentences, there are 3 sentences (23%) that have good enough cohesion, while 10 sentences (77%) have not shown cohesion in one paragraph. The results is shown in Figure 3.
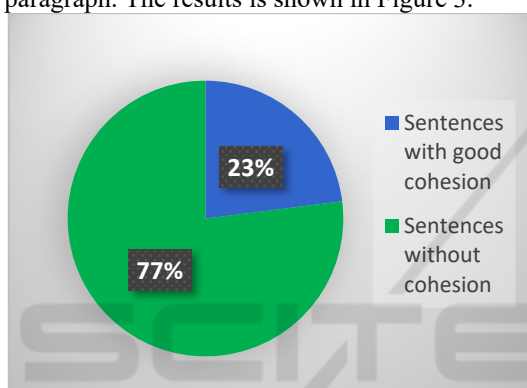

Figure 3. Result of Paragraph Analysis

5 CONCLUSION AND RECOMMENDATION

5.1 Conclusions

Based on the research results, it can be concluded that:

a. The error diction that occurred is due to the selection of foreign absorption word (e.g the word "where" and "from" , and inaccurate selection of diction (for / agar, analysis). The results showed that from 20 paragraphs analyzed there were 26 standard words (76%) and 8 non-standard words (24%).

b. Sentence errors are shown from 69 sentences, there are 27 effective sentences (39%) and 42 ineffective sentences (61%) caused by wholeness errors, accuracy errors, austerity, and focussion

c. The paragraph errors seen from 3

paragraphs (23%) of all 13 paragraphs that have good cohesion, while 10 sentences (77%) have not shown cohesion within a paragraph.

5.2 Recommendation

The research recommends the same analysis of the dictions, sentences, and paragraphs is also conducted to the English draft of articles written by the Binus lecturers. The results of this research can be some inputs for the Language Center to make their workshop material for the lecturers so that they are capable to write the article either in English or in bahasa Indonesia.

ACKNOWLEDGMENT

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