Teaching and Learning English Activities for 4th Grade
In SD Negeri 03 Bejen, Karanganyar

FINAL PROJECT REPORT
Submitted as a Partial Requirement in Obtaining Degree in the English Diploma Program, Faculty of Letters and Fine Arts, Sebelas Maret University

By:
Veni Septiarini
C9309081

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Sebelas Maret University
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APPROVAL OF CONSULTANT

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Final Project Report:

“English Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen,
Karanganyar”

Name : Veni Septiarini
NIM : C9309081

Supervisor

Prof. Drs. M.R. Nababan, M.Ed; M.A. Ph.D.
NIP. 196303281992011001
APPROVAL OF THE BOARD OF EXAMINERS

Accepted and approved by the Board of Examiners, English Diploma Program, Faculty of Letters and Fine Arts, Sebelas Maret University

Title : English Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar

Name : Veni Septiarini
Student Number : C9309081
Examination Date : July 27th, 2012

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Faculty of Letters and Fine Arts
Sebelas Maret University
Dean,

NIP.195009011986011001
NIP.197006182005011001
NIP.196303281992011001
MOTTO

❖ "Great people usually don't feel important, but make others feel important".

❖ "You will never know till you have tried"

-Unknown-
Dedication

From the deep of my heart I dedicate this final project report to:

1. My Lord, ALLAH SWT,
3. My bro (Mas'aan) and My sist ('anissa),
4. All of my friends.
PREFACE

First of all, I want to say thanks to Allah SWT for the blessing and the guiding given to me. I would like to say thanks for all people beside me that always support me in writing and finishing my final project report. During my study in English Program, I got much knowledge and many experiences which will be useful for me.

To finish the study in English Diploma Program, I made final project report which is entitled “English Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar”. The main purpose in writing this final project report is to describe the activities during the job training in SD Negeri 03 Bejen, Karanganyar. I also show the problem and give solutions of the problem from the students and the teacher during the job training.

I hope this final project report can be a reference for the readers and give information about teaching and learning activities. I realized that I still need suggestions and criticisms as an evaluation.

Veni Septiarini
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3. My Academic Supervisor, Muh. Farchan Md, S.Ag., M.Ag.
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commit to user
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13. Mbak Heny, mbak Susi, Pak Dar, Pak Bege, n staff of FSSR thanks you so much.
ABSTRACT

Veni Septiarini, 2012, Teaching and Learning English Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar, English Diploma Program, Faculty of Letters and Fine Arts, Sebelas Maret University.

This project was written based on the learning experience in SD Negeri 03 Bejen, Karanganyar. The aims of this final project report are to describe the English Teaching and Learning Activities in SD Negeri 03 Bejen, Karanganyar, to know the problems and to find out the solutions for the problems from the students and the teacher.

The writer did some activities during the English Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar. The activities consist of warming up, explanation, practice, game, and examination.

Based on this final project report, the writer finds out the problems in English teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar. The problems faced by the writer are linguistic and non linguistic. The linguistic problems consist of pronunciation and vocabulary. Non linguistic problems include lack of discipline and limited time.
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CHAPTER I

INTRODUCTION

A. Background

Now days, English is one of the international languages in the world. Many people use English to communicate with each other. It means that English is very important for people to communicate with other people in the world with different backgrounds, nations, and cultures. In this globalization, English has become important language for every country, including Indonesia. Many people compete to be able to speak English. They joy formal or informal education to improve their English. English becomes a need for many people because English gives so many chances to get better life.

The developing of English runs rapidly. Some years ago, English was given to the students of junior high school or senior high school only. But nowadays, in some regions in Indonesia, the elementary school students have been provided English lesson. In other region, English lesson has not been taught in elementary school. The different level of education in one region makes it hard to be done by other regions of the country.

The teaching of English to young learners is difficult. There are many problems coming from the teacher and the students. The teacher should give suitable strategies in explaining the material to make the students interested with the lesson. Students at elementary school are active children. So, the role of teacher is really needed.
For that reason, the writer was interested in taking job training in one of elementary schools in Karanganyar. The writer had job training in SD Negeri 03 Bejen, Karanganyar. The writer wants to describe the activities in teaching English, to know the problem in teaching English, and to find out the solution of the problem in teaching English.

Based on the background, the writer presents a final project report. The title is “Teaching and Learning English Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar.”

A. Objectives

Based on the background, the objectives of this final project report are:

1. To describe the English Teaching and Learning Activities for 4th grade in SD Negeri 03 Bejen, Karanganyar.
2. To know the problems of the English Teaching and Learning Activities for 4th grade in SD Negeri 03 Bejen, Karanganyar.
3. To find out the solutions of the problem in English Teaching and Learning Activities for 4th grade in SD Negeri 03 Bejen, Karanganyar.
B. Benefits

1. English Teachers

   The writer hopes this final project report can be used by teachers in the teaching of English as an additional reference. Besides that, this final project report can help teachers to find out the solutions to the teaching problems.

2. Readers

   The writer hopes this final project report will be useful for the readers to improve their knowledge about the English Teaching and Learning Activities for 4th grade.

3. The School

   The writer hopes this final project report gives a meaningful input for SD Negeri 03 Bejen, Karanganyar in increasing the quality and capability of the student.
CHAPTER II

LITERATURE REVIEW

a. Teaching

Teaching is a process of educating or instructing or teaching, activities that impart knowledge or skill. Teaching is the interaction of a student and a teacher over a subject.


According to Brown in Principles of Language Learning and Teaching, “Teaching is a process to show or help someone to learn how to do something, giving instruction, guiding in the study of something, providing with knowledge, causing to know or understand.” (2000: 7)

Based on the statement above, teaching is a process of giving knowledge or skill, from teacher to students. The teacher is not only helping the students to do the tasks but also guiding, providing knowledge, giving instruction to them in finding the mistakes then correcting them.

According to Christopher, Jayne Moon, and Ray Tongue in Teaching English for Children from Practice to Principle (1991:26), there are some roles that teacher needs to plan class work:
a. Preparing the children
b. Providing language support
c. Managing the classroom
d. Providing feedback and assessment

According to Jeremy Harmer in *The Practice of English Language Teaching New Edition* (1991:260), teacher should know about:

a. The job of teaching
b. The institutions
c. The students

Learning is a process of transforming information and experience into knowledge, skills, behaviors, and attitudes. Learning is a process of acquiring modifications in existing knowledge, skills, habits, or tendencies through experience, practice, or exercise. Learning is skill acquisition and increased fluency. A teacher is anyone who affects the environment so that others learn. (www.wikipedia.org)

According to Oxford Advanced Learners of Current English, “Learning is a process of gaining knowledge or skill by study, practice, or being taught.” (1974:480)
Based on the statement above, Learning is a process where the learners accept knowledge which is not only given by the teacher, but also from their experience, study, and instruction.

Teacher’s job is to help students learn in a better way and then he or she will have to encourage students to develop learning strategies. According to Jeremy Harmer in *The Practice of English Language Teaching New Edition* (1991:150), there are some strategies in learning English:

a. Training students to use textbook.
b. Training students to use communicative activities properly.
c. Training students to read for gist.
d. Training students to deal with unfamiliar vocabulary.
e. Training students to use dictionaries.

c. **Classroom Management and Planning**

Class management skills are important since they help to ensure the success of the teacher and the activities which are used. The most effective activities can be made almost useless if the teacher does not organize them properly, and disruptive behavior can spoil the best classes if it is not checked. Teachers who do not use a variety of students grouping may be missing valuable opportunities to create a cooperative atmosphere in the class and to maximize students practice.
According to Cameron in *Key Issues in Teaching Young Learning* (2001:186), there are some classroom management strategies that will facilitate an environment that is conducive to learning:

a. Establish clear rules at the beginning of the year.
b. Teach the concept of appropriate and inappropriate behavior.
c. Offer rewards judiciously.
d. Plan more than you think you will need.
e. Balance activity.
f. Provide specific feedback.
g. Know when to use the child’s native language.

Good lesson plan is the art of mixing techniques, activities, and materials in such a way that an idea balance is created for the class. Teacher should have a large variety of techniques and activities that they can use with their students.
CHAPTER III

DISCUSSION

A. SD Negeri 03 Bejen, Karanganyar

1. Description of SD Negeri 03 Bejen, Karanganyar

SD Negeri 03 Bejen is one of elementary schools in Karanganyar. It is located at Camar Street No.09 Bejen, Karanganyar. The students of this school are children who live around the Elementary School.

The total area of SD Negeri 03 Bejen is about 1618 m2. It consists of teacher’s room, six classrooms, library, school health unit room, multimedia room, pantry, canteen, and toilet. The area is also used for school yard, school park, sport yard, and parking area for the students. The library has three bookshelves, ten tables, and ten chairs. In multimedia’s room, there are one VCD and ten computers. Flag ceremony activities held on every Monday is usually held in school yard. Every Friday the students usually held gymnastic in the school yard too.

SD Negeri 03 Bejen has fifteen teachers. There are four male teachers, ten female teachers and a school keeper. It consists of class teacher, from first grade until six grade, English teacher, Javanese teacher, Sport teacher, Religion teacher, drawing teacher, and staff. The total students of the Elementary School are 269
students, consisting 135 male students and 134 female students. It is divided into six classes.

SD Negeri 03 Bejen has some trophies were won in some local competitions held by the education department around the Elementary School, for example in vocal group competition, quiz competition, sport competition, and so on. It becomes a pride for this Elementary School.

2. Vision and Missions of SD Negeri 03 Bejen

The school has vision and missions to improving the education system. It is also to motivate the teachers and the students. Based on the National Education Goals, “Development of potential learners in order to become a man who is faithful and devoted to God, noble, healthy, knowledgeable, skilled, creative, independent, and become citizens of a democratic and accountable.”

The vision and missions of SD Negeri 03 Bejen are as follows:

a. Vision

Be a man who is faithful and devoted to God, noble character, achievement, knowing the science and technology, and strong character.

b. Missions

1. Educating the faith and piety, virtuous noble characters, instill fear in God, behave decently, respect for others, as well as well-behave.
2. Improving the quality of the performance.
3. Providing information technology lessons to mastery of science and technology.
4. Providing lessons for independent living skills and follow the further education.

5. Growing sense of self-discipline for sportsmanship, perseverance, diligence, and responsibility.

6. Instilling a love of the nation and homeland.

B. The Preparation of English Class

The job training activity was done from February 1st, 2012 to February 29th, 2012. For a month the writer did some activities, they were school observation, class observation, lesson plan making, and also teaching activity.

1. School Observation

The writer did school observation on February 1st, 2012. The aim of the observation was to introduce and to know the condition of the Elementary School. First the writer introduced herself to the teacher in the office accompanied by the headmaster. Then the writer set the schedule of Job Training activities. The teacher asked me to handle first grade until six grades in the job training activity during the next month.

2. Class Observation

The writer did class observation during the job training activities. The writer observed fourth grade classroom. Physically, the classroom is good and
comfortable enough. The room has main facilities, such as; a whiteboard, tables, and chairs and some additional facilities, such as; a board attendance, a bookshelf, etc.

The fourth grade class has 51 students. It consists of 29 male students and 22 female students. The situation of fourth grade class is very noisy. The boys are more difficult to handle than the girls, but actually the students of the fourth grade are interested in English.

The fourth grade class get two hours lesson for English in a week. An hour of the lesson is about 35 minutes. It gets English lesson on Thursday at 11.00 until 12.30.

3. Lesson Plan Making

After doing class observation, the writer made a lesson plan. It is one of the important tools to succeed in English Teaching. It helps the teacher to prepare the materials which will be given to the students based on the topic, how to explain the materials and also to reach the aim of the topic for the students in the end of the teaching learning activity. The function of the lesson plan is to guide the teacher in giving the materials to their students based on the topic that will be discussed.

The writer chose the topic which was taken from the syllabus and the handbook named CENDEKIA. The topic is about Toys and Games. It consists of four skills; they are listening, speaking, reading, and writing. First meeting is for introducing the material, second meeting is for explaining the material, third
meeting is for reviewing the material and exercise, and the last meeting is for examination.

C. DISCUSSION

1. Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar

The writer did the job training activity handling the fourth grade. The writer taught the English lesson to the class every Thursday at 11.00 until 12.30. The writer prepared lesson plan and the materials which would be needed in the teaching and learning activity. The writer took a lot of times to handle the class. The students went in and out the class room even though the bell to end the second break had rung and the writer had been in the class room. The writer would not start the teaching and learning activity if the students could not be quite.

The writer had some procedures in doing the job training in SD Negeri 03 Bejen. The teaching procedures consisted of warming up, explanation, practice, and examination.
a. Warming Up

The first step is warming up. After entering the class room, the writer usually greeted the students. The greeting is below:

The writer : “Good afternoon class.”
Students : “Good afternoon Miss”
The Writer : “How are you today?”
Students : “I’m fine, thank you. And you?”
The writer : “I’m fine too, thanks.”

After greeting, the writer checks the attendance list of the students.

The writer : “Who is absent today class?”
Students : “Adit, Miss.”
The writer : “Why is he absent today?”
Students : “He is sick, Miss”

After that, the writer asks the students about the last material and homework. If the teacher gave them homework, the teacher should give correction to their homework.

The teacher also gave a warming up to the students before starting the teaching and learning activity. The warming up was related to the material which would be given to the students. The warming is below:

The writer : “Do you ever play toys or games?”
Students : “Yes, Miss”
The writer : “What are they?”

Students : “Playing hide and seek, playing tug of war.”

The writer : “What is playing hide and seek in Indonesia?”

Students : “Petak umpet, Miss.”

The writer : “Good, now we will learn about toys and games.”

b. Explanation

The second step is explanation. After giving warming up, the writer explained the materials to the students. The writer asked the students to open the book which related to the topic.

In explaining the materials, the writer used a hand book named CENDEKIA. The writer explained the materials based on the book. The writer gave explanations by mentioning the vocabulary about toys and games. After the writer mentioned the name of toys and games, the students repeated it in English and Indonesia, too.

The writer gave notes about the materials and wrote on the whiteboard. The students copied the notes on their book. After that, the writer asked to the students to do the exercise based on the notes.

1. To invite friends to play a game, we can use expression:
   - Let’s play ….!

2. To accept the invitation, we can use expression:
   - Ok!

commit to user
• Sure

• Of course

3. To refuse the invitation, we can use expression:

• Sorry, I can’t

• I’m afraid I can’t

After copying the notes, the writer asked the students to do the exercise based on the notes. The students made a dialogue with their friend. After that the writer asked them to practice the dialogue in front of the class.

c. Practice

The third step is practice. After giving explanations, the writer gave the practice. The writer asked the students to do some exercises in group or by themselves. Usually the writer made the exercise by herself. But, the exercise is referring to the hand book. The writer divided the exercises into several activities.

1. Listening activity

In this activity, the writer mentioned some names of toys and games. It was repeated two or three times. The students wrote that name in their book. After finishing the exercise, the writer gave mark to their task. The aim of this activity is to know the capability of the students about the vocabulary and how to write the correct vocabulary.

For example:
The writer mentioned some names of toys and games, likes: Playing tug of war, catapult, yoyo, playing hide and seek, marbles, etc.

2. Speaking activity

In this activity, the writer asked the students to make a dialogue with their friend. The dialogue was based on the material taken from the notes. The writer listened to every word which was uttered by the students. Then, the writer corrected the mistakes.

For example:

a. Ryan : “Let’s play football!”
Aby : “OK!”

b. Dhyta : “Let’s play rope skipping!”
Difa : “Sorry, I can’t”

3. Reading activity

In this activity, the writer asked the students to read a reading text on the hand book. The writer read the text loudly first. The writer read it twice and then the students repeated it together. The writer corrected the mistakes made by the students. After reading the text, the students had to answer simple questions based on the text. But, before answering the questions, the writer asks a question about the vocabulary that the students do not know about the meaning.

The text:

*Read the text carefully!*
My friends and I go to the playground on Sunday morning. We go to the playground by cycling. Arrived there, Jono and I are playing kite. The wind is good. Jono helps me to hold the kite. I hold the string. When the wind blows, I ask Jono to release the kite. Betty, Dude, Dona, Ferdy, and Indri are playing cat and mouse. Reno is playing slide. We play together happily.

Answer the question!

1. Where do my friends and I go on Sunday morning?
2. How do they go to playground?
3. Who is playing kite?
4. Who is playing slide?
5. Are they playing together?

4. Writing activity

In this activity, the writer asked the students to fill in the blank by changing the name of toys and games from Indonesia into English. The writer did not use pictures in this exercise.

For example:

Change into English!

1. Doni and Dino are playing ………….. (jungkat-jungkit) in the yard.
2. My father likes playing …………….. (catur)
On the other activity, the writer asked the students to match the words from English into Indonesia. The aim of this activity is to remind the students about the vocabulary of toys and games and their meanings.

For example:

\textit{Match the word!}

\begin{itemize}
  \item Dancing
  \item Kartu
  \item Card
  \item Layang-layang
  \item Layang
  \item Kite
  \item Prosotan
  \item Tug of war
  \item Nari
  \item Slide
  \item Tarik tambang
\end{itemize}

d. Game

The next activity was game. The writer made a game and the students played it with their friends in group. The writer wrote some kinds of toys and games in the pieces of paper. The paper was distributed to the students. A student who became the leader went to the front of the class to choose a piece of paper. The students opened the paper and remembered the word which is written in the paper. And then the word was distributed to other students who become the member of the group. The last student went to front of the class and wrote the answer in the whiteboard.

The aim of this game is to remind the students how to write the vocabularies about toys and games before they were doing the examination.

For example:

- Card and playing chess
- Catapult and playing rope
e. Examination

The next activity was examination. The writer gave it in order to measure the understanding of the students based on the material given by the writer. The examination was given after the topic had been done. The writer made the examination herself. The assessment includes listening, writing, and reading activity.

Before ending the lesson, the writer always gave time to the students to ask whether there were something unclear in the teaching and learning activity.

2. The Problems of Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar

During job training in SD Negeri 03 Bejen, Karanganyar, the writer found some problems faced by the students and the teacher.

1. The problems from the students

a. Less Discipline
The students were less discipline, especially the male students. During the lesson, the male students always went out into the class with any reasons. Besides that, they did not pay attention to the writer when the teaching and learning was running.

b. Pronouncing, remembering, and writing the word

The students were still wrong in pronouncing the words. The students always made mistakes when they pronounced the words, which was almost the same as Indonesian words. They were still influenced by Indonesian Language. For instance: “KITE” they say kite not “KAIT”.

The students had less of vocabulary. The students still made mistakes writing the correct words. They missed an alphabet in the words. It makes the students feel difficult to remember and to write the word. For instance: playing hait and sik, playing rop skiping.

2. The problems from the teacher

a. The material is not relevant with the syllabus

The material in the book is different from the syllabus. For example on the syllabus the writer should explain about toys and games, but in the book toys and games looked up in the last material. So the writer must jump into the last material that according to the syllabus.
b. Lack of time

The writer needed a lot of time to explain the material. The writer must do the activities according the lesson plan.

c. Controlling the students

The writer got difficulties to control the students. The students always talked with each other when the writer explained the material.

3. The Solutions for the Problems in Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar

a. The solutions for the students

1. The writer should give punishment and prohibition to the students who are going out the class. The writer should have interesting way to explain the material, so the students keep stay in the classroom.

2. The writer gave vocabulary practice. The vocabulary practice was based on the theme. The writer asked the students to repeat the words that the writer said until they could pronoun the word correctly. The writer did a game to increase their vocabulary. The writer spelled the alphabet in the English Language.
b. **The solutions for the teacher**

1. According the syllabus, the writer should make a new material. The writer continued with the material where the material was located in the hand book.

2. The writer should set the time schedule in explaining the material. The writer should use the time effectively.

3. The writer should give punishment to the students who always talked. The writer should use loud voice when he/she explained the material. The writer asks the student who is talking each other to read the text.
CHAPTER IV
CONCLUSION AND SUGGESTION

A. CONCLUSION

Based on the discussion in chapter III, some conclusions as follows:

1. Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar.

The English lesson in SD Negeri 03 Bejen, Karanganyar begins to be taught from first grade until six grades. The fourth grade became the focus of the observation object. The fourth grade class get two hours lesson for English in a week. An hour of the lesson is about 35 minutes. It gets English lesson on Thursday at 11.00 until 12.30.

In the English teaching and learning activities, there are some procedures done by the writer and the students in order to make it run well. The procedures are:

a. Warming Up

b. Explanation

The writer explained the materials to the students. The writer gave explanations by mentioning the vocabulary about toys and games.
c. Practice

In the teaching and learning activities, there are four basic skills related to the materials. They are:

1. Listening activity

The writer mentioned some names of toys and games. The students wrote that name in their book. The aim of this activity is to know the capability of the students about the vocabulary and how to write the correct vocabulary.

2. Speaking activity

The students practiced the dialogue in front of the class. The writer listened to every word which was said by the students. Then, the writer corrected the mistakes.

3. Reading activity

In this activity, the writer asked the students to read a reading text on the hand book. The writer corrected the mistakes made by the students. After reading the text, the students had to answer simple questions based on the text.

4. Writing activity

In this activity, the writer asked the students to fill in the blank and match the words from English into Indonesia. The aim of this activity is to remind the students about the vocabulary of toys and games and their meanings.
d. Game

The writer asked the leader of each group to choose a piece of paper. And then, the last student in each group went to the front of the class to write the words. The aim of this game is to remember the students how to write the vocabularies about toys and games before they were doing the examination.

e. Examination

The writer gave it in order to measure the understanding of the students based on the material given by the writer. The examination was given after the topic had been done.

2. The Problems of Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar.

In the Teaching and Learning Activities for 4th Grade in SD Negeri 03 Bejen, Karanganyar, the writer found some problems faced by the students and the teacher. They are:

a. The problems from the students
   1. Less Discipline
   2. Pronouncing, remembering, and writing the word.

b. The problems from the teacher
   1. The material is not relevant with the syllabus
   2. Lack of time
3. Controlling the students

3. The Solutions for the Problems in Teaching and Learning for 4th Grade in SD Negeri 03 Bejen, Karanganyar.

To solve the problems of teaching and learning activities for 4th grade in SD Negeri 03 Bejen, Karanganyar, the writer give some solutions, they are:

a. The solutions for the students
   - The writer should give punishment and prohibition to the student who is going out the class.
   - The writer should have interesting way to explain the material, so the students keep stay in the classroom.
   - The writer asks the students to repeat the words that the writer says until they can pronoun the word correctly.
   - The writer does a game to increase their vocabulary.
   - The writer spells the alphabet in the English Language.
b. The solutions for the teacher

- The writer should make a new material.
- The writer should set the time schedule in explaining the material.
- The writer should give punishment to the students who always talk.
- The writer should have a loud voice.
- The writer asks the student who is talking each other to read the text.

B. SUGGESTION

Based on the result, the writer gives some suggestions, they are:

1. The teacher in SD Negeri 03 Bejen, Karanganyar

   The teacher should pay much attention in the material that they will give to their students. Make a new material from other references, so the students do not bored with the materials that same as the material on their school. But, the material should match with the curriculum or syllabus on their school.
2. The students of SD Negeri 03 Bejen, Karanganyar

   The students should pay much attention when the teacher explains the material. The students also must motivate themselves to be active students so they will accept the material easily. The students should learn by their self with practice more.