

## Lembar Kerja Peserta Didik

### Task 1

**KD 3.3.1** Mengidentifikasi fungsi sosial, struktur teks dan unsur kebahasaan teks undangan resmi terkait kegiatan sekolah.

Bandung, May 01, 2021

To: Bayu Baskara

Dear Mr. Bayu Baskara,

We would like to invite you and your parents to attend the SMAN 1 Bandung graduation ceremony. The graduation will be held on:

Date: May 10, 2021

Time: 14 00 PM – 16.00 PM

Place: Graha Sanusi Universitas Padjadjaran

We are waiting for your arrival to celebrate the graduation procession at the Graha Sanusi. Please be on time! Thank you for your attention.

With respectfully,

SMAN 1 Bandung Committee

1. The type of the event above is...?
2. Choose the correct answer for the question below

What is the purpose of the invitation above?

- a. To tell a good relationship
- b. To describe a certain event
- c. To persuade people to play

d. To invite people to attend the event

3. Identify the generic structure of the letter below!

Business International School	<input type="text"/>
New Delhi	
March 23, 2017	<input type="text"/>
Amira El Shirazy	<input type="text"/>
Mumbai	
Dear Mrs. Amira,	<input type="text"/>
In accordance with annual school event and students' ability improvement, this year we are arranging a workshop entitled "products and services development related to customers' change in taste and satisfaction".	
We would like to invite you as a speaker for our workshop to share your experience in managing your business related to products and services development. We attached the schedule for the program which will be held on Monday, April 27, 2017.	
We would highly appreciate your presence as our speaker. Please confirm if you are available by sending an email to <a href="mailto:business123@school.com">business123@school.com</a> before April 1, 2017. We are looking forward to seeing and having you as a speaker.	
Yours Sincerely,	<input type="text"/>
Priyanka Principal	<input type="text"/>

**Task 2**

**KD 3.3.2** Membedakan fungsi sosial, struktur teks dan unsur kebahasaan teks undangan resmi terkait kegiatan sekolah.

**Look at these two invitation letters carefully.**

Letter 1



*The Management, Principal, Staff & Students of  
The Indian School*

*take pleasure in inviting you to the*

*SPORTS DAY*

*on November 30, Friday 2012*

*Ms. DAMAYANTI V. TAMBAY  
(Arjuna Awardee)*

*has kindly consented to be the Chief Guest.*

*Time: 9:00 am - 12:00 pm  
Venue: THYAGARAJ STADIUM  
Shri Ganganath Marg  
INA Colony, New Delhi*

*Admit Two*

1. What is the purpose of the letter above?

2. What kind of event that will be held?

## Letter 2

SMA Negeri 3 Slawi  
Jl Ahmad Yamin No 27, Kudaile, Slawi, Kabupaten Tegal  
Telephone: (0725) 001002 Fax 12245Tegal, June 12, 2021No: 111/SMAN 3 Slawi/ 06/2021  
Attachment: –  
Subject: Announcement

To:  
Parents of Class XIII  
SMA N 3 Slawi

With respect,

In order to prepare for the national exam and farewell party, on this occasion we intend to invite Mr/Mrs to attend the school meeting. This event will be held on:

Day/Date: Monday/June 14, 2021

Time: 08.00 – end

Place: Aula SMAN 3 Slawi

We hope you can give permission for your child to participate in the event. Thank you for your attention.

Principal of SMAN 3 Slawi,  
Bambang Priyatno, MPd

3. What is the purpose of the text above?

4. What kind of event that will be held?

2. Is there any difference in generic structure and language features between those letters? If so, write it down.

### Task 3

**KD 4.3.1** Menemukan informasi yang terdapat dalam teks undangan resmi terkait kegiatan sekolah.

**Put a tick (✓) in the correct answer!**

1. What information are written on the invitation card?

<input type="radio"/>	<input type="checkbox"/>
<input type="radio"/>	<input type="checkbox"/>

<input type="checkbox"/> Name of the host	<input type="checkbox"/> Souvenir
<input type="checkbox"/> Menu	<input type="checkbox"/> Date and time

**Look at the words and match them with the part of invitation letter!**

2. Draw line from left to right towards the right pair!

Saturday, August 21 <sup>st</sup> 2021	A. The Receptient
Hall Room Bina Mulya Senior High School	B. Date of the event
Mr. Hadi Surya	C. Venue of the event

**Task 4**

**KD 4.3.2** Membuat teks undangan resmi terkait kegiatan sekolah.

## *Write an Invitation Letter*

**Write an invitation letter based on these following situations. Pay attention to the salutation and complimentary!**

**Group 1 : Invitation to join a basketball competition.**

**Group 2 : Invitation to a meeting to discuss about PENSI.**

**Group 3 : Invitation to an organization which could help you with a charity project.**