



LKPD

MATERI SURAT PRIBADI (PERSONAL LETTER)

SMA DARUL FALAH
ENREKANG

 **LIVEWORKSHEETS**

KOMPETENSI DASAR

3.17 Menentukan fungsi sosial, struktur teks, dan unsur kebahasaan teks khusus dalam bentuk surat pribadi dengan memberi dan menerima informasi terkait kegiatan diri sendiri dan orang sekitarnya, sesuai dengan konteks penggunaannya.

4.17 Menyusun teks khusus dalam bentuk surat pribadi terkait kegiatan diri sendiri dan orang sekitarnya secara tertulis dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, secara benar dan sesuai konteks penggunaannya.

JOIN ME IN LEARNING ABOUT THE TRANSFORMATIVE POWER OF LANGUAGE.

PETUNJUK PENGUNAAN LKPD

1. Baca kembali materi yang sudah diterangkan guru.
2. Baca dengan cermat apakah latihan itu dikerjakan secara mandiri atau kelompok.
3. Jika secara kelompok, maka tiap peserta didik harus aktif.
4. Jika tugas mandiri, kerjakan latihan dengan teliti dan mandiri.
5. Jika ada hal yang kurang jelas, silahkan bertanya pada guru.

Each chapter will introduce you to a facet of the English language. We begin with basic grammar as a foundation. Then, we'll introduce literature and test your comprehension. We'll culminate with you writing your own



1. Task 1 (Work in group)

Instructions: Read the text then find the main idea, social function, and the language features in the table below.

October 3rd, 2019

Dear Andre,

How are you in Bali? I hope everything is well. We haven't met since I moved to Yogyakarta. It's about three months, isn't it? I will tell you about my new house.

In Yogyakarta I live in a village. The name of the village is Pulerejo. It is located near Prambanan Temple. I believe that you know about this temple. My village is small but it is clean. There are many green plants around my new house. The air is very fresh. I love the environment.

I also have some neighbors. They are very friendly. They greet me warmly when I moved to my new house. They help me to know the place well. So far, it is very nice to stay here. How about you, Andre? Please tell me everything about you in Bali and I would be glad to read it.

ANSWER THE QUESTIONS

MAIN IDEA?

SOCIAL FUNCTION?

LANGUAGE FEATURES?

- 1.
- 2.
- 3.

2. Task 2 (Work individually)

Instructions: Read the text and answer the questions briefly.

Mr. Arya Wijaya
Manager of Bread Company
Jl. Merdeka No.5
Yogyakarta

October 3rd, 2019

Mr. Jodi Raharja
Manager of GR Factory
Jl. Juang No.3 Surabaya

Dear Sir,

I am writing this letter to bring attention that the machine that I purchased from your factory on September 30th, 2019 is not working as it should be. Please replace the damaged machine or give a complete refund.

From the moment I began to use the machine, it didn't work properly. It failed to bake the cookies well. I am very upset with this situation and I feel inconvenienced.

I expect qualified machine from you and request you to address this issue with immediate intention. I look forward to your reply within the shortest time.

Yours sincerely,

Mr. Arya Wijaya

ANSWER THE QUESTIONS

1. WHO IS THE RECIPIENT OF THE LETTER ?

2. WHEN WAS THE LETTER WRITTEN ?

3. WHY DOES THE WRITER FEEL UPSET AND INCONVENIENCED?

4. . I LOOK FORWARD TO YOUR REPLY ... (PAR 3).

The underlined words have the closest meaning with ...

5. FROM THE MOMENT I BEGAN TO USE THE MACHINE ... (PAR 2).

The underlined word refers to ...

3. Task 3 (Work in group)

Instructions: In group, rearrange the jumbled paragraph into a good personal letter.

- (A) What are you going to do in the next holiday ? Why don't you join us ? It will be more fun if you can go camping and spend the holiday with us. How about going camping in Kaliurang? I heard that it is a great place for camping. Let me know soon. Please write me as soon as possible.
- (B) Dear Dewi,
- (C) I want to tell you that my family and I are going to spend the holiday in your city, Yogyakarta. In Yogyakarta, we will stay in my grandmoher's house in Kaliurang.
- (D) How are you? I hope this letter finds all of you in the best of health and spirit.
- (E) Nana
- (F) Sincerely,
- (G) May 5th, 2019

WORK IN GROUP!



These writers will be my co-teachers.

LIVEWORKSHEETS