

CHAPTER 5

CLOSING

5.1 Conclusion

The internship program that I have run has brought many benefits and experiences both in the field of knowledge and the world of work. The internship program provides a discourse to me about the performance of Indonesian diplomats as well as all the representatives of Indonesia in the world that will be invaluable for my future provision. The internship program is also very important for final level students to get to know the world of work in order to be easier when facing the real world of work later and can imitate all good actions and make mistakes as experiences so that they do not repeat themselves in the future.

Through this internship program I will navigate the experience in the world of work, can understand leadership in the world of work, diverse characters, behavior in speaking, both attitudes, speech, how to dress and also facial expressions that must be adjusted at work.

Internship is a means for students to apply the abilities and knowledge that have been obtained during lectures. By implementing Internship. By implementing Internship, I am encouraged to be more responsible towards a job and opening a mindset in a broader direction towards a problem that is obtained. I also get a lot of knowledge about the work found in the BPPK Secretariat division such as photocopying, document scanning, faxing, and calling between agencies. At there I also learn to adapt and build a good relationship with others in the work environment and experience about ins and outs of the world of work that are useful to use later.

5.1.2 Skills Obtained

The results of the fieldwork that I got during the Internship at the Ministry of Foreign Affairs, especially in the Secretary of Policy Analysis and Development Agency, are:

- a) I gained knowledge and experience about the activities found in the Secretariat.
- b) I know how to work well in a disciplined and timely manner.
- c) I can find out a little more information about secretarial activities and procedures to communicate and how to establish relationships and put myself in the work environment.

5.2 Suggestion

After carried out Internship activities, I can find out things that obstacles and benefits these activities. Therefore, I give several suggestions that Internship activities can run smoothly, are:

1. The students ought to choose the place of internship in accordance with the field or department taken in college.
2. The students who manage to perform the internship should plan it precisely.
3. The period and the place of internship should be set several months before.
4. The most important thing is to keep in mind that we represent the name of University of Darma Persada.
5. Prepare ourselves mentally and physically well to perform the best of us in accomplishing any works given to us.

So, these suggestions it can be conveyed by me. Hopefully it can be useful for those who will carry out Internship.