

**DEVELOPING A GUIDEBOOK ENTITLED
“SURVIVE THROUGH COMMUNICATION”
TO HELP COLLEGE STUDENTS ADAPT TO NEW
WORKPLACES DURING INTERNSHIPS**



FINAL ASSIGNMENT

A Partial Fulfillment of the Requirements for the Applied
Foreign Language Bachelor Degree

by

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2026**

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APPROVAL SHEET

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A FINAL PROJECT

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COMMUNICATION” TO HELP COLLEGE STUDENTS ADAPT TO
NEW JOBS DURING INTERNSHIPS**

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ACKNOWLEDGEMENT

In the name of Allah, I express my deepest gratitude for the blessings and grace, which have enabled me to complete this final project. With a heart full of joy and gratitude, I dedicate this work to:

1. Mrs. Lilis Lamsehat Panjaitan, S.Pd., M.A., my academic supervisor, for her guidance, encouragement, and understanding throughout this research process.
2. All the faculty members of the Applied Foreign Language Study Program, for knowledge and experience they shared throughout my academic journey.
3. My beloved parents and siblings, for their support, assistance, prayers, and unwavering trust that always strengthened me.
4. My dear friends and my support system.
5. My classmates in the Applied Foreign Languages Program, for our friendship and shared struggles during our studies in Semarang.
6. Everyone behind the scenes who helped with the development of this final project, for their time, support, and technical contributions.
7. Myself, for my perseverance in facing every obstacle, refusing to give up even in difficult situations, and continuing to believe in completion this academic journey.

To everyone who has accompanied me throughout this final project, your presence, support, and encouragement mean more than words can express. May this work be of benefit to others, just as your kindness has been of benefit to me. Thank you for the support, from the very depths of my heart.

Semarang, June 30th, 2026



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ABSTRACT

University students often experience difficulties adapting to a new work environment during internship programs, particularly in terms of professional communication. This condition indicates the need for learning media that can help students prepare before entering the workplace. Therefore, this study aims to develop a guidebook entitled *Survive Through Communication* as a learning medium to assist university students in adapting to the workplace during internships. This study employed the *Research and Development* (R&D) method adapted from Borg and Gall (1983). The product developed is a guidebook containing materials on internship preparation, professional workplace communication, and strategies for handling various situations in the workplace. The expert validation results showed an average score of 3.00 out of 4.00, which was categorized as Agree, while the user evaluation obtained an average score of 3.64 out of 4.00, which was categorized as Strongly Agree. These findings indicate that the *Survive Through Communication* guidebook is suitable for use as a learning medium to help university students prepare for and adapt to the workplace during internship programs.

Keywords: guidebook, internship, professional communication, workplace adaptation, learning media, research and development (R&D)

ABSTRAK

Mahasiswa sering mengalami kesulitan beradaptasi dengan lingkungan kerja baru selama program magang, terutama dalam aspek komunikasi profesional. Kondisi ini menunjukkan perlunya media pembelajaran yang dapat membantu mahasiswa mempersiapkan diri sebelum memasuki dunia kerja. Oleh karena itu, penelitian ini bertujuan untuk mengembangkan buku panduan Survive Through Communication sebagai media pembelajaran yang membantu mahasiswa beradaptasi dengan lingkungan kerja selama program magang. Penelitian ini menggunakan metode Research and Development (R&D) yang diadaptasi dari Borg dan Gall (1983). Produk yang dikembangkan berupa buku panduan yang memuat materi mengenai persiapan magang, komunikasi profesional di tempat kerja, serta strategi menghadapi berbagai situasi di lingkungan kerja. Hasil validasi ahli menunjukkan skor rata-rata sebesar 3,00 dari 4,00 yang termasuk dalam kategori setuju, sedangkan hasil uji pengguna memperoleh skor rata-rata sebesar 3,64 dari 4,00 yang termasuk dalam kategori sangat setuju. Hasil tersebut menunjukkan bahwa buku panduan Survive Through Communication layak digunakan sebagai media pembelajaran untuk membantu mahasiswa mempersiapkan diri dan beradaptasi dengan lingkungan kerja selama program magang.

Kata kunci: *buku panduan, magang, komunikasi profesional, adaptasi lingkungan kerja, media pembelajaran, research and development (R&D)*

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