ABSTRACT

Writing is one aspect to improve our thinking. By writing, people can express ideas, mind ideas, and thoughts of self-expression. For some people writing is fun, because they can write what is in their mind. Therefore, the writer is interested on making a research entitled “Learning to Write Meeting Note By Using Expanding Panel Method at Class XI SMK ICB Cinta Wisata Bandung”.

Problems that writer ask are; (1) Could the writer describe the planning and implementing learning Writing Meeting Note By Using Expanding Panel Method in class XI SMK ICB Cinta Wisata Bandung? (2) Could the students of class XI-JB3 SMK ICB Cinta Wisata Bandung write meeting note to determine the head, the contents, and the final contents of meeting note?; and (3) is expanding panel method effective in the learning of writing meeting note in class XI student of SMK ICB Cinta Wisata Bandung?

The purposes of this research are to find out: (1) the ability of the writer in implementing expanding panel method in teaching writing meeting note in class XI student of SMK ICB Cinta Wisata Bandung; (2) students ability class XI of SMK ICB Cinta Wisata Bandung in writing the meeting note by using; and (3) knowing the accuracy of the method used to study expanding panel write meeting note in class XI student of SMK ICB Cinta Wisata Bandung.

Based on the data that has been done, the writer conclude:
1. The author is able to describe the planning and implementing learning to writing meeting note by using expanding panel method on students' XI-JB3 SMK ICB Cinta Wisata Bandung. The average of 3.72 for learning implementation.
2. Students class XI-JB3 SMK ICB Cinta Wisata Bandung are able to writing meeting note using expanding panel method. The average pretest score is 1.96 and an average post-test score is 3.15, while the difference between pretest and posttest is 1.19.
3. Expanding panel method is effective in writing meeting note. The results of the statistical calculation show t_hitung>t_tabel, ie 9.15> 1.85 with 95% confidence level with 19 degrees of freedom. It is proved that the method of expanding panel the type exchanging of viewpoint is effectively used to writing meeting note.

Based on fact the writer concluded that all hypothesis are accept.