abstrak

The writer had to face some challenges of English correspondence during the

internship period at IPD AGE Universitas Airlangga. Even though, the writer got some new experiences. The challenges of English language use correspondence have been

mentioned in the previous chapter. Then, the writer got some conclusion based on

discussion in the previous chapter as following:

The first is about taking care of a typo in a correspondence at IPD AGE. The writer

should be careful to avoid the typo when make a correspondence during the internship period. The writer also got an obstacle such as the writer should recheck and reedit the letter. Besides, the letter was already signed by Deputy Executive Director.

The second is about a bad impression in a correspondence at IPD AGE. The writer

should recheck the greetings and salutation part of e-mail or letter before it sent to the recipients. The writer also got an obstacle in taking care of missing to write a title name in a letter. As the writer has been mentioned in the previous chapter, in a company or organizations such as AGE should make a good impression with the partners.