# CHAPTER 1

# INTRODUCTION

## 1.1.    Background of the Report

Translation is a process of converting one language to another language in terms of written text. According to Catford (1965), translation can be defined as changing one language's textual material and producing equivalent textual material in a second language. It can be inferred that translation has an essential role in substituting vocabulary with an equivalent vocabulary without changing the meaning of the message. Meanwhile, Hatim and Munday (2004) stated that translation was a process to transform a written text from the source text to the target text and conducted by the translator who focused on creating concrete translation products. Thus, translation has a significant influence on everyday life as a bridge between two languages.

Translation is a way to know other languages' meaning. It is necessary to deliver messages, information, and ideas to build up an effective communication between two languages. Based on Malmkjær (2012), translation must keep accuracy, clarity, naturalness of the meaning, ideas, and messages of the translation so that the readers receive equivalent information as original text. Hence, the translator needs to be acquainted with the subject matter of the text she is translating.

English-Indonesian translation is an activity of translating from English as the source language to Indonesian as the target language in written text. They have different cultures and structures, which affect the terms of language used. According to Nadirah and Tahir (2019), analysis is a key for the translator to appropriately make sure every linguistic unit in the source language translated to the target language. It means that the translator must maintain an original idea when read by the readers. In the process of translating English-Indonesian, it is crucial to

know both languages' characteristics in order to produce equivalent meaning (Apriyanti et al., 2016) For example, in Indonesian plural form is double words with a dash such as *teman-teman, burung-burung.* It can be compared with the English plural form marked by adding *s/es* for regular pattern, such as "friends, birds" but in irregular shapes, *anak-anak* and *gigi-gigi* translated to be "children and teeth".

PT. PAL Indonesia is one of the state-owned companies in Indonesia which is engaged in ships yards. This company's main job is to produce warship, merchant ship, and submarine. Then, it also provides the manufacture ships, maintenance and repair, and general engineering located in Indonesia National Military-Naval Force area. PT. PAL Indonesia establishes a corporation in the marine industry sector with some global countries. Thus, PT. PAL Indonesia has some documents written in English because English is the universal language used by all countries to communicate each other. The company needs a translator to translate the documents so that the PAL's workers get the messages well.

Information Technology Division is one of the twenty divisions in PT. PAL Indonesia that implements NAPA/ CadMatic software to improve shipbuilding companies' design and production capabilities to do efficiency. This division also uses a software management system named COBIT. COBIT stands for Control Objectives for Information and Related Technology. COBIT is a framework set for developing, implementing, and improving IT management. This system is designed to be a supportive tool for managers and bridge the gap between technical issues, business risk, and control requirements. According to Ridley et al. (2004), COBIT is a framework control the organization's balance between Information Technology and business goals. In this case, the writer got a translation project of COBIT document from the supervisor which had to be translated English to Indonesian because not all the staffs of Information Technology Division have good

English skill. Therefore, it was the writer's job to translate the document to Indonesian. COBIT document explains management for quality, control, and reliability of an organization's information system. The explanation of this document aims to minimize technical issues and business risk. This document also provides references about best business practices covering the entire business processes which are managed and controlled effectively. That was the responsibility received by the writer when she was doing an internship at PT. PAL Indonesia. Inspired by her translation practice, the writer decided to write a final report entitled "The Translation Methods and Strategies Used in Translating COBIT document in PT. PAL Indonesia from English to Indonesian."

## 1.2. Statement of problem

There are two problems in this report as follows:

1. What translation methods did the writer use in translating COBIT document?
2. What translation strategies did the writer use in translating COBIT document?

## 1.3. Limitation of the report

1. Data. The writer had limited knowledge about COBIT because she had no IT background. Then, the writer independently interviewed the supervisor and looked for COBIT articles and journals as her guideline. Even though such attempts were done, it was still difficult to understand IT-related information in a short amount of time, thus that limited understanding may affect the translation result.

2. Lack of time. The deadline for translating the COBIT document was averagely short. Besides, the document required the writer to deal with many unfamiliar IT terms. This situation resulted in non-optimal translation result and may affect the writer's decision making process in adopting methods and strategies when translating the document.

3. Sample of size. In fact, the writer received many translation project documents, but not all documents were open for public. The supervisor only allowed two documents which content was general to be used for final report. The writer eventually chose the COBIT document as the object of analysis because she preferred English-Indonesian translation, and that may not to be the writer's best translation result.

## 1.4.    Objectives of the report

The report has the following objectives:

1. To discover the translation methods used by the writer to translate COBIT document from English to Indonesian.
2. To unveil the translation strategies used by the writer to translate COBIT document from English to Indonesian.

## 1.5.    Significance of the report

This covers the advantages of the final report in four areas; the writer, the study program, the institution, and other interns.

### 1.5.1.  For the writer

The final report is expected to be beneficial for the writer in:

1. Increasing the writer's skill in writing report based on the courses given during lectures at university.
2. Gaining more knowledge in terms of translating Information Technology documents in PT. PAL Indonesia.
3. Fulfilling graduation requirement for degree of English Diploma program.

### 1.5.2. For the alma mater

The final report is expected to be beneficial for English Diploma program in:

1. Building relationship possibilities between English Diploma program of Universitas Airlangga and PT. PAL Indonesia.

2. Sharing writer's experience to motivate the students of English Diploma program so that they will be better prepared for internship.

3. Helping other students in gain knowledge about how to translate English-Indonesian document especially in the scope of Information Technology.

### 1.5.3. For the institution

The final report is expected to be beneficial for PT. PAL Indonesia in:

1. Introducing the process of translating document to other students.

2. Utilizing this final report as references for the employees to take some points that they need.

### 1.5.4. For other interns

The final report is expected to be beneficial for other interns in:

1. Giving more information about translation field.

2. Getting the knowledge in translating document.

3. Utilizing this final report as a guideline material for other interns.