

## Table of Content

TINJAUAN MATA KULIAH .....	ix
<b>MODULE 1: LAW AND REGULATION</b>	<b>1.1</b>
Learning Activity 1:	
English – Bahasa Indonesia Translation .....	1.3
Exercises .....	1.6
Summary .....	1.18
Formative Test 1 .....	1.19
Learning Activity 2:	
English – Bahasa Indonesia Translation .....	1.21
Exercises .....	1.24
Summary .....	1.32
Formative Test 2 .....	1.33
<b>KEY TO FORMATIVE TEST</b> .....	<b>1.35</b>
<b>REFERENCE</b> .....	<b>1.38</b>
<b>MODULE 2: LAW AND REGULATION (1)</b>	<b>2.1</b>
Learning Activity 1:	
Bahasa Indonesia – English Translation (1) .....	2.2
Exercises .....	2.8
Summary .....	2.44
Formative Test 1 .....	2.44
Learning Activity 2:	
English – Bahasa Indonesia Translation (2) .....	2.50
Exercises .....	2.58
Summary .....	2.74
Formative Test 2 .....	2.74

KEY TO FORMATIVE TEST .....	2.78
REFERENCE .....	2.89
 MODULE 3: LAW AND REGULATION (2)	 3.1
Learning Activity 1:	
Bahasa Indonesia – English Translation .....	3.3
Exercises .....	3.7
Summary .....	3.49
Formative Test 1 .....	3.49
 Learning Activity 2:	
English – Bahasa Indonesia Translation (2) .....	3.53
Exercises .....	3.58
Summary .....	3.76
Formative Test 2 .....	3.76
 KEY TO FORMATIVE TEST .....	 3.80
REFERENCE .....	3.87
 MODULE 4: LAW AND REGULATION	 4.1
Learning Activity 1:	
English – Bahasa Indonesia Translation .....	4.3
Exercises .....	4.6
Summary .....	4.15
Formative Test 1 .....	4.16
 Learning Activity 2:	
English – Bahasa Indonesia Translation .....	4.18
Exercises .....	4.21
Summary .....	4.34
Formative Test 2 .....	4.35
 KEY TO FORMATIVE TEST .....	 4.38
REFERENCE .....	4.41

MODULE 5: LITERATURE 1	5.1
Learning Activity 1:	
English-Bahasa Indonesia Translation .....	5.2
Exercises .....	5.6
Summary .....	5.24
Formative Test 1 .....	5.24
Learning Activity 2:	
English-Bahasa Indonesia Translation .....	5.27
Exercises .....	5.31
Summary .....	5.48
Formative Test 2 .....	5.49
KEY TO FORMATIVE TEST .....	5.51
REFERENCE .....	5.57
MODULE 6: LITERATURE 2	6.1
Learning Activity 1:	
English-Bahasa Indonesia Translation .....	6.2
Exercises .....	6.5
Summary .....	6.18
Formative Test 1 .....	6.19
Learning Activity 2:	
English-Bahasa Indonesia Translation .....	6.21
Exercises .....	6.25
Summary .....	6.41
Formative Test 2 .....	6.41
KEY TO FORMATIVE TEST .....	6.43
REFERENCE .....	6.49

MODULE 7: KESUSASTRAAN 3	7.1
Learning Activity 1:	
Riwayat Nama Minangkabau .....	7.2
Exercises .....	7.12
Summary .....	7.19
Formative Test 1 .....	7.20
Learning Activity 2:	
Sabai Nan Aluih .....	7.22
Exercises .....	7.25
Summary .....	7.49
Formative Test 2 .....	7.50
KEY TO FORMATIVE TEST .....	7.52
REFERENCE .....	7.54
MODULE 8: KESUSASTRAAN 3	8.1
Learning Activity 1:	
Terjadinya Mata Air Panas di Mataloko .....	8.2
Exercises .....	8.13
Summary .....	8.30
Formative Test 1 .....	8.30
Learning Activity 2:	
Toar dan Limimuut .....	8.33
Exercises .....	8.35
Summary .....	8.47
Formative Test 2 .....	8.48
KEY TO FORMATIVE TEST .....	8.50
REFERENCE .....	8.52

MODULE 9: MANAGEMENT 1	9.1
Learning Activity 1:	
Anger Management Controlling Anger – Before It Controls You	9.2
Exercises .....	9.14
Summary .....	9.28
Formative Test 1 .....	9.29
Learning Activity 12:	
Problem Solving .....	9.31
Exercises .....	9.33
Summary .....	9.45
Formative Test 2 .....	9.45
KEY TO FORMATIVE TEST .....	9.48
REFERENCE .....	9.51
MODULE 10: MANAGEMENT 2	10.1
Learning Activity 1:	
Industrial Management .....	10.2
Exercises .....	10.13
Summary .....	10.26
Formative Test 1 .....	10.27
Learning Activity 2:	
Leading .....	10.29
Exercises .....	10.31
Summary .....	10.43
Formative Test 2 .....	10.43
KEY TO FORMATIVE TEST .....	10.45
REFERENCE .....	10.48

MODULE 11: MANAGEMENT 3	11.1
Learning Activity 1:	
EMSOP: Mengikat Komitmen dan Memacu Kinerja .....	11.2
Exercises .....	11.10
Summary .....	11.24
Formative Test 1 .....	11.25
Learning Activity 2:	
Manajemen 3 .....	11.28
Exercises .....	11.29
Summary .....	11.46
Formative Test 2 .....	11.46
KEY TO FORMATIVE TEST .....	11.48
REFERENCE .....	11.51
MODULE 12: MANAJEMEN 4	12.1
Learning Activity 1:	
Change Management Strategi Merubah Persepsi Konsumen .....	12.2
Exercises .....	12.7
Summary .....	12.20
Formative Test 1 .....	12.20
Learning Activity 2:	
Langkah-langkah Perubahan .....	12.23
Exercises .....	12.26
Summary .....	12.56
Formative Test 2 .....	12.57
KEY TO FORMATIVE TEST .....	12.60
REFERENCE .....	12.64