

ABSTRAK
PENERAPAN MODEL PEMBELAJARAN *COOPERATIVE INTEGRATED READING AND COMPOSITION (CIRC)* DALAM MENINGKATKAN HASIL BELAJAR SISWA PADA KOMPETENSI DASAR MENDESKRIPSIKAN KEARSIPAN
(Studi Kuasi Eksperimen pada Siswa Kelas X Program Keahlian Administrasi Perkantoran di SMK Negeri 3 Bandung)

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Permasalahan yang dikaji dalam penelitian ini adalah rendahnya hasil belajar siswa kelas X program keahlian Administrasi Perkantoran di SMK Negeri 3 Bandung yang ditandai dengan hasil ulangan harian yang dibawah kriteria kelulusan minimal (KKM).

Tujuan penelitian ini adalah untuk memperoleh data tentang pengaruh penerapan model pembelajaran *Cooperative Integrated Reading And Composition (CIRC)* dalam proses pembelajaran, yang dilihat dari peningkatan hasil belajar siswa yang dianalisis berdasarkan nilai *N-Gain*.

Metode penelitian yang digunakan dalam penelitian ini adalah metode eksperimen semu (*quasi experimental design*) dengan desain *non-equivalent control group design*. Eksperimen dilakukan pada siswa-siswi kelas X Program keahlian Administrasi perkantoran (X AP 2 dan X AP 3) di SMK Negeri 3 Bandung pada standar kompetensi Mengelola Sistem Kearsipan pada Kompetensi Dasar Mendeskripsikan Kearsipan. Penelitian ini terdiri dari dua kelas yaitu kelompok eksperimen yang menerapkan model pembelajaran *Cooperative Integrated Reading And Composition (CIRC)* dan kelompok kontrol yang menerapkan model pembelajaran kooperatif *Numbered Heads Together (NHT)* dengan jumlah masing-masing kelas sebanyak 38 orang.

Hasil penelitian menunjukkan bahwa peningkatan hasil belajar siswa yang menerapkan model pembelajaran *Cooperative Integrated Reading And Composition (CIRC)* lebih tinggi dibandingkan dengan peningkatan hasil belajar siswa yang menerapkan model pembelajaran kooperatif *Numbered Heads Together (NHT)*. Hal ini didapat dari perolehan nilai rata – rata nilai *N-Gain* pada masing – masing kelas yaitu pada kelas eksperimen diperoleh rata – rata nilai *N-Gain* sebesar 0.70069714, sedangkan pada kelas kontrol diperoleh rata- rata nilai *N-Gain* sebesar 0.526937282. Berdasarkan hasil nilai *N-Gain* dan hasil uji hipotesis dengan menggunakan Uji-t (*T-Test*) yang menyatakan bahwa $t_{hitung} > t_{tabel}$, maka dapat disimpulkan bahwa terdapat perbedaan yang signifikan antara penerapan model pembelajaran *CIRC* dengan penerapan model pembelajaran kooperatif *NHT*.

**THE APPLICATION OF LEARNING MODEL COOPERATIVE
INTEGRATED READING AND COMPOSITION (CIRC) TO
IMPROVING THE STUDENTS LEARNING OUTCOMES ON BASIC
COMPETENCE “DESCRIBING FILING”**

***(Quasi – Experimental Study In 10th Grade Students of Office
Administration Program Expertise in SMK Negeri 3 Bandung)***

This Thesis is Guided By : Drs. H. Ade Sobandi. M.Si. M.Pd.

ABSTRACT

The Issues examined in this research is about the low of student learning outcomes in class X Office Administration Expertise in SMK Negeri 3 Bandung which characterized by daily test results are below the minimum passing criteria.

The aims of this research was to obtain data on the effectiveness of the application of learning model Cooperative Integrated Reading And Composition in the learning process, which is seen from the improvement of students learning outcomes were analyzed based on the value of N-Gain.

The method used in this research is quasi – experimental methods and used the non – equivalent control group design. The experiments conducted on the 10th Grade (X AP 2 and X AP 3) students of office administration program expertise at SMK Negeri 3 Bandung on competency standars “Managing The Filing System” in basic competence “Describing Filing”. This research consisted two groups, which is the experimental group and the control group. The experimental group apply the learning model Cooperative Integrated reading And Composition and the control group apply the cooperative learning model Numbered Heads Together. Both of the group have 38 students.

The results showed that the improvement of students learning outcomes which apply the learning model Cooperative Integrated Reading and Composition is higher than the improvement of students learning outcomes which apply the cooperative learning model Numbered Heads together. It is showed from the average value of N-Gain which is the experimental group was gained average value of N-Gain in the amount of 0.70069714, whereas the control group was gained average value of N-Gain in the amount of 0.526937282. Based on the value of N-Gain and the results of hypotheses test with the T-Test stating that $t_{hitung} > t_{tabel}$, so based on the statement it means there are significant difference between the application of learning model cooperative integrated reading and composition and the application of cooperative learning model Numbered Heads Together.