CHAPTER I

INTRODUCTION

1.1 Reason for Choosing the Title

In industrial field, production is one of the activities which is important to do. It is important because by production, an industry or a factory will get the benefit by manufacturing the raw material become a product to be traded.

One thing which is also important and related to production is process. To begin a process, an industry or a company has to determine the best process to do and the right strategy. The processes which are usually used in a production are manual process and automatic process. The manual process is a method of actions which is controlled by the hands in order to do or achieve something, while the automatic process is a method of actions which is done using the machine without human control in order to do or achieve something.

One of the industries which can manufacture the raw material by both of the processes is cigarette industry. Even though there has been modern machine which can produce 10.000 pieces cigarette in one day, but some industries are still using manual process in manufacturing the raw material. The manual process is chosen by CV.Atlas Indonusa in order to make the production efficient and effective. The cigarette product which is produced by CV.Atlas Indonusa is SEMESTA. It is taken from the Indonesian

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terminology which has meaning "seluruh". Based on the reason above, the writer chooses the title "The Manual Process of Making "Semesta" cigarette *kretek* at CV. Atlas Indonusa".

1.2 Statement of the Problem

In this paper, the problem that is described related to the title above is what is the manual process of making "Semesta" cigarette *kretek* at CV. Atlas Indonusa.

1.3 Limitation of the Problem

The problem in this paper is limited on the manual process of making cigarette *kretek* when the writer had field study there.

1.4 Objective of the Study

The objective of this paper is to get information about the manual process on the making process of "Semesta" cigarette *kretek* which is done by CV. Atlas Indonusa.

1.5 Significance of the Study

Significance of this study are:

1. To the Writer

To increase the knowledge about the manual process of making cigarette *kretek* which is used by CV. Atlas Indonusa.

2. To the Institution

To give an input for the progress of CV. Atlas Indonusa especially on the manual process.

3. To the Faculty

To add more references which are needed by the library.

1.6 Implementation of the Study

The study was held for two weeks (started from February 13, 2006 and finished on February 24, 2006) while the activities the writer did during the study are:

No	Date	Activities
1	February 13, 2006	1. Introduce himself to the director of CV. Atlas Indonusa. 2. Receive the incoming letter and open it.
2	February 14, 2006-Februari 17,2006	1. Take note of an explanation about premanufacturing process by the general manager, Mr. Joko Trisula. 2. Check the tobacco which was just arrived.

3	February 20, 2006-February 22,2006	1. See the rolling process of tobacco become cigarete 'kretek'. 2. Try to roll the tobacco.
4	February 23, 2006-February 24,2006	1. Wrap pieces of cigarette into1 pack. 2. Pack packs of cigarette into 1 slope.

1.7 Method of Data Collection

To write this paper the writer used some methods to analyze the data. They are:

1. Interview

According to Koentjoroningrat (1983:129) interview is *"Cara yg dipergunakan seseorang untuk mencoba mendapatkan keterangan dari seorang informan, "* (A method of data collection by interviewing a key informant to enquire relevant information).

The writer interviewed the Accounting,Mr.Joko Trisula, and employees who are competent at the job of the process of making "Semesta" cigarette at CV.Atlas Indonusa.

2. Observation

According to Winardi (1986: 96) observation is "Systematic and well considered study about events that happen around the studied object through eyes."

In this method, the writer collected data by watching closely and directly the daily activities of process of making cigarette at CV. Atlas Indonusa.

3. Library Research

According to Keraf (1989:165) Library Research is: "Method of data collection by using books related to the research."

In this method, the writer read some books in the library which were related to the problem.

1.8 Paper Organization

In arranging this paper, the writer organizes it into four chapter as follows:

Chapter I: Introduction. This chapter contains reason for choosing the title, statement of the problem, limitation of the problem, objective of the study, significance of the study, implementation of the study, method of data collection, and paper organization.

Chapter II: Literature Review. This chapter consists of the definition of process, manual, kinds of tobacco, definition of cigarette.

Chapter III: Process of Making "Semesta" cigarette *kretek* at CV. Atlas Indonusa. This chapter consists of the history of CV. Atlas Indonusa, the organization structure of CV. Atlas Indonusa, the job description of CV. Atlas Indonusa, and process of making "Semesta" cigarette *kretek* at CV. Atlas Indonusa.

Chapter IV: Conclusion and Suggestion. This chapter consists of conclusion and suggestion related to the problem.