

## Research Article

# The Importance Of Conversation In Helping Facilitate Communication In Academic Life

**Nissa Zahra Silmy**

Universitas Islam Negeri Sumatera Utara

E-mail: [nissazahrasilmydamanik@gmail.com](mailto:nissazahrasilmydamanik@gmail.com)

**Hafiz Azhar Nasution**

Universitas Islam Negeri Sumatera Utara

E-mail: [hafizazharnts25@gmail.com](mailto:hafizazharnts25@gmail.com)

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## Abstract

Often with the times, the use of English is often needed to build international relations. English is an international language used in almost all parts of the world. Therefore, understanding English conversation will help make communication easier and keep up with every development in the world. Conversation is a form of verbal communication between two or more people. In communication, the message is a very important part and is the goal to be conveyed. The form of conversation can be done formally or informally.

**Keywords :** Conversation, Communication, Academic Life.

## INTRODUCTION

a "conversation" refers to a talk, especially an informal one, between two or more people, in which news and ideas are exchanged. It's basically the act of engaging in dialogue or discussion with someone. Conversation is a form of verbal communication between two or more people. In communication, the message is a very important part and is the goal to be conveyed. The form of conversation can be done formally or informally.

Conversation is verbal interaction that takes place in an orderly and regular manner involving two or more parties to achieve certain goals. In carrying out a conversation or speech, sometimes the intention or meaning of what is said has direct and indirect meaning. In the conversation structure there are six parts, including turns of speech, overlaps, pauses, channels, and adjective pairs

The steps for composing a conversation text are: 1. determine the theme of the conversation; 2. look for information about the theme or topic of conversation (you can find sources of information from books, newspapers or magazines); 3. determine the number of people involved in the conversation; 4. develop a theme or topic.

## METHOD

Basics of conversation in English that are often used every day (daily English conversation). The research also explains the differences between formal and informal forms of conversation, of course this will reflect a person's level of politeness in a situation. The conversation is divided into 2 parts, namely: a. basic conversation, b. daily conversation.

## RESULTS AND DISCUSSION

In this journal the conversation is divided into 2, namely :

### A. Basic Conversation

#### 1. Greetings

Greeting is an expression of greeting that is usually used to greet someone we know. The expression greeting is also used to start a conversation with someone. The following are some examples of greeting expressions and responses:

Greetings	Respon
Hello/Hai	Hello/Hai
Good morning	Morning
Good afternoon	Afternoon
Good everning	Eveneing
How are you?	I'm fine, thank you
How is your life	I'm good
What's up	Not really good

#### 2. Introductions

Introduction is one of the standard languages of English. The meaning of introduction itself is an introduction or beginning. Usually an introduction is needed, especially for those who are new to an environment such as school or workplace. Apart from that, introductions are also done when we start something important, such as a work presentation or providing material in a class.

The meaning of introduction is an introduction or introduction. Apart from that, another meaning of introduction is that it can be a foreword, foreword, preface, foreword, and others. Introduction is usually carried out for those who are new to an environment, such as a school or workplace.

In the introduction or self-introduction there are points that we can include there. These points need to be known so that when making an introduction, we already know the flow of what should be said or told. And here are some points when you do an introduction:

Name
Country
Age
Family
Birthday
Phone number
Jobs
Hobbies

After knowing the meaning of introduction and the points you can give in making an introduction. So below is an example of an introduction that can make it easier for you to understand the meaning of an introduction and how to make a good introduction. The following are some examples of such introductions:

a. Example of an Introduction for New Students

My name is Cinta Laura. I am a new student at this school. I was born in Jakarta, February 9th, 1994. My hobbies are writing and reading. If there was a competition, I would love to take part as long as it relates to the world of authorship. It was my first step to achieving my goal of becoming a famous writer. Yep, that's all that I can tell about myself. Thank you.

b. Example of Introduction for New Employees

My name is Mark Lee. I'm a new employee here. Previously, I had worked in various reputable companies in Indonesia. So, I will do my best for this company so that this company can make more progress and get higher profits. Well, that's a simple introduction I can do. I hope we can work together as a team. Thank you.

c. Example Introduction to Start a Presentation

First, let me introduce myself, my name is Cita Citata. I graduated from Yogyakarta State University majoring in mechanical engineering. Here, I would like to convey my research on mechanical techniques that some time ago I discovered and completed

3. Invitations

Invitation is An invitation is a request, a solicitation, or an attempt to get another person to join you at a specific event. If we interpret it in Indonesian, an invitation is a request, invitation, or effort for other people to be willing to join or come with us at a certain event.

Invitation a text which contains a request, a solicitation, or an attempt to get another person to join you at a specific event (a text containing a request).

According to the Oxford Learner's Dictionary, the definition of "Invitation" is as follows: "a spoken or written request to someone to do something or to go somewhere" So an "invitation" is a request in the form of speech or writing addressed to someone to do something or go somewhere. It's clear. The Purpose of the

Invitation “To invite someone to attend/come an event.” To invite or invite someone to attend a certain event.

An invitation can be used to invite someone to come to an event, some of which include:

Birthday
Weeding
Anniversary
Meeting
Graduation
Dinner

Some expressions commonly used to make an invitation: I invite you to come..., I invite you to join..., Would you like to come, Would you like to join us, I would like to invite you, Request the present of...

Example of Invitation

- a. Example of a Wedding Anniversary Invitation invitation (informal)

To: Reva

Would you like to come to my parents wedding anniversary party. The party will be held:

Day/date: Sunday/11 March 2016

Time: 07.00 pm

Place: at my house

No meaning without your coming.

Your Best friend

- b. Example of Invitation (Birthday Invitation)

To: Budi

I invite you to attend my 17th birthday party. It will be held:

Day/Date: Sunday/ 17 August 2016

Time : 03.00 p.m

Place: at my sweet house (Pring Kuning Street number 17)

I hope your coming

Tiara

- c. Example of an invitation to attend a (Formal) meeting (Meeting Invitation)

Student's organization

Tunas Bangsa Middle School

Jl. Indonesia's no.1 youth pledge

Dear Nia

We invite you to attend our meeting that will be held:

Day/date: Saturday/11 July 2016

Time: 10.00 pm

Place: At AULA school

The meeting will discuss about preparation class meeting completion. Please come on time, as long as you are there.

Dian : Secretar, Rudy: Chairperson

- d. Asking and offering help

1) Asking

Asking help is an expression that we can use to ask someone for help in doing something. The following are some examples of asking help expressions, namely:

Asking help	Response
Can you help me?	Sure
Could you close the door please?	Of course, no problem
Do you mind if take this chair?	Of course not, please
Would you like to come and help me ?	Okey, no problem
Can you please leave this room for a moment?	Sure, no problem

Example of asking help dialogue. The following is an example of dialogue from asking help, namely:

Alika: "Excuse me. I want to take that book, but it's too high. Can you please take it for me?" Raza: "Sure no problem. Here it is" Alika: "Thank you so much" Raza: "I can see that you read a lot of novels. You like fiction stories so much, don't you?" Alika: "Yes, I like it so much" Raza: "Can you please recommend a good inspiring story for me?" Alika: "Sure, I think Andrea Hirata's story is one of the best" Raza: "Really? I'll read one then. Thank you" Alika: "You're welcome"

#### 2) Offering help

Offering help is an expression that we can use to offer help to someone. The following are some examples of sentences expressing offering help:

Offering Help	Response
What can I do for you?	Nothing, but thanks anyway
Can I help you?	Sure, I can not find my key
May I help you?	Yes, please. I need a complete dictionary
Do you mind if I help ou ?	Of course not. You can help me bring this bag. It's heavy
Would you like a cup of tea?	Yes, I'd like it very much

Example of dialogue offering help At the bus stop, while waiting for the bus to come... Rayan: "Excuse me, miss. Are you okay? You look a bit pale" Olin: "I'm not pretty well. I got a headache" Rayan: "Would you like a bottle of water? I have some" Olin: "Yes, please, thank you. I need to drink my medicine" Rayan: "Here is the water" Olin: "It's very kind of you" Rayan: "I think you need to rest for a while. Do you need anything else?" Olin: "No, I'm fine. Thank you so much for your help" Rayan: "You're welcome"

#### 4. Apologizing

Expressing apology is an expression that can be used to express an apology to someone.

Expressing apology	Response
I'm sorry	That's okay
I'm really sorry/ I'm very sorry	It's fine
That's my mistake, I'm so sorry	Don't worry about it
Please forgive me	don't say that

I apologize for my mistake	Don't mention it
It's my fault, forgive me	Forget about it

The following is an example of dialogue that contains expressions of apology (expressing apology):  
 Joni: "Merry, I'm sorry I couldn't come to your party yesterday"  
 Merry: "That's okay, Jon. Don't worry about that"  
 Joni: "I had to take my grandma to hospital yesterday"  
 Merry: "What happened to your grandma, Jon? Is she sick?"  
 Joni: "Yes, suddenly she got a terrible headache"  
 Merry: "Ohh... I hope she will be fine soon"  
 Joni: "Thank, she is better now"  
 Merry: "I'm sorry, I didn't know that you had a problem yesterday, Jon"  
 Joni: "That's fine, Merry"

### 5. Thanking People

Thanking adalah suatu ekspresi yang digunakan untuk mengucapkan terima kasih.

The word thanks is an informal form of thank you, as quoted from the Cambridge Dictionary page. Saying thank you and thank you can be emphasized by adding a number of words.

The reason is, thanks means thank you, which of course is often used in everyday conversations. When someone helps you, of course you will say thank you. Thanks, which means thank you, is an expression that is used quite often by Indonesians

However, this word is informal or unofficial. So you can use "thanks" in informal conversations, such as with family or peers.

#### Expressing Thanking

Quipperian, there are various expressions of gratitude that you can use. Here are some examples:

Expressing thanking	Response
Thanks a bunch.	It's okay
Thank you so much.	Oh, it's nothing.
Thank you very much	Any ti
Thank you for your help.	That's alright
Thank you. I do appreciate it.	You are welcome.
Thank you. You are very kind.	(It is) My pleasure
Thank you for your kindness.	You are most welcome.
Thanks (a lot).	No problem.

#### Various Phrases for Expressing Thanking

Apart from the expressions above, you can also use various phrases to express your gratitude as below.

##### a. To thank for

This phrase can be used to express that someone is responsible for something.

Structure: have/has + someone or something + to thank for + something

Example:

"I have my teacher to thank for my final grade."

"I have my parents to thank for my success."

b. Owe a debt of gratitude to

You can use this phrase to express gratitude and be very thankful for someone.

Example:

"I owe a debt of gratitude to my friends who always helped me in class."

"We all owe a debt of gratitude to our teacher, Ms. Tina, who teaches us with patience."

c. Thank God/goodness/heaven(s)/the Lord

You can use this phrase to feel grateful that something happened or didn't happen.

Example:

"Thank God our school is now finally open."

"My mom wasn't hurt in that accident, thank God."

d. Thank (one's) lucky star

This phrase is used to feel very lucky using the term "lucky star".

Example:

"I thank my lucky stars that my family is still healthy."

"I thank my lucky stars that I studied the right chapter for the test."

6. Expressing anger

Sentences Expressing Anger and Annoyance are sentences used to express feelings of anger or annoyance towards someone or a certain situation.

Expressing Anger are phrases and expressions used to express anger in English. This discussion will review the phrases used for Expressing Anger and their use in examples

Expressing Anger

Here are some phrases or expressions that can be used for Expressing Anger:

<i>I'm fed up with it</i>
<i>I don't believe it</i>
<i>Mind your own business!</i>
<i>I have had it up to here with...</i>
<i>I don't think that's very clever</i>
<i>Rubbish!</i>
<i>Just you wait!</i>
<i>I get so irritated by her, I can't be around her</i>
<i>It really gets on my nerves</i>
<i>It's none of your business</i>
<i>I could really do without it!</i>
<i>Please I'm so mad right now! I can't talk to you</i>
<i>That's the last straw!</i>
<i>Is it possible?</i>

Use of Expressing Anger

To better understand Expressing Anger, here are examples of its use in English sentences:

Example 1

A: Why did you get back with him again? Didn't he cheat on you several times?

B: *He said that he changed now, so I think it's okay to accept him again*

A: *Are you kidding me? There are people who never cheat, but there aren't people who just cheat once. You must open your eyes wide!*

B: *ell, it's my relationship, right? It's none of your business! Just mind your own business!*

Example 2

A: She said that you won't come back to that group again. Is that true?

B: *Yeah, I've had enough with them. They just took advantages of me, just because my parents are rich. I don't want to hang out with them anymore*

A: *Really? But you were pretty close with them since first semester*

B: *Right, I have had it up to here with their behavior. Now I'm done, I'm fed up with it!*

Example 3

A: I'm really sorry, dear! It's not like I didn't show up deliberately on our date yesterday

B: *You overslept again because played game overnight, right?*

B: *As usual, right? I'm really sick and tired of you and your game!*

A: *I'm sorry, dear! I won't do it again!*

B: *You said that many times before! Please, just leave! I'm so mad and I can't talk to you right now*

Example 4

A: Why are there many bruises on your face and body? Did they bully you again?

B: *Yeah... as you can see. It's better than the last time, though*

A: *What's better in this kind of situation? The fact that they always do this kind of thing over and over again is just too much, you know? It really gets on my nerves! I can't stand it anymore!*

## B. Daily Conversation

It is a conversation lesson aimed at forming students' ability to function language according to its place and existence. In daily conversation, we are often faced with something objective.

The key to successfully mastering conversations more smoothly is not to be afraid. You don't need to be afraid or embarrassed to say 'please speak slowly, I'm learning English'. Don't hesitate to ask 'What does that mean?'

When having a conversation focus on how words are used, not why. You also don't need to pay attention to the details of the grammar used. So, to make it easier, here is an example of a daily conversation that you can use

Santi: Hello Nita, what type of extracurricular do you choose later?

Nita: Hi, I chose to take basketball extracurricular. If you?



Santi: I prefer painting extracurricular. Will you follow him every day?

Nita: Basketball activities are carried out every Monday and Thursday. In February there will be a match.

Santi: Really? Are you competing?

Nita: Still don't know whether I'll join. Because usually those who participate are seniors.

Santi: Who is the opponent?

Nita: It looks like it will fight high school from Kalimantan. Every day what are the painting activities carried out?

Santi: The activity is only done every Wednesday, because the room is also used for other extracurricular activities.

Nita: Do many take part in painting activities?

Santi: There aren't many around ten people. How about the basketball club?

Nita: There are 25 members in total and all of them are women.

Santi: Wow that's good, the more people there will be more exciting.

Daily conversation is divided into 3, namely:

1. Asking About Identity

Asking information is an expression of asking for information from someone about something. Meanwhile, giving information is an expression of giving information to someone about something

Asking information (asking for information) Asking information is an expression of asking for information or information from someone about something. The following are some examples of asking information expressions:

Can you tell me about the history of this national hero?

Can you give me any information about this historical place?

Do you have any information about the earthquake in west sumatera?

I'd like to know about school information.

I wonder if you could tell me about this accident.

Can you explain about this situation?

Do you know about this artist?

What is the meaning of this sentence?

When will they arrive here?

Giving information (giving information) Giving information is an expression of giving information or information to someone about something. The following are some examples of sentences with the expression giving information:

I would like to inform you that this place is fully booked until the end of this year.

I want to tell you that rendang is the most delicious food in the world

It might be important for you to know that this painting is worth billions of dollars.

I can tell you that this information is very important

Example of Dialogue The following is an example of a simple dialogue that contains the expressions asking and giving information:

Rayan: "Do you know where the nearest book store is around here?" Lisa: "I'm not sure. I'm also new in this city" Rayan: "That's too bad" Lisa: "Are you looking

for some books for your thesis?" Rayan: "Yes, I need to submit it as soon as possible"

Lisa: "I think you can try to go to district library"

Rayan: "Do you know how to get there?"

Lisa: "Sure, it's near my apartment. I'll take you there"

Rayan: "Thanks, Lis"

Lisa: "You're welcome"

## 2. Expressing Agreements And Disagreements

What is meant by Agreement and Disagreement? As we have discussed a little above, in English, agreement and disagreement are expressions to express agreement or disagreement with someone's opinion or opinion.

Agreement is used when you are in the same "position" as the person you are talking to. Meanwhile, disagreement is used when you feel that what the person you are talking to doesn't make you comfortable.

Apart from its main function, namely expressing agreement and disagreement with something, there are actually other functions, you know. Agreements and disagreements can help us hone our skills in asking and giving opinions too. Moreover, disagreement will usually be followed by additional opinions or reasonable reasons.

There are levels to expressing agreement. If you have ever filled out a research questionnaire, the researcher usually gives a choice of "agree" or "strongly agree" to a statement.

### a) Example of the expression Just Agree

You can use this expression when you feel you agree, but don't really agree, but the situation makes you agree. For a simple method, you can use various expressions below:

Yes
Cool
No ploblem
I agree
I know
Agreed

### b) Examples of Expressions of Strongly Agree if some of the phrases below apply to express very strong agreement and there is no objection in the slightest when you want to accept other people's ideas.

That 's exattly
I fully support
That's so true
That's for sure
Absolutely
Sounds agreat

## 3. Congratulatin

Basically, congratulations are a form of expression that shows one's appreciation for others when they achieve something. Congratulation means congratulations,

which today almost everyone says this word to friends, colleagues or family who have achieved something.

Congratulations means congratulations. Often these words in English are said to express congratulations to someone for the achievements they have achieved.

Even though they sound the same, there is a difference between congratulations and congratulations. This difference occurs because of the structure of the English language in general, which then makes the meaning different.

Difference between Congratulations and Congratulations

In terms of English, as we know, there is an order of language patterns such as verbs, nouns and adjectives. This is what then gives rise to the difference between congratulations and congratulations. Here's the explanation:

a) Differences in Word Forms

Summarized from the book English Learning Module: Distance Learning Edition during the Covid 19 Pandemic by Nike Aditya and Tenia Kurniawan, congratulation is a form of noun. Congratulations can be interpreted as countable (objects that can be counted) or uncountable (objects that cannot be counted).

As a countable noun, congratulations will always appear in plural form when added with the letter "s" at the end to become congratulations. For congratulations, an uncountable noun means a formal single form of congratulations.

b) Differences in the Meaning of Expressions

Summarized from the Pristine Word site, there is nothing wrong between congratulations and congratulations. It's just that congratulations is the singular form and congratulations is the plural form.

In its application, congratulations only describes one expression and one phrase such as happiness. Meanwhile, congratulations can lead to many expressions such as happiness, joy and falling in love.

c) Differences in Use

The word congratulations is more often used to express congratulations to someone from a number of people. For example:

"We send your brothers our congratulations on their graduation."

Meanwhile, congratulations are usually used without any other supporting phrases or words. In fact, this saying is often seen using an exclamation mark at the end of the word. Example:

"Congratulations Gewa!"

## CONCLUSION

Conversation is a conversation that someone makes with another person to discuss something that is considered important or not important. Can be done by 2 or more people in a group or meeting.

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