

CHAPTER II

LITERATURE REVIEW

2.1 Final Report

Final Report is the written result of the implementation of a study which is made for solving a particular problem by using the rules applicable in the field of science. This final assignment becomes a requirement of graduation in diploma three or diploma four to get degree of associate. The statement is similar with the statement from Soedjono (1992) that the final report is a scientific work based on independent research activities of students, arranged within one semester under the guidance of a supervisor and can be assisted by a counselor. The final assignment is carried out independently by the students, it is intended that the research design initiative, the implementation of research and writing the final report is on the students themselves.

Language becomes very important in writing the final report because the use of good and proper language will be able to express the idea of the final report carefully and in the final report writer must understand the structure in the use of language, in accordance with Hasanah (2011) that scientific issues are usually about the abstract or conceptual nature that is difficult to find props or analogy with real circumstances. To express such a thing, it is necessary to structure the language of science in its ability to distinguish ideas or notions that are different and the standard structure and carefully. With this characteristic, an idea can be expressed with care without any error of meaning to the recipient.

For that reason the correct use of the language is once again very important for the final report so that the idea can be accepted by all circles who read it.

2.2 English

English is a very broad international language use. Brumfit (2001: 35) says that English is an international language that is the most widespread medium of international communication". As an international language, English language is used as a means of communication between nations that have different languages. The first language difference will not prevent people from communicating like English. English is one of the communication tools used in oral and written.

Another opinion by Izzan and Mahfuddin (2007: 1) that state English is an international language that not only used for inter-country, but also used to deepen and develop science. English is a universal language, a language used by many different individuals to communicate and express their ideas and based on Hornby (2005:506), English is the language originally of England, now spoken in many other countries and used as a language of international communication trough out the world. It can be concluded that English is the language that unites individuals from various worlds to be able to know an idea and can be accepted and understood well.

English has a variety of different types of use and grammar, vocabulary and so forth. The two most common types of English according to Pancarwengi (2015) are American English and British English.

2.3 The Differences between American English and British English

The language which was spoken in the British Empire and America, its colony, was the same until the American declaration of independence from the British Empire. However, since than the English language parted and went two different ways. This led to the rise of British English and American English. Over the years several differences appeared, mostly in the grammar use, spelling and vocabulary. Nevertheless, Swan (2005) states that the British and American people can

understand each other without much difficulties. Quirk (1991:19) maintains that most differences between British and American English are known to the speakers of both countries, such as the use of the different participles of the verb get in American English (got, gotten), instead of only one form as used in Britain (got); or the possibility to use either singular or plural verb form with collective nouns in British English, whereas only a singular form in the American English: The football team is/are satisfied with the results.

Quirk (1991:20) also defines differences in vocabulary. Some words differ only in the root of the words, such as motorway in British English and freeway in American English. Both examples are syntactic endocentric compounds, where only one root functions as the head of the compound and the second root specifies the head: motor|way vs. free|way. In several cases completely different words are used to name the same thing: trousers in British English and pants in American English. The differences between British and American English in spelling, in the use of past simple tense or present perfect tense, the differences of using verb agreement with collective nouns, delexical verbs “have” and “take”, auxiliaries and modals, prepositions, the differences of punctuation between both of English style, the differences of past forms between British and American English and the use of subjunctive mood will be discussed further in detail.

Even though the differences are clearly defined, Quirk (2007:6) also states that because of the closer communication of both nations, the language has been acquiring uniformity, especially in the neutral or formal styles of written English. As a result of this phenomenon, the frequency of elements clearly expressing the language of one of the national standards decreases. This leads to harder identification of unknown texts

2.3.1 Spelling

| | British spelling | American spelling |
|--------------------|------------------|-------------------|
| our/or | Behaviour | Behavior |
| ae/e | Paediatric | Pediatric |
| oe/o | Mementoes | Mementos |
| oeu/eu | Manoeuvre | maneuvre |
| re/er | Centre | Center |
| se/ze | Realise | Realize |
| nce/nse | Defence | Defense |
| gramme/gram | Programme | Program |
| ogue/og | Dialogue | Dialog |
| letter differences | Departement | Department |
| que/ck | Cheque | Check |
| l/ll | Fulfil | Fulfill |
| ll/l | Travelling | Traveling |
| oe/e | Diarrhoea | Diarrhea |
| wards/ward | Towards | Toward |

Table 2.1 Spelling differences between British and American English

American spelling in comparison to British spelling is simpler in some aspects. Kirkpatrick (2007:56-57) mentions that the simplification of words containing -our such as honour, labour or neighbourhood into only -or in honor, labor, neighborhood, or as Boyanova (2013) mentions the change of -ae/-oe/-oeu in anaesthetist, mementoes, manoeuvre into -e/-o/-eu in anesthetist, mementos, manœuvre are some of them. British English also uses re as in theatre, centre and -ise in words like recognise, personalise where American English uses -er in theter, center and -ize in recognize, personalize.

Hogg and Denison (2010:293) present more words which are shorter in American English than in British English: programme or catalogue in British spelling and program and catalog in American spelling. Then there are words, which do not have their own category, because there are just few instances, for example judgement in British English and judgment in American English (the omission of -e-) or the different spelling for some words, as for the special way of paying: British cheque and American check.

Among other well known differences between British and American spelling is the use of either a single l or double l. According to Hassan (2012 :411), British English tends to use the double -ll- before a suffix beginning with a vowel: travelling; and Boyanova (2013) adds that the final -l is doubled in American English when the final syllable is stressed: fulfill. Some scientific terms retain the use of the classical composite vowels oe and ae in British English. These include diarrhoea, anaesthetic, gynaecology, and homoeopathy. In American English, a single e replaces the composite vowel: diarrhea, anesthetic, gynecology, homeopathy. Adverbs and prepositions formed using the suffix “-ward” can also be spelled “-wards,” with no change in meaning. While both spellings occur in American and British English alike, the “-ward” versions are more common in the US, while the “-wards” versions are more common in the UK.

2.3.2 Present Perfect Tense vs Simple Past Tense

Quirk (1991:183-188) states that American English often uses the past simple tense in places where British English would use the present perfect tense. American English even collocates the simple past tense with the time adverbials recently, just, already or yet, which are characteristic for the present perfect tense. Zhang (2008:71) presents two examples expressing the

same idea: British English uses: “I have already eaten.” whereas Americans English: “I already ate”. Here’s another example of Past tense differences between both of English style based on Maxwell and Clandfield (2010):

1. In sentences which talk about an action in the past that has an effect in the present:

American English (AmE) / British English (BrE)

- Jenny feels ill. She ate too much. (AmE)
- Jenny feels ill. She's eaten too much. (BrE)
- I can't find my keys. Did you see them anywhere? (AmE)
- I can't find my keys. Have you seen them anywhere? (BrE)

2. In sentences which contain the words *already*, *just* or *yet*:

American English / British English

- A: Are they going to the show tonight?
- B: No. They already saw it. (AmE)
- A: Are they going to the show tonight?
- B: No. They've already seen it. (BrE)
- A: Is Samantha here?
- B: No, she just left. (AmE)
- A: Is Samantha here?
- B: No, she's just left. (BrE)
- A: Can I borrow your book?
- B: No, I didn't read it yet. (AmE)
- A: Can I borrow your book?
- B: No, I haven't read it yet. (BrE)

2.3.3 Verb agreement with collective nouns

Maxwell and Clandfield (2010) state that in British English, collective nouns, (i.e. nouns referring to particular groups of people or things), (e.g. staff, government, class, team) can be followed by a singular or plural verb depending on whether the group is thought of as one idea, or as many individuals, e.g.,

My team is winning.

The other team are all sitting down.

In American English, collective nouns are always followed by a singular verb, so an American would usually say:

Which team is losing?

whereas in British English both plural and singular forms of the verb are possible, as in:

Which team is/are losing?

2.3.4 Use of delexical verbs (have and take)

According to Maxwell & Clandfield (2010) in British English, the verb have frequently functions as what is technically referred to as a delexical verb, i.e. it is used in contexts where it has very little meaning in itself but occurs with an object noun which describes an action, e.g.,

I'd like to have a bath.

Have is frequently used in this way with nouns referring to common activities such as washing or resting, e.g.,

She's having a little nap.

I'll just have a quick shower before we go out.

In American English, the verb *take*, rather than *have*, is used in these contexts, e.g.,

Joe's taking a shower.

I'd like to take a bath.

Let's take a short vacation.

Why don't you take a rest now?

2.3.5 Use of auxiliaries and modals

Maxwell & Clandfield (2010) defines that in British English, the auxiliary *do* is often used as a substitute for a verb when replying to a question, e.g.,

A: Are you coming with us?

B: I might do.

In American English, *do* is not used in this way, e.g.,

A: Are you coming with us?

B: I might.

According to Murphy (2004) In British English, *needn't* is often used instead of *don't need* (as cited in Aniuranti and Hidayati, 2016), e.g.,

They needn't come to school today.

They don't need to come to school today.

Murphy (2004, as cited in Asnurianti and Hidayati, 2016) mention that in British English, shall is often used to ask for advice or an opinion. In American English, should is often used instead of shall, e.g.,

Shall we ask him to come with us? (British)

Should we ask him to come with us? (American)

2.3.6 Use of prepositions

Asnurianti and Hidayati (2016: 68-69) mentions that in British English, at is used with many time expressions, e.g.,

at Christmas/five 'o' clock

at the weekend

In American English, on is always used when talking about the weekend, not at, e.g.,

Will they still be there on the weekend?

She'll be coming home on weekends.

Maxwell & Clandfield (2010) states that in British English, “at” is often used when talking about universities or other institutions. In American English, “in” is often used, e.g.,

She studied chemistry at university. (British English)

She studied French in high school. (American English)

According to Carter et al (2018) American English uses “on” with street when British English prefers “in”

They were a lovely family. They lived in Walton Street. (American English)

I used to live on Perot Street. (British English)

American English uses through in many situations where British prefers to or till when referring to the end points of periods of time (Carter et al, 2018):

[AmE]

A: Actually she leaves the house at eleven and gets home at four so ...

B: And that’s Monday *through* Friday?

A: Yeah.

[an elderly woman is talking about her working life, BrE]

A: I was doing twelve hours a day from Monday *till* Friday and twelve and a half on a Saturday.

B: And how old were you?

A: Fourteen years old.

2.3.7 Punctuation

According to Penn (2018), there are two major styles of English punctuation: American (commonly followed also in Canada) and British (commonly followed also in Australia and New Zealand). Over the years, these two styles have converged. The few major differences that remain are described below.

Titles

Mr., Mrs., and Ms. all take periods in American English. In British English, the periods are omitted.

Dates

Penn (2018) states that British usage omits the apostrophe in the plural form of dates (e.g., 1980s), whereas the American practice more often includes it (e.g., 1980's). The British style is gaining ground in America, however.

Though not necessarily a matter of punctuation, there is one important distinction between American and British usage when it comes to dates. American usage puts the month first, followed by the day, and then the year. Hence, 12/5/2010 means December 5, 2010, in American usage. The British practice (followed in most of the world) is to put the day first, followed by the month. Hence, 12/5/2010 means May 12, 2010, in British usage. The International Organization for Standardization (ISO) has established the YYYY-MM-DD format, in which December 5, 2010, would be written 2010-12-05. Whether this will catch on with American writers remains to be seen. In the meantime, writing out the month will avoid confusion. Then, Anjuranti and Hidayati (2016: 90) mention that British English uses the pattern *day-month-year* for writing a date. In American, the pattern will be *month-day-year*.

For Example :

-28 April 2016 (BrE)

-April 28, 2016 (AmE)

Time

British usage dictates a period between the hours and minutes when writing the time (e.g., 10.30). American usage dictates a colon (e.g., 10:30).

Quotations

According to Penn (2018), American style uses double quotes (“) for initial quotations, then single quotes (‘) for quotations within the initial quotation.

“Economic systems,” according to Professor White, “are an inevitable byproduct of civilization, and are, as John Doe said, ‘with us whether we want them or not.’ ”

British style uses single quotes (‘) for initial quotations, then double quotes (“) for quotations within the initial quotation.

‘Economic systems’, according to Professor White, ‘are an inevitable byproduct of civilization, and are, as John Doe said, “with us whether we want them or not”’.

The above examples also show that the American style places commas and periods inside the quotation marks, even if they are not in the original material. British style (more sensibly) places unquoted periods and commas outside the quotation marks. For all other punctuation, the British and American styles are in agreement: unless the punctuation is part of the quoted material, it goes outside the quotation marks.

2.3.8 Subjunctive

Mahmood (2011:492-493) states that American English uses the present subjunctive ordinarily, but British English, even though the use of the present subjunctive occurs, still prefers to insert a modal verb or to use the putative should.

In Quirk's opinion (1991:155-157), the putative should express the imaginary or presumed situation, which may or may not come into existence [1] in contrast to the sentence without should-construction [2]. Compare:

[1] *It astonishes me that he **should study** at the university.*

It questions the studying at the university.

[2] *It astonishes me that he **studies** at the university.*

It states the fact.

American English would prefer to use the mandative subjunctive, as in:

*I demand that he **leaves** immediately*, instead of the putative should, typical of British English: *I demand that he **should leave** immediately*.

2.3.9 Vocabulary

According to Oxford Living Dictionary (2018), British and American English often spell the same word differently, for example: *labour/labor*, *enthral/enthrall*, or *centre/center*.

There are also many cases in which the two varieties of English use different terms to describe the same thing. Here's a list of various British words and expressions together with their American equivalents.

| British English | American English |
|----------------------------|-------------------------|
| accommodation | accommodations |
| action replay | instant replay |
| aerofoil | airfoil |
| aeroplane | airplane |
| agony aunt | advice columnist |
| Allen key | Allen wrench |
| aluminium | aluminum |
| aniseed | anise |
| anticlockwise | counterclockwise |
| articulated lorry | tractor-trailer |
| asymmetric bars | uneven bars |
| aubergine | eggplant |
| baking tray | cookie sheet |
| bank holiday | legal holiday |
| beetroot | beet(s) |
| biscuit | cookie; cracker |
| black economy | underground economy |
| blanket bath | sponge bath |
| block of flats | apartment building |
| boiler suit | coveralls |
| bonnet (<i>of a car</i>) | hood |
| boob tube | tube top |
| boot (<i>of a car</i>) | trunk |
| bottom drawer | hope chest |
| bowls | lawn bowling |
| braces | suspenders |
| brawn (<i>the food</i>) | headcheese |
| breakdown van | tow truck |
| breeze block | cinder block |
| bridging loan | bridge loan |
| bumbag | fanny pack |
| candyfloss | cotton candy |
| car park | parking lot |
| casualty | emergency room |

| | |
|-------------------------------|---------------------------|
| catapult | slingshot |
| central reservation | median strip |
| chemist | drugstore |
| chips | French fries |
| cinema | movie theater; the movies |
| cling film | plastic wrap |
| common seal | harbor seal |
| consumer durables | durable goods |
| cornflour | cornstarch |
| cos (<i>lettuce</i>) | Romaine |
| cot | crib |
| cot death | crib death |
| cotton bud | cotton swab |
| cotton wool | absorbent cotton |
| council estate | (housing) project |
| courgette | zucchini |
| court card | face card |
| crash barrier | guardrail |
| crisps | chips; potato chips |
| crocodile clip | alligator clip |
| cross-ply | bias-ply |
| crotchet (<i>music</i>) | quarter note |
| current account | checking account |
| danger money | hazard pay |
| demister (<i>in a car</i>) | defroster |
| dialling tone | dial tone |
| diamante | rhinestone |
| double cream | heavy cream |
| draughts (<i>game</i>) | checkers |
| drawing pin | thumbtack |
| dressing gown | robe; bathrobe |
| drink-driving | drunk driving |
| drinks cupboard | liquor cabinet |
| drinks party | cocktail party |
| driving licence | driver's license |
| dual carriageway | divided highway |
| dummy (<i>for a baby</i>) | pacifier |
| dust sheet | drop cloth |
| dustbin | garbage can |
| earth (<i>electrical</i>) | ground |
| engaged (<i>of a phone</i>) | busy |

| | |
|----------------------------------|---|
| estate agent | real estate agent, realtor (<i>trademark</i>) |
| estate car | station wagon |
| ex-directory | unlisted |
| faith school | parochial school |
| film | movie |
| financial year | fiscal year |
| fire brigade/service | fire company/department |
| first floor | second floor |
| fish finger | fish stick |
| fitted carpet | wall-to-wall carpeting |
| flannel | washcloth |
| flat | apartment |
| flexitime | flextime |
| flick knife | switchblade |
| flyover | overpass |
| football | soccer |
| footway | sidewalk |
| fringe (<i>hair</i>) | bangs |
| full stop (<i>punctuation</i>) | period |
| garden | yard; lawn |
| gearing (<i>finance</i>) | leverage |
| gear lever | gearshift |
| goods train | freight train |
| greaseproof paper | wax paper/waxed paper |
| green fingers | green thumb |
| grill (<i>noun</i>) | broiler |
| grill (<i>verb</i>) | broil |
| ground floor | first floor |
| groundsman | groundskeeper |
| hairslide | barrette |
| hatstand | hatrack |
| hen night | bachelorette party |
| hire purchase | installment plan |
| hoarding | billboard |
| hob | stovetop |
| holdall | carryall |
| holiday | vacation |
| holidaymaker | vacationer |
| homely | homey |
| hosepipe | (garden) hose |
| in hospital | in the hospital |

| | |
|-------------------------------|------------------------------------|
| hot flush | hot flash |
| housing estate | housing development |
| hundreds and thousands | sprinkles (<i>for ice cream</i>) |
| ice lolly | Popsicle (<i>trademark</i>) |
| icing sugar | confectioners' sugar |
| indicator (<i>on a car</i>) | turn signal |
| inside leg | inseam |
| jelly babies | jelly beans |
| Joe Bloggs | Joe Blow |
| Joe Public | John Q. Public |
| jumble sale | rummage sale |
| jump lead | jumper cable |
| jumper | sweater |
| junior school | elementary school |
| kennel | doghouse |
| ladybird | ladybug |
| a lettuce | a head of lettuce |
| level crossing | grade crossing |
| lift | elevator |
| lolly | lollipop |
| lollipop lady (or man) | crossing guard |
| loose cover | slipcover |
| lorry | truck |
| loudhailer | bullhorn |
| low loader | flatbed truck |
| lucky dip | grab bag |
| luggage van | baggage car |
| maize | corn |
| mangetout | snow pea |
| market garden | truck farm |
| marshalling yard | railroad yard |
| maths | math |
| metalled road | paved road |
| milometer | odometer |
| minim (<i>music</i>) | half note |
| mobile phone | cell phone |
| monkey tricks | monkeyshines |
| motorway | expressway; highway |
| mum/mummy | mom/mommy |
| nappy | diaper |
| needlecord | pinwale |

| | |
|----------------------------|-----------------------------|
| newsreader | newscaster |
| noughts and crosses | tic-tac-toe |
| number plate | license plate |
| off-licence | liquor store; package store |
| opencast mining | open-pit mining |
| ordinary share | common stock |
| oven glove | oven mitt |
| paddling pool | wading pool |
| paracetamol | acetaminophen |
| parting (<i>in hair</i>) | part |
| patience | solitaire |
| pavement | sidewalk |
| pay packet | pay envelope |
| pedestrian crossing | crosswalk |
| peg | clothespin |
| pelmet | valance |
| petrol | gas; gasoline |
| physiotherapy | physical therapy |
| pinafore dress | jumper |
| plain chocolate | dark chocolate |
| plain flour | all-purpose flour |
| polo neck | turtleneck |
| positive discrimination | reverse discrimination |
| postal vote | absentee ballot |
| postbox | mailbox |
| postcode | zip code |
| potato crisp | potato chip |
| power point | electrical outlet |
| pram | baby carriage; stroller |
| press stud | snap |
| press-up | pushup |
| private soldier | GI |
| public school | private school |
| public transport | public transportation |
| punchbag | punching bag |
| pushchair | stroller |
| pylon | utility pole |
| quantity surveyor | estimator |
| quaver (<i>music</i>) | eighth note |
| queue | line |
| racing car | race car |

| | |
|---------------------------------|------------------------|
| railway | railroad |
| real tennis | court tennis |
| recorded delivery | certified mail |
| registration plate | license plate |
| remould (<i>tyre</i>) | retread |
| reverse the charges | call collect |
| reversing lights | back-up lights |
| right-angled triangle | right triangle |
| ring road | beltway |
| roundabout (<i>at a fair</i>) | carousel |
| roundabout (<i>in road</i>) | traffic circle |
| rowing boat | rowboat |
| sailing boat | sailboat |
| saloon (<i>car</i>) | sedan |
| sandpit | sandbox |
| sandwich cake | layer cake |
| sanitary towel | sanitary napkin |
| self-raising flour | self-rising flour |
| semibreve (<i>music</i>) | whole note |
| semitone (<i>music</i>) | half step |
| share option | stock option |
| shop | store |
| show house/home | model home |
| silencer (<i>on a car</i>) | muffler |
| silverside | rump roast |
| skeleton in the cupboard | skeleton in the closet |
| skimmed milk | skim milk |
| skipping rope | jump rope |
| skirting board | baseboard |
| sledge | sled |
| sleeper | railroad tie |
| sleeping partner | silent partner |
| slowcoach | slowpoke |
| snakes and ladders | chutes and ladders |
| solicitor | lawyer |
| soya/soya bean | soy/soybean |
| splashback | backsplash |
| spring onion | scallion |
| stag night | bachelor party |
| Stanley knife | utility knife |
| starter | appetizer |

| | |
|-----------------------------|------------------------------|
| state school | public school |
| storm in a teacup | tempest in a teapot |
| surtitle | supertitle |
| swede | rutabaga |
| sweet(s) | candy |
| takeaway (<i>food</i>) | takeout; to go |
| taxi rank | taxi stand |
| tea towel | dish towel |
| terrace house | row house |
| tick | check mark |
| ticket tout | scalper |
| timber | lumber |
| titbit | tidbit |
| toffee apple | candy apple or caramel apple |
| toilet | restroom, bathroom |
| touch wood | knock on wood |
| trade union | labor union |
| trading estate | industrial park |
| trainers | sneakers |
| transport cafe | truck stop |
| trolley | cart |
| twelve-bore | twelve-gauge |
| underground | subway |
| vacuum flask | thermos bottle |
| verge (<i>of a road</i>) | shoulder |
| vest | undershirt |
| veterinary surgeon | veterinarian |
| wagon (<i>on a train</i>) | car |
| waistcoat | vest |
| walking frame | walker |
| wardrobe | closet |
| water ice | Italian ice |
| weatherboard | clapboard |
| white coffee | coffee with cream |
| white spirit | mineral spirits |
| wholemeal bread | wholewheat bread |
| windcheater | windbreaker |
| windscreen | windshield |
| wing (<i>of a car</i>) | fender |
| worktop | countertop |
| zebra crossing | crosswalk |

| | |
|-------------------------|--------|
| zed (<i>letter Z</i>) | zee |
| zip | zipper |

Table 2.2 List of differences between American and British term.