

ABSTRAK

Deffi Tri Mulyaningsih. 2026. *Peningkatan Keterampilan Menulis Surat Resmi melalui Model Think Pair Share Berbantuan Media Surat Autentik pada Siswa Kelas V SD Negeri Gebangbunder Plandaan Jombang.* Tesis. Program Studi Magister Pendidikan Bahasa dan Sastra Indonesia, Sekolah Pascasarjana, Universitas PGRI Madiun. Pembimbing I Prof. Dr. Muhammad Hanif, M.M., M.Pd. Pembimbing II Dr. Lulus Irawati, S.S., M.Pd.

Kata kunci: keterampilan menulis surat resmi, *Think Pair Share*, media surat autentik.

Penelitian ini dilatarbelakangi oleh rendahnya keterampilan menulis surat resmi siswa kelas V SD Negeri Gebangbunder, Kecamatan Plandaan, Kabupaten Jombang. Penelitian ini bertujuan untuk mengetahui peningkatan keterampilan menulis surat resmi melalui penerapan model pembelajaran *Think Pair Share* berbantuan media surat autentik. Penelitian ini merupakan Penelitian Tindakan Kelas (PTK) yang dilaksanakan dalam dua siklus, masing-masing meliputi tahap perencanaan, pelaksanaan tindakan, observasi, dan refleksi. Subjek penelitian adalah 15 siswa kelas V SD Negeri Gebangbunder Tahun Pelajaran 2025/2026. Data dikumpulkan melalui observasi, tes keterampilan menulis surat resmi, wawancara, dan dokumentasi, kemudian dianalisis secara deskriptif kualitatif dan deskriptif kuantitatif. Hasil penelitian menunjukkan bahwa penerapan model pembelajaran *Think Pair Share* berbantuan media surat autentik mampu meningkatkan keterampilan menulis surat resmi siswa. Peningkatan tersebut ditunjukkan oleh nilai rata-rata keterampilan menulis surat resmi yang meningkat dari 66,7 pada tahap prasiklus menjadi 76,0 pada siklus I dan 87,3 pada siklus II. Persentase ketuntasan belajar meningkat dari 40% pada tahap prasiklus menjadi 73,3% pada siklus I dan mencapai 93,3% pada siklus II. Aktivitas guru meningkat dari 55,38% pada tahap prasiklus menjadi 75,38% pada siklus I dan 93,08% pada siklus II, sedangkan aktivitas siswa meningkat dari 48,18% menjadi 72,73% dan 94,55%. Dengan demikian, penerapan model pembelajaran *Think Pair Share* berbantuan media surat autentik mampu meningkatkan keterampilan menulis surat resmi siswa kelas V SD Negeri Gebangbunder, Kecamatan Plandaan, Kabupaten Jombang.

ABSTRACT

Deffi Tri Mulyaningsih. 2026. *Improving Official Letter Writing Skills through the Think Pair Share Model Assisted by Authentic Letter Media for Fifth Grade Students of SD Negeri Gebangbunder, Plandaan, Jombang.* Thesis. Master's Program in Indonesian Language and Literature Education, Graduate School, Universitas PGRI Madiun. Advisor: Prof. Dr. Muhammad Hanif, M.M., M.Pd. Co-Advisor: Dr. Lulus Irawati, S.S., M.Pd.

Keywords: official letter writing skills, Think Pair Share, authentic letter media.

This study was motivated by the low official letter writing skills of fifth grade students at SD Negeri Gebangbunder, Plandaan District, Jombang Regency. The study aimed to determine the improvement in students' official letter writing skills through the implementation of the Think Pair Share learning model assisted by authentic letter media. This study employed Classroom Action Research (CAR), which was conducted in two cycles consisting of planning, action, observation, and reflection. The research subjects were 15 fifth grade students of SD Negeri Gebangbunder in the 2025/2026 academic year. Data were collected through observation, official letter writing tests, interviews, and documentation, and were analyzed using descriptive qualitative and descriptive quantitative techniques. The findings showed that the implementation of the Think Pair Share learning model assisted by authentic letter media improved students' official letter writing skills. The mean score of students' official letter writing skills increased from 66.7 in the pre-cycle to 76.0 in Cycle I and 87.3 in Cycle II. The percentage of learning mastery improved from 40% in the pre-cycle to 73.3% in Cycle I and reached 93.3% in Cycle II. Teacher activity increased from 55.38% in the pre-cycle to 75.38% in Cycle I and 93.08% in Cycle II, while student activity increased from 48.18% to 72.73% and 94.55%, respectively. Therefore, the implementation of the Think Pair Share learning model assisted by authentic letter media successfully improved the official letter writing skills of fifth grade students at SD Negeri Gebangbunder, Plandaan District, Jombang Regency.