CHAPTER II

Review of related literature.

This chapter discusses some related literatures for this study. It discusses Socialinguistics, Code mixing, Speech Comunity and Document Controller.

2.1. Sociolinguistics

The analysis of code mixing in PT Panca Aditya sejahtera office is mainly based on code mixing theory. In this chapter will reviews some underlying sociolinguisticts theories related to the study.

Holmes (1992:1-2) states that socialinguistics is the study of the relationship between language and society. In the words, sociolinguistics is concerned with the relationship between language and context in which it is used. By examining the relationship, she continues, people will know how language and context in which it is used. By examining the relationship, she continues, people will know how language works and socia; relationship exist in a community.

According spolsky in Jendra (2010:10), Sociolinguistics in the field that studies the relation between language and society, between the used of language and the social structures in which the user of language live.

While jendra says that sociolinguistics is a branch of sociolinguistics that takes language as an object of study, in a way that is usually distinguished from how syntax, semantics, morphology, and phonology handle it (2010:10).

Almost the same as Holmes in wardough's (1986:13) opinion which states that sociolinguistics is concerned with investigating the relationships between language and society with the goal being a better understanding of the structure of language and of how languages function in communication.

Another definition come from Downes in Wardhaugh (1986:15) Sociolinguistic research as 'work which is intended to achieve a better understanding of the nature of human language by studying language in its social context and/or to achieve a better understanding of the nature of the relationship and interaction between language and society.

from the experts opinion above it can conclute that sociolinguistics is actually the study of a relationship between language and society. it is a fact that language is closely related to the society and it will be useless if the society can not use in the right way.

This study uses these sociolinguistics theories as supported for the analysis. It applies these theories for the interpretation of thr findings because in doing this research related to the language and the society it self.

2.2. Theory of Bilingualism.

In 1964, Hymes, one of the most note world sociolinguists, suggested eight factors that bilingual,multilingual,or monolingual people may consider when choosing a code. The factors were were formulated into an acronym,namely SPEAKING,which stands for Setting and Scene, Participants, Ends, Act sequence, Key, Instrumentalities, Norms of interaction, and Genre (jendra,2010:71)

According to Made Indrawan Jendra (2010:69) Bilingualism is a situation when some languages used by the bilinguals are seen to be in complementary to each other. In this type both language are used, honored, and maintained to the same level. In other words, they are considered as equally important in the social and culture aspect.

Weinreich's (2004) in May, S. Idefinition of 'alternately using two languages' is equally difficult to explain and defend, albeit for very different reasons. This is because it does not indicate a minimum or reasonable level of bilingual proficiency. Consequently, it could be used to describe a new language learner who has to codeswitch, or move between languages, in order to compensate for their lack of proficiency in the second language. Or, it could be used to describe a highly proficient bilingual speaker who is able to codeswitch, or swap language modes at will, dependent on context, audience, meaning, and appropriateness.

2.3. Theory of Code Mixing

There are some definition of code mixing. According to Gumperz in Jendra, in code mixing, pieces of one language are used while a speaker is basically using another language (2010:79). Wardhaugh (1986: 102) says that code is the particular dialect or language one chooses to use on any occasion, and a system for communication between two or more parties.

According to Nancy bonvillain (2011:336) Code mixing is a linguistic process that incorporates from a second language into a base language, adddind morphological markers of the base to introduse elements. It differs from code switching by more deeply integreting mixed material into the host's linguage system.

Code mixing usually occurs in bilingual or multilingual community or society and the function (meaning) of the languages can not be clearly separated. This code mixing is used when the conversant use both languages together to the extent that they change from one language to the other in the course of a single utterance (Wardhaugh, 1986: 103)

Holmes (1992 : 50) suggests that code mixing when the speaker combines their codes randomly or maybe because of insufficiency, while the switches are properly in meaning of the two codes. The code mixing can be triggered by the lack of vocabulary and the lack of knowledge to describe an object.

There are several factores that cause the occurence of code mixing, To show solidarity of familiarity.

Wardhaugh dsif thst conversational code mixing is not just haphzard mixing of the language brought about by laziness or ignorance or some combination of these. Rather, it requires conversant to have a sophisticated knowledge of both language and to be absolutely aware of community norms. These norms require that both language be used in this way so that conversant can show their familiarity or solidarity (1986:110)

There are two kinds of code mixing, those are inner code-mixing and outer code mixing (Suwito, 1985: 76). Inner code mixing is code mixing that happen because elements insertion stemming from original language with all its variation. Outer code mixing is code mixing that happen because elements insertion stemming from foreign language. As does code mixing, there are some causes pushing the happening of code mixing, for example identifying role, identify the manner.

Incompetence, Code mixing suggets the speaker is mixing up codes indiscriminately or perhaps because incompetence (Holmes, 1992:90)

From the above explanation, it can be determined that there is a connection between the theory of mixed code mixed with this research. This is caused by the subjects in this study investigated the conversation on a document control division using Indonesian language, the Java language and the English language in daily conversation with other divisions at PT Panca Aditya Sejahtera.

Suwito also classified the code mixing into six forms (1985:78-80)

2.2.1. Inserting words

In this case, the speaker inserts an utterance or a word expression of another language when he is communicating for instance : "loh jangan dimetingkan dulu, soalnya dokumen

dokumennya mau *direvisi*"

2.2.2. Inserting phrase The speaker inserts two or more words, then they are combined but the phrase does not contain a finite verb. Sometimes, the speaker puts original expressions of other languages in using a language, for example : "tapi hari ini aku ada *meeting* dengan *leader Assembly*"

- 2.2.3. Inserting the hybrid clause
 In this event, the speaker puts two varieties of another language in a language which is used, for example : *"Stamp controlled* nya ojok sampe' keluar dari line nya document ya !"
- 2.2.4. Inserting reduplicated word At this, the speaker inserts the repeated word of another language when be uses a language, for instance, "kalo" kerjaan ruwet kayak gini, weekend besok butuh refresh otak dan *walking* - *walking* biar otakku gak terkontaminasi dengan dokumen dokumen ini"

2.2.5. Inserting idiom

The speaker inserts a group of word in which the meaning are not said. The example of this from is, "Mangkane ta yg rajin jd karyawan itu, *Like me*. Punya

prinsip Kerjo kok Alon Alon asal Kelakon, itu harus dihindari bro"

2.2.6. Inserting clauseIn this case, the speaker inserts a group of words consisting of a subject and a predicate, for example :*"wait minute, after lunch* langsung aku *inbox"*

2.4. Speech Community

A speech community is a community whose members share at leas

a single variety and the norm for its appropriate use (Jendra, 2010:30).

More, according to Eastman in Jendra (2010:30) argue,

The term speech community refers to the unit of analysis of a language in its context; that is, the speech community is the unit of analysis of language in a culture or in society. A speech community is a set of individuals who shere the knowledge of what is the appropriate conduct and interpelation of speech. These individuals also shere the understanding of at least one language so that they may communicate with each other. According to Labov's in Wardhaugh (1972: 120):

> The speech community is not defined by any marked agreement in the use of language elements, so much as by participation in a set of shared norms; these norms may be observed in overt types of evaluative behavior, and by the uniformity of abstract patterns of variation which are invariant in respect to particular levels of usage.

2.5. Document Control

Document is Something <u>tangible</u> that <u>records communication</u> or <u>facts</u> with the help of <u>marks</u>, <u>words</u>, or <u>symbols</u>. A document <u>serves</u> to <u>establish</u> one or several facts, and can be relied upon as a <u>proof</u> thereof. Generally speaking, <u>documentsfunction</u> as <u>evidence</u> of intentions, whereas records function as evidence of <u>activities</u>. A document controller is a person who has responsibility for managing the document of an organization for a project, or for an entire organization to much higher degree of reliability for security, version, visibility, availability and most importantly with controlled, reable audit trail .

PT Panca Aditya Sejahtera is a big company that has the ISO 9001:2008 standard, which is an international standard for quality management system. So that in applying a system procedure documentation necessary to ensure that the implementation of quality management system takes place in a focused, controlled and measured. these documents affect the conversations between employees.