

## CHAPTER IV

### CONCLUSION

In this chapter, I would like to choose the best solution of overcoming difficulties in writing English business e-mails while doing internship at CV Global Trading Unggul. As stated in chapter II, the first cause of the problem is, I only knew a few business vocabularies. The second cause is, I did not apply the correct grammar which can make the reader misunderstood, or not understand what I meant.

In chapter III, I already explained the possible solutions to overcome my problem. The first potential solution is I will learn more about business vocabulary by reading books and articles in newspaper and magazines about business. Reading books about business can help me to understand how to do business. The second potential solution is I will take a grammar course to improve my grammar. Taking a grammar course will help me to re-learn tenses again. The third potential solution is I ask my supervisor to check and discuss my e-mails before sending them to the customers. It will avoid mistakes before I send the e-mail to the customer.

After analyzing the possible solutions to overcome my problem, I choose to combine the potential solutions. The reason why I choose to combine all the solutions is because they support each other. Reading books and articles can help me to understand more about writing English business e-mails, learning grammar will help me more easily in writing e-mails, and asking the supervisor will help me avoid mistakes that I will make. So I choose to combine the potential solutions.