

## ABSTRACT

### **Communication Management of Central Language Improvement of OPPM in Improving Arabic and English skills Students of Class 5 PMDG**

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The use of good Arabic and English is a special feature of Darussalam Gontor Modern Islamic Institution. For this reason, a special section was formed to realize the atmosphere of Islamic boarding schools which are active in Arabic and English in their daily lives, namely the Central Language Improvement section of OPPM. Improving the language for class students is important, because class 5 students are managers of dormitory who must be an example for members of class 1 to class 4 in official language every day. This study aims to find out how the communication management of the Central Language Improvement section of OPPM in improving Arabic and English language skills of class 5 students of PMDG. By using a qualitative descriptive method, the researcher collected data by conducting interviews, observation and documentation. Next, the researcher analyzed the data by reducing the data needed, presenting it with narrative language and drawing conclusions. The results of the study show that communication management is carried out by referring to the four stages of management, namely planning, organizing, actuating and controlling. The planning phase is carried out by compiling 4 work programs that are obtained from the results of working meetings. Organizing stage is carried out by detailing all works, then assigning to each member of the organization and integrating it with all organizational activities. Actuating stage is carried out by implementing reward and punishment. In this stage, leadership and motivation play a very important role. Finally, controlling is carried out by setting work standards, assessing performance and making improvements. This research is expected to contribute to scientific studies, especially communication management.

**Key Word:** *Communication Management, POAC, Central Language Improvement section of OPPM, Arabic and English skills.*