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ABSTRAC

Instructional material is an important element in the teaching and learning process. There are many kinds of sources can be used by the teacher to convey material to the students. Besides using textbook, the teacher needs supplementary material from other sources, for example; the use of workbook. Workbook functions as supplementing the textbook program in skills, aiding in maintaining good language habits. Workbook provides many exercises for the students to help them study English.

The purposes of this study are to know the relevance of workbook used by the teacher and the students at SLTPN 04 Batu with the curriculum, to know how the teacher used workbook, and the students used workbook and students' perceptions about the use of workbook at SLTPN 04 Batu.

This study is descriptive one. In this case, the writer used three research subjects, those are; workbook (prestasi), the teacher and the students of second grade of SLTPN 04 Batu. The instruments used in this research were structured questionnaire, observation checklist and document.

In eliciting the data using questionnaire, the writer grouped the students' answers based on the occurrence of the items in each question. Then the writer converted score into percentage. From the data above, the writer could conclude the result of the questionnaire. The observation checklist was analyzed to answer how the teacher and the students used the workbook. The research problem number one was answered by analyzing the workbook. Based on the research finding, the writer concluded that the workbook used by the teacher and the students was relevance to the Basic Course Outline, the teacher and the students used this workbook as supplementary material in learning English, and the students' perceived positively toward the workbook used in the teaching and learning process because this workbook helped them to study English.