<table>
<tr><td rowspan="3"></td><td rowspan="3">Universitas Negeri Surabaya
Faculty of Education,
Psychology Undergraduate Study Program</td><td>Document Code</td></tr>
</table>

Universitas Negeri Surabaya **Faculty of Education,** **Psychology Undergraduate Study Program**						**Document Code**

SEMESTER LEARNING PLAN

Courses		CODE	Course Family	Credit Weight			SEMESTER	Compilation Date
LEADERSHIP PSYCHOLOGY		7320102171	Study Program Elective Courses	**T=2**	**P=0**	**ECTS=3.18**	5	December 21, 2023

AUTHORIZATION	SP Developer	Course Cluster Coordinator	Study Program Coordinator
	Ni Wayan Sukmawati Puspitadewi	Dr. Umi Anugerah Izzati, M.Psi., Psikolog	Yohana Wuri Satwika, S.Psi., M.Psi.

Learning model	**Project Based Learning**

Program Learning Outcomes (PLO)	**PLO study program which is charged to the course**
	Program Objectives (PO)
	PO - 1 — is an ability that is specifically described from the CPL imposed on a course, and is specific to the study material or learning materials for that course.
	PLO-PO Matrix

P.O
PO-1

PO Matrix at the end of each learning stage (Sub-PO)

P.O	Week															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
PO-1																

Short Course Description	This course discusses obtaining human resources that suit organizational needs, with planning, management and individual development to achieve organizational goals, and performance assessment.

References	**Main :**
	1. Rivai, Veithzal & Sagala, J Ella(2011) : Manajemen Sumber Daya Manusia Untuk Perusahaan Dari Teori kePraktik. Penerbit : PT. Raja GrafindoPersada. 2. Ranupandjo, H & Husnan, S(2002) : Manajemen Personalia. Penerbit : BPFE-Yogyakarta
	Supporters:
	1. Rivai, Veithzal & Sagala, J Ella(2011) : Manajemen Sumber Daya Manusia Untuk Perusahaan Dari Teori kePraktik. Penerbit : PT. Raja GrafindoPersada. Ranupandjo, H & Husnan, S(2002) : Manajemen Personalia. Penerbit : BPFE-Yogyakarta

Supporting lecturer	Ni Wayan Sukmawati Puspitadewi, S.Psi., M.Psi.

Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline (offline)	Online (online)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

1	Understand the meaning of Personnel Psychology	1.Provides an understanding of personnel 2.Can explain the scope of personnel	**Criteria:** Score 4 if very good, score 3 if good, score 2 if adequate, score 1 if poor **Form of Assessment** : Participatory Activities	Contextual Instruction (CI) 2 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	3%
2	Understanding Job Analysis	1.Explain meaning 2.Able to describe aspects in job analysis	**Criteria:** 1.the assessment sheet 2.rubric **Form of Assessment** : Participatory Activities	Contextual Instruction (CI) 2 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	5%
3	Understanding Job Analysis	1.Explain the steps and techniques of job analysis 2.Able to show examples of job descriptions and specifications 3.Able to look at examples of job descriptions and specifications	**Criteria:** Score 4 if very good, score 3 if good, score 2 if adequate, score 1 if poor **Form of Assessment** : Participatory Activities	Contextual Instruction (CI) Problem Based Learning and Inquiry (PBL) 2 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	3%
4	Applying Job Analysis	Able to design job descriptions and job specifications	**Criteria:** Score 4 if very good, score 3 if good, score 2 if adequate, score 1 if poor **Form of Assessment** : Participatory Activities	Project Based Learning (PjBL) 2 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	3%

5	Understanding Human Resource Planning and Forecasting	1.Able to explain and integrate human resource planning 2.Able to apply knowledge and abilities in HR planning	**Criteria:** Score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Participatory Activities	Contextual Instruction (CI) Collaborative learning 2 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	3%
6	Understanding Human Resource Planning and Forecasting	1.Explain the meaning of forecasting 2.Able to understand techniques in forecasting	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Participatory Activities	Contextual Instruction (CI) Discovery Learning (DL) 4 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	3%
7	UTS	Conformity of practical results with instructions	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Participatory Activities, Project Results Assessment / Product Assessment	Paper Pencil 4 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	10%
8	UTS	Conformity of practical results with instructions	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Participatory Activities, Project Results Assessment / Product Assessment	Paper Pencil 4 X 50		**Material:** Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada. Ranupandjo, H & Husnan, S(2002): Personnel Management. Publisher: BPFE-Yogyakarta **Library:**	10%

			Criteria			Material	
9	Understand and apply performance appraisal	Explain the meaning and purpose of performance appraisaldescribe the uses and types of performance appraisalunderstand and explain aspects and methods of performance appraisal	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Participatory Activities	CISOLPjBL 4 X 50		**Material:** applying performance assessment **References:** *Rivai, Veithzal & Sagala, J Ella (2011) : Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	5%
10	Understanding Compensation	1.Explain the meaning, objectives, factors in compensation 2.Describe the motivational theory of justice in compensation	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Project Results Assessment / Product Assessment	Contextual Instruction (CI) 4 X 50		**Material:** Understanding Compensation **Literature:** *Rivai, Veithzal & Sagala, J Ella (2011) : Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	10%
11	Understanding Compensation	1.Explain the compensation process 2.Understand finances, rewards, bonuses, commissions and wages	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Project Results Assessment / Product Assessment	Contextual Instruction (CI) 2 X 50		**Material:** compensation **References:** *Rivai, Veithzal & Sagala, J Ella (2011) : Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	5%
12	Understanding HR development	1.Explain the meaning, objectives, benefits of HR development 2.Describe the steps for HR development.	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Project Results Assessment / Product Assessment	Contextual Instruction (CI) 2 X 50		**Material:** HR development **References:** *Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	5%
13	Applying HR Development	1.Able to describe HR development methods and strategies 2.Implementing HR development programs	**Criteria:** 4 very good, 3 good, 2 fair, 1 poor **Form of Assessment** : Project Results Assessment / Product Assessment	Self-Directed Learning (SOL) Project Based Learning (PjBL) 4 X 50		**Material:** HR development **References:** *Rivai, Veithzal & Sagala, J Ella (2011): Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	5%

No	(topic)	(sub-PO)	Criteria / Form of Assessment	Learning form / time		Material / References	Weight
14	Understanding individual Career Management	1.Explain the meaning, benefits and objectives of individual career management 2.Describe career determining factors	**Criteria:** 4 very good, 3 good, 2 fair, 1 poor **Form of Assessment** : Participatory Activities	Contextual Instruction (CI) 4 X 50		**Material:** Individual career management **References:** *Rivai, Veithzal & Sagala, J Ella (2011) : Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	5%
15	Understanding individual Career Management	1.Can understand and explain career planning and development. 2.Explain the roles of employees and employers	**Criteria:** score 4 is very good, score 3 is good, score 2 is sufficient, score 1 is poor **Form of Assessment** : Project Results Assessment / Product Assessment	Self-Directed Learning (SOL) Project Based Learning (PjBL) 2 X 50		**Material:** Individual career management **References:** *Rivai, Veithzal & Sagala, J Ella (2011) : Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	5%
16	UAS	Practical Performance	**Criteria:** Conformity of practical results with instructions **Form of Assessment** : Project Results Assessment / Product Assessment	practicum 2 X 50		**Material:** Practical **Literature:** *Rivai, Veithzal & Sagala, J Ella (2011) : Human Resource Management for Companies from Theory to Practice. Publisher : PT. Raja Grafindo Persada.*	20%

Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
1.	Participatory Activities	40%
2.	Project Results Assessment / Product Assessment	60%
		100%

Notes
1. **Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
2. **The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
3. **Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
4. **Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
5. **Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
6. **Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
7. **Forms of assessment:** test and non-test.
8. **Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
9. **Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.

12. TM=Face to face, PT=Structured assignments, BM=Independent study.