	Universitas Negeri Surabaya Faculty of Educational Sciences Bachelor of Education Management Study Program					Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date
Non-Formal Education Management	8620402065		T=2	P=0	ECTS=3.18	4	July 18, 2024

AUTHORIZATION	SP Developer	Course Cluster Coordinator	Study Program Coordinator
	....	....	Syunu Trihantoyo, S.Pd., M.Pd.

Learning model	**Project Based Learning**

Program Learning Outcomes (PLO)	**PLO study program that is charged to the course**
	Program Objectives (PO)
	PO - 1 Able to implement PAUD and PNF management including planning, implementation and evaluation
	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	The course discusses the concept of lifelong learning and lifelong education, planning, organizing, mobilizing, monitoring, assessing, developing PNF, TQM in PNF management, and PNF programs

References	**Main :**	

1. p>
2. David R, Evans. 1981. The Planning of Non-formal Education. Paris: Unesco
3. Edwar Salis, 2005. Total Quality Management. (terjemahan)
4. Kindervater, Suzanne. 1979. Nonformal Education as an Empowering Process which Case Studies from Indonesia and Thailand. Massachusetts: Centre for International Education University of Massachusetts.
5. Manullang. 1992. Dasar-dasar Menajemen. Jakarta: Ghalia Indonesia.
6. Skager, R. 1979. Life Long Education and Evaluation Practice. New York: Perganon Press.
7. Soesilo Martojo. 1988. Pengetahuan Dasar Manajemen dan Kepemimpinan. Yogyakarta: BPFE.
8. Sudjana, D. 2004. Manajemen Program Pendidikan untuk Pendidikan Non Formal dan Pengembangan Sumber Daya Manusia. Bandung: Falah Production.
9. Sudjana, D. 2004. Pendidikan Nonformal, Wawasan, Sejarah Perkembangan, Filsafat, Teori Pendukung dan Azas. Bandung: Falah Production.
10. Sudjana, D. 2006. Evaluasi Program Pendidikan Luar Sekolah. Bandung: Falah Production.

	Supporters:	

Supporting lecturer	Dr. Heryanto Susilo, S.Pd., M.Pd. Windasari, S.Pd., M.Pd.

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 objectives and learning strategies of PNF Management	1. Understand RPS2. Understand learning strategies3. Understand course assignments	**Criteria:** Students understand the objectives of programming the PNF Management course	Exploration Questions and answers 2 X 50			0%
2	Students are able to understand the nature of PNF Management	Understand the nature of PNF management	**Criteria:** If students understand the basic concepts of PNF	The presentation is to answer structured assignments 2 X 50			0%
3	Understand the basic concepts of PNF management	Understand the concept of PNF management	**Criteria:** If the group is able to explain the basic concepts of PNF management	Exploration Presentation Questions and answers 2 X 50			0%
4	PNF management planning	Understand planning in the PNF program	**Criteria:** If students are able to explain PNF planning and the PRA model	Group discussion 2 X 50			0%
5	Organizing PNF management	Understand the organization of PNF management	**Criteria:** If students are able to describe the organization of PNF	Discussion 2 X 50			0%
6	PNF management drive	Understand the drivers of PNF management	**Criteria:** If students are able to explain the movement in PNF	Discussion 2 X 50			0%
7	Students understand PNF management supervision	Understanding supervision in PNF management	**Criteria:** If students are able to explain PNF supervision	Discussion Questions and answers 2 X 50			0%
8	Students are able to understand the PNF assessment	Understand PNF management assessment	**Criteria:** If students are able to explain the assessment in PNF	Discussion 2 X 50			0%
9	UTS	Students are able to understand: 1. The essence of PNF2 management. PNF3 Management. Analysis of organizational needs4. PRA Method	**Criteria:** If students get UAS results with a minimum score of 65	Written test 2 X 50			0%
10	Students understand the development of the PNF program	Understand the follow-up to development results	**Criteria:** If students understand the development of the PNF program	Discussion 2 X 50			0%
11	Students understand Total Quality Management from the PNF review	Understanding TQM in PNF	**Criteria:** If students are able to explain TQM and TQM criteria in PNF	Discussion 2 X 50			0%
12	Students understand the types of PNF program (case 1)	Understand the types of PNF programs	**Criteria:** If students understand community education programs	Discussion 2 X 50			0%

13	Students understand the PNF program (case 2)	Understand the types of PNF programs	**Criteria:** If students understand parenting education	Discussion 2 X 50			0%
14	Students understand the PNF program (Case 3)	Understand the types of PNF programs	**Criteria:** If students understand the life skills in PNF	Discussion 2 X 50			0%
15	Observations of PNF institutions	Understand PNF management cases	**Criteria:** If students are able to make observation reports	Small groups 2 X 50			0%
16							0%

Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
		0%

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.