Universitas Negeri Surabaya Faculty of Education Undergraduate Guidance and Counseling Study Program **Document** Code

SEMESTER LEARNING PLAN

Courses		CODE	Course Famil	у	Cred	lit We	ight	SEMESTER	Compilation Date	
Development of Guidance and Counseling Programs			8620102116	Compulsory Study Program Subjects		T=2	P=0	ECTS=3.18	2	August 10, 2024
AUTHORIZATION		SP Developer			se Cl dinat			Study Program	Coordinator	
		Bambang Dibyo Wiyono, S.	Pd., M.Pd Dr. Wiryo Nuryono, S.Pd., M.Pd; Dr. Elisabeth Christiana, M.Pd		eth	Dr. Evi Winingsih, S.Pd., M.Pd.				
Learning model	Project Based L	Based Learning								
Program Learning	PLO study pro	gram v	which is charged to the co	ourse						
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Outcomes (PLO)

PLO-9	Able to design, implement and utilize the results of needs assessments for guidance and counseling services
PLO-11	Able to manage guidance and counseling services in various contexts and report the results to related parties using information and communication technology

Program Objectives (PO)

PO - 1	Have knowledge of the concepts and models of guidance and counseling programs
PO - 2	Able to compare the stages of development of guidance and counseling programs
PO - 3	Have the ability to develop guidance and counseling programs
PO - 4	Have the ability to prepare service implementation plans

PLO-PO Matrix

P.O	PLO-9	PLO-11
PO-1	,	\
PO-2	•	'
PO-3	•	'
PO-4	•	'

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	1	1	1	1												
PO-2					1											
PO-3						1	1	1	1							
PO-4										1	1	1	1	1	1	1

Course Description

This course teaches students about the process of developing a school guidance and counseling program based on a developmental framework or what is known as Comprehensive Guidance and Counselling. The programs developed are in the form of annual/semester programs and Service Implementation Plans (RPL). The RPL developed includes four types of services, namely: classical guidance services (Classical Guidance Service Implementation Plan), group guidance services (Group Guidance Service Implementation Plan), individual counseling services (Individual Counseling Service Implementation Plan), and group counseling services (Implementation Plan Group Counseling Services). The four types of services cover personal, social, learning and career areas. The learning procedures used to achieve learning outcomes are; problem-based learning and project-based learning. The success of this course is measured based on student activity, assessment of project/product results, portfolio assessment, practicum assessment, performance and tests. The study materials for guidance and counseling program development courses are as follows:

1. The essence of guidance and counseling programs 2. Procedures/stages for development (understanding, objectives, benefits, types and developers of guidance and counseling programs 3. Guidance and counseling program models comprehensive 4. Concept of guidance and counseling program plan 5. Preparation of guidance and counseling program

References

Main:

- Gysbers, N.C, & Henderson, P. 2012. Developing and Managing Your School Guidance Programs. Alexanderia, Virginia; American Assosiation for Counseling and Development.
- Kemendikbud. 2014. Peraturan Menteri Pendidikan dan Kebudayaan Republik Indonesia Nomor 111 Tahun 2014 Tentang Bimbingan dan Konseling pada Pendidikan Dasar dan Pendidikan Menengah.
- 3. Kemendikbud. 2016. Panduan Operasional Penyelenggaraan Bimbingan dan Konseling Sekolah Menengah Pertama. Jakarta: Kemendikbud.
- Yusuf, S., & Nurihsan. 2019. Pengembangan Program Bimbingan dan Konseling di Sekolah. Bandung: Remaja Rosdakarya.
- 5. Yusuf, S. 2009. Program Bimbingan dan Konseling di Sekolah. Bandung: Rizqi Press.
- 6. Worsham, D., & Ward, M. A. (2018, February). Student Guidance & Development.

Supporters:

- Wiyono, B. D., Purwoko, B., & Winingsih, E. (2021). Pengembangan Bahan Ajar Manajemen Bimbingan dan Konseling Berorientasi Higher Order Thinking Skills (HOTS). Jurnal Komunikasi Pendidikan, 5(1), 40–54. https://doi.org/10.32585/jkp.v5i1.1040
- 2. Khusumadewi, A., WS, H. W., & Wiyono, B. D. (2017). Pengembangan modul cultural awareness untuk konselor sebaya. Jurnal Bikotetik (Bimbingan dan Konseling: Teori dan Praktik), 1(1), 30-36.
- 3. Wiyono, B. D., Muis, T., & Khusumadewi, A. (2018). Pengembangan Blended Learning Mata Kuliah Dinamika Kelompok untuk Mahasiswa Jurusan Bimbingan Dan Konseling. Jurnal Bimbingan Dan Konseling Terapan, 2(2), 168-177.
- Nursalim, M., Wiyono, B. D., Nuryono, W., Rahmasari, D., & Laksmiwati, H. (2021). Development of the Psychoeducation Model to Decrease Academic Stress When Learning from Home (LFH). Cypriot Journal of Educational Sciences, 16(4), 1492-1502.

Supporting lecturer

Dr. Eko Darminto, M.Si. Prof. Dr. Mochamad Nursalim, M.Si. Prof. Dr. Budi Purwoko, S.Pd., M.Pd. Dr. Wiryo Nuryono, S.Pd., M.Pd. Bambang Dibyo Wiyono, S.Pd., M.Pd.

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

1	Students	1.Able to explain	Criteria:	Problem	Materia		
	understand the essence of	the meaning of	1. ■ Summarizing	based	Develop		
	developing	guidance and	lecture material •	learning (Problem	and Mar Your Sc		
	guidance and counseling	counseling	Compiling a mind map	based	Guidano		
	programs	programs. 2.Able to explain	2.Scoring	learning)	Counsel		
	(meaning, purpose, benefits, types and	the principles	Guidelines	2 X 50	Program		
	developers of	of developing	(Marking		Referen		
	guidance and	guidance and	Scheme)		Gysbers & Hende		
	counseling programs	counseling			P. 2012.		
	programs	programs.	Forms of Assessment :		Develop	ning	
		3.Able to explain	Participatory		and Mar		
		the benefits of guidance and	Activities, Project		Your Sc. Guidand		
		counseling	Results Assessment /		Program		
		programs.	Product Assessment		Alexand		
		4.Able to			Virginia;		
		mention and			America		
		explain the			Associal Counsel		
		types of			and	ing	
		guidance and			Develop	ment.	
		counseling					
		program development.			Materia	l:	
		5.Able to explain			About B		
		the			primary		
		characteristics			seconda educatio		
		of guidance			Referen		
		and counseling			Ministry	of	
		programs			Education		
					Culture.		
					Regulati the Mini		
					Educatio		
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					Number 2014	111 01	
					concern	ina	
					Guidano		
					Counsei		
					Primary		
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					Luddan	<i></i>	
					Materia	1:	
					Operation		
					Guide fo		
					Impleme		
					of BK fo		
					Library:		
					Ministry		
					Education		
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					Operation Guide for		
					Providin		
					Junior H		
					School		
					Guidano		
					Counsei Jakarta:		
					Ministry		
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					Materia		
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					of Guida and Gui		
					Program		
					Schools		
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					S., & Nu	rıhsan.	
					2019. Develop	ıment	
					of Guida		
					and		
					Counsei		
					Program	ns in	
					Schools Bandun	.	
					Banduni Rosdaka		
					Youth.	.,	
				1	<u> </u>		

2	Students	1.Able to explain	Criteria:	Problem	Material:	3%
·	understand the	the meaning of	1.Scoring	based	Developing	370
	essence of				and Managing	
	developing	guidance and	Guidelines	learning (Problem	Your School	
	guidance and	counseling	(Marking			
	counseling	programs.	Scheme)	based	Guidance and	
	programs	2.Able to explain	2. ◆ Summarizing	learning)	Counseling	
	(meaning, purpose,	the principles	lecture material •	2 X 50	Program	
	benefits, types and	of developing	Compiling a		Reference:	
	developers of guidance and		mind map		Gysbers, NC,	
	counseling	guidance and	minu map		& Henderson,	
	programs	counseling	Form of Assessment		P. 2012.	
	programs	programs.	Form of Assessment		Developing	
		3.Able to explain]:		and Managing	
		the benefits of	Project Results		Your School	
		guidance and	Assessment / Product		Guidance	
		counseling	Assessment, Portfolio		Programs.	
		•	Assessment		Alexanderia,	
		programs.			Virginia;	
		4.Able to			American	
		mention and				
		explain the			Association for	
		types of			Counseling	
		guidance and			and	
		counseling			Development.	
		•			F	
		program			Material:	
		development.			About BK in	
		Able to explain			primary and	
		the			secondary	
		characteristics				
		of guidance			education	
		and counseling			Reference:	
					Ministry of	
		programs			Education and	
					Culture. 2014.	
					Regulation of	
					the Minister of	
					Education and	
					Culture of the	
					Republic of	
					Indonesia	
					Number 111 of	
					2014	
					concerning	
					Guidance and	
					Counseling in	
					Primary	
					Education and	
					Secondary	
					Education.	
					ddoddon.	
					Material:	
					Operational	
					Guide for the	
					Implementation	
					of BK for	
					Middle Schools	
					Library:	
					Ministry of	
l					Education and	
l					Culture. 2016.	
l					Operational	
l					Guide for	
l					Providing	
l					Junior High	
					School	
					Guidance and	
l					Counseling.	
					Jakarta:	
					Ministry of	
					Education and	
					Culture.	
					Januaro.	
					B	
					Material:	
					Development	
					of Guidance	
					and Guidance	
l					Programs in	
l					Schools	
l					Library: Yusuf,	
l					S., & Nurihsan.	
					2019.	
					Development	
					of Guidance	
					and	
					Counseling	
					Programs in	
					Schools.	
					Bandung:	
			Ĩ	l	Rosdakarya	
					Youth.	
					Youth.	

understand the procedures/stages of developing guidance and counseling programs	able to identify the core activities in each stage of development of the guidance and counseling program 2.Students can explain the guidance and counseling program model; 3.Students can explain the components of the guidance and counseling program

1.Scoring
Guidelines
(Marking
Scheme)
2.Compile a mind
map

Form of Assessment

Project Results Assessment / Product Assessment based learning (Problem based learning) 2 X 50

Developing and Managing Your School Guidance and Counseling Program Reference: Gysbers, NC, & Henderson, P. 2012. Developing and Managing Your School Guidance Programs. Alexanderia, Virginia; American Association for Counseling and Development.

Material: about BK in elementary and middle schools Library: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education.

Material:

Guide to the Operational Implementation of Middle School Guidance and Counseling Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture.

Material: Bk
Program
Development
Library: Yusuf,
S., & Nurihsan.
2019.
Development
of Guidance
and
Counseling
Programs in
Schools.
Bandung:
Rosdakarya
Youth.

Material: Guidance and Counseling Program in Schools

					Yusuf Guida Couns Progra Schoo	ols. ung: Rizqi	
4	Students gain insight into the comprehensive guidance and counseling program model	1.Students are able to analyze models of comprehensive guidance and counseling programs 2.Students can differentiate the stages of development of the BK program 3.Students can explain aspects of each stage	Criteria: 1.Rubric 2.Prepare a comparison matrix Forms of Assessment: Project Results Assessment, Portfolio Assessment, Practice / Performance	Problem based learning (Problem based learning) 2 X 50	Mater Devel and M Your S Guida Couns Progra Refer Gysbe & Herr P. 201 Devel and M Your S Guida Progra Alexa Virgin Ameri Assoc Couns and Devel Mater About Eleme and M Schoo Refer Minist Educa Cultur Regul the M Educa Cultur Repul Indon Numb 2014 conce Guida Couns Prima Educa Secor Educa Secor Educa Mater Opera Guide Provic Guida Couns Middl Libra Minist Educa Cultur Opera Guide Provic Junion Schoo Guida Couns Jakari Minist Educa Cultur Opera Guide Provic Junion Schoo Cultur Opera Guide Couns Jakari Minist Educa Cultur Opera Guide Provic Junion Schoo Cultur Opera Guide Couns Jakari Minist Educa Cultur Opera Guide Provic Junion Schoo Cultur Opera Guide Couns Jakari Minist Educa Cultur Opera Guide Provic Junion Schoo Cultur Opera Guide Provic	rial: loping Managing School ance and seling rence: ers, NC, nderson, 12. loping Managing School and rence: ers, NC, nderson, 12. loping Managing School ance ands: ician loping Managing School ance ands: iciation for seling lopment. rial: tabk in entary Middle ols rence: try of ation and re of the blic of lesia per 111 of lening ance and seling in ary ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding ance and seling in ery ation and re ding r High ol ance and seling. re rial: lopment idance and seling. re rial: lopment idance ans in ory ry r	3%

						Counseling Programs in Schools. Bandung: Rosdakarya Youth. Material: Guidance and Counseling Program in Schools Reference: Yusuf, S. 2009. Guidance and Counseling Program in Schools. Bandung: Rizqi Press.	
5	Students understand the guidance and counseling program plan	1.Students are able to plan guidance and counseling programs 2.Students can identify the data needed 3.Students can determine the assessment techniques used 4.Students can make analyzes and interpretations	Criteria: 3 Form of Assessment: Project Results Assessment / Product Assessment, Portfolio Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for Organizing BK Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Counseling.	3%

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6	Students understand the guidance and counseling program plan	1.Students are able to plan guidance and counseling programs 2.Students can arrange program components 3.Students can make operational plans	Criteria: 1.Scoring Guidelines 2.non-test: Evaluation instrument Form of Assessment: Assessment of Project Results / Product Assessment, Practices / Performance	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK SMP Library: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of BK for Middle Schools Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture. Material: Developing and Managing Guidance Programs in Schools References: Gysbers, NC, & Henderson, P. 2012. Developing and Managing Your School Guidance Programs in Schools References: Gysbers, NC, & Henderson, P. 2012. Developing And Managing Your School Guidance Programs. Alexanderia, Virginia; American Association for Counseling and Development.	5%

7	Students understand the guidance and counseling program plan	1.Students are able to plan guidance and counseling programs 2.Students can arrange program components 3.Students can make operational plans	Criteria: 1.Scoring Guidelines 2.non-test: Evaluation instrument Form of Assessment: Project Results Assessment / Product Assessment	Project based learning 2 X 50	Problem based online learning (eLearing: VINESA) 2 x 50	Material: About BK SMP Library: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of BK for Middle Schools Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture. Material: Developing and Managing Guidance Programs in Schools. References: Gysbers, NC, & Henderson, P. 2012. Developing and Managing Your School Guidance Programs. Alexanderica	3%
						and Managing Your School Guidance	
8	Midterm Exam (UTS)	UTS	Criteria: UTS Forms of Assessment: Participatory Activities, Project Results Assessment / Product Assessment, Tests	2 X 50		Material: School Guidance and Counseling Program Reference: Yusuf, S. 2009. Guidance and Counseling Program in Schools. Bandung: Rizqi Press.	20%

9	Students develop guidance and counseling programs	1.Students are able to design an annual guidance and counseling program 2.Students are able to design a semester guidance and counseling program	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Forms of Assessment : Participatory Activities, Project Results Assessment, Portfolio Assessment, Practical Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and	5%
						Counseling in Primary Education and Secondary Education. Material: Operational Guide for the	
						Implementation of BK for Middle Schools Library: Ministry of Education and Culture. 2016. Operational Guide for	
						Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture.	

10	Students review the guidance and counseling program.	Students are able to assess guidance and counseling programs	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Form of Assessment: Project Results Assessment / Product Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of BK for	3%
						Operational Guide for the	

11	Students review the guidance and counseling program.	Students are able to assess guidance and counseling programs	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Form of Assessment: Project Results Assessment / Product Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of BK for Middle Schools Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture.	3%
12	Students develop a guidance and counseling service implementation plan (RPL).	1.Students are able to make plans for implementing classical guidance services 2.Students are able to plan the implementation of group guidance services 3.Students can prepare individual counseling RPL 4.Students can prepare group counseling RPL	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Form of Assessment: Project Results Assessment / Product Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of SMP BK' Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture.	3%

13	Students develop a guidance and counseling service implementation plan (RPL).	1.Students are able to make plans for implementing classical guidance services 2.Students are able to plan the implementation of group guidance services 3.Students can prepare individual counseling RPL 4.Students can prepare group counseling RPL	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Form of Assessment: Project Results Assessment / Product Assessment, Portfolio Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education.	5%
						Material: Operational Guide for the Implementation of SMP BK' Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture.	
14	Students develop a guidance and counseling service implementation plan (RPL).	1.Students are able to make plans for implementing classical guidance services 2.Students are able to plan the implementation of group guidance services 3.Students can prepare individual counseling RPL 4.Students can prepare group counseling RPL	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Form of Assessment: Project Results Assessment / Product Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of SMP BK' Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Culture. Didance and Counseling. Jakarta: Ministry of Education and Culture.	4%

15	Students develop a guidance and counseling service implementation plan (RPL).	1.Students are able to make plans for implementing classical guidance services 2.Students are able to plan the implementation of group guidance services 3.Students can prepare individual counseling RPL 4.Students can prepare group counseling RPL 7.Students can prepare group counseling RPL	Criteria: For product assessment (written reports), consider aspects of the completeness of the report - analysis results - dynamic systems Form of Assessment: Project Results Assessment / Product Assessment	Project based learning 2 X 50	Problem based online learning (eLearning: VINESA) 2 X 50	Material: About BK in Elementary and Middle Schools Reference: Ministry of Education and Culture. 2014. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 111 of 2014 concerning Guidance and Counseling in Primary Education and Secondary Education. Material: Operational Guide for the Implementation of SMP BK' Library: Ministry of Education and Culture. 2016. Operational Guide for Providing Junior High School Guidance and Counseling. Jakarta: Ministry of Education and Counseling. Jakarta: Ministry of Education and Counseling. Jakarta: Ministry of Education and Counseling. Jakarta: Ministry of	4%
16	Final Semester Examination (UAS)	UAS	Criteria: UAS Forms of Assessment: Participatory Activities, Project Results Assessment / Product Assessment, Tests	2 X 50		Material: School Guidance and Counseling Program Reference: Yusuf, S. 2009. Guidance and Counseling Program in Schools. Bandung: Rizqi Press.	30%

Evaluation Percentage Recap: Project Based Learning

Lva	Evaluation i ciccinage necap. I roject basea Ecanning						
No	Evaluation	Percentage					
1.	Participatory Activities	18.92%					
2.	Project Results Assessment / Product Assessment	50.92%					
3.	Portfolio Assessment	7.75%					
4.	Practical Assessment	1.25%					
5.	Practice / Performance	3.5%					
6.	Test	16.67%					
	·	99.01%					

Notes

- 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.
- 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.
- 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.
- 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.
- Forms of assessment: test and non-test.
- 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
- $10. \ \textbf{Learning materials} \ \text{are details or descriptions of study materials which can be presented in the form of several main}$
- 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.