



Universitas Negeri Surabaya
Faculty of Social and Legal Sciences,
Bachelor of Laws Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date																																																			
PLKH 3 (Contract Drafting)	7420101176		T=1	P=0	ECTS=1.59	5	July 17, 2024																																																			
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator																																																				
	Mahendra Wardhana, S.H., M.Kn. ; Eny Sulistyowati, S.H., M.H. ; Arinto Nugroho, S.H., S.Pd., M.H. ; Dita Perwitasari, S.H., M.Kn.		Mahendra Wardhana, S.H., M.Kn.			Vita Mahardhika, S.H., M.H.																																																				
Learning model	Case Studies																																																									
Program Learning Outcomes (PLO)	PLO study program that is charged to the course																																																									
	PLO-13	Able to understand formal legal aspects																																																								
	PLO-19	Upholding human values by working together and having social sensitivity																																																								
	Program Objectives (PO)																																																									
	PO - 1	Students master Contract Making																																																								
	PLO-PO Matrix																																																									
		<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">P.O</td> <td style="padding: 5px;">PLO-13</td> <td style="padding: 5px;">PLO-19</td> <td colspan="4"></td> </tr> <tr> <td style="padding: 5px;">PO-1</td> <td></td> <td></td> <td colspan="4"></td> </tr> </table>						P.O	PLO-13	PLO-19					PO-1																																											
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PO-1																																																										
PO Matrix at the end of each learning stage (Sub-PO)																																																										
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">P.O</td> <td colspan="16" style="text-align: center;">Week</td> </tr> <tr> <td></td> <td style="padding: 5px;">1</td><td style="padding: 5px;">2</td><td style="padding: 5px;">3</td><td style="padding: 5px;">4</td><td style="padding: 5px;">5</td><td style="padding: 5px;">6</td><td style="padding: 5px;">7</td><td style="padding: 5px;">8</td><td style="padding: 5px;">9</td><td style="padding: 5px;">10</td><td style="padding: 5px;">11</td><td style="padding: 5px;">12</td><td style="padding: 5px;">13</td><td style="padding: 5px;">14</td><td style="padding: 5px;">15</td><td style="padding: 5px;">16</td> </tr> <tr> <td style="padding: 5px;">PO-1</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>						P.O	Week																	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	PO-1																	
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PO-1																																																										
Short Course Description	The PLKH 3 (Contract Drafting) course provides students with an understanding of the basics of contracts and contract law, function of contracts, subject and object of contracts, principles of contract law, forms and types of contracts, contract anatomy (opening part, body, and closing), legal language, contract interpretation, and resolution of contract legal disputes																																																									
References	Main :																																																									
	<ol style="list-style-type: none"> 1. Ahmadi Miru.2013.Hukum Kontrak, Perancangan Kontrak.Jakarta:Rajawali Press 2. Fajar Sugianto.2014.Hukum Kontrak Teori dan Praktek Pembuatan Kontrak.Malang:Setara Press 3. FX Sudharna.2009.Contract Drafting.Yogyakarta:Universitas Atmajaya 4. Muhammad Syaifuddin.2012.Hukum KOntrak Memahami Kontrak dalam Perspektif Filsafat, Teori, Dogmatik dan Praktik Hukum (Seri Pengayaan Hukum Perikatan).Bandung:Mandar Maju 5. OC Kaligis.2013.Kontrak Bisnis Teori dan Praktik Jilid I.Bandung:Alumni 6. Ricardo Simadjutak.2006.Teknik Perancangan Kontrak Bisnis.Jakarta:Gramedia 7. Salim HS.2007. Perancangan Kontrak danMemorandum of Understanding [MOU].Jakarta:Sinar Grafika 																																																									
	Supporters:																																																									
	<ol style="list-style-type: none"> 1. Kitab Undang Undang Hukum Perdata (BW) 2. UNIDROIT 																																																									
Supporting lecturer	Eny Sulistyowati, S.H., M.H. Arinto Nugroho, S.H., S.Pd., M.H. Mahendra Wardhana, S.H., M.Kn. Dita Perwitasari, S.H., M.Kn.																																																									
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	Students understand the basic meaning of contracts and contract law	<ol style="list-style-type: none"> 1.Students have the ability to understand: Contract terms 2.Definition of contract 3. Understanding contract law 4.The legal nature of contracts 5.Contract law system 6.Sources of contract law 	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Participatory Activities</p>	1 X 50		<p>Material: Lecture contracts and synchronization of concepts related to the contract drafting course. Literature: <i>Civil Law Book (BW)</i></p>	2%
2	Students understand the basic meaning of contracts and contract law	<ol style="list-style-type: none"> 1.Students have the ability to understand: Contract terms 2.Definition of contract 3. Understanding contract law 4.The legal nature of contracts 5.Contract law system 6.Sources of contract law 	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Participatory Activities</p>	1 X 50		<p>Material: basic understanding of contracts and contract law Reference: <i>Ahmadi Miru.2013.Contract Law, Contract Design.Jakarta:Rajawali Press</i></p>	3%
3	Ability to understand contract anatomy-introductory part	Ability to understand contract anatomy-introductory part	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Participatory Activities</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: anatomy of a contract-introductory part Library: <i>Ahmadi Miru.2013.Contract Law, Contract Drafting.Jakarta:Rajawali Press</i></p>	3%
4	Ability to understand contract anatomy-introductory part	Ability to understand contract anatomy-introductory part	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Forms of Assessment : Participatory Activities, Portfolio Assessment, Practical Assessment, Practical / Performance</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: anatomy of a contract-introductory part Library: <i>Fajar Sugianto.2014.Contract Law Theory and Practice of Contract Making.Malang:Setara Press</i></p>	2%

5	Ability to understand contract anatomy-introductory part	Ability to understand contract anatomy-introductory part	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: anatomy of a contract-introductory part Library: <i>Fajar Sugiarto,2014.Contract Law Theory and Practice of Contract Making.Malang:Setara Press</i></p>	13%
6	Ability to understand contract anatomy-introductory part	Ability to understand contract anatomy-introductory part	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Participatory Activities, Portfolio Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: anatomy of a contract-introductory part Library: <i>Fajar Sugiarto,2014.Contract Law Theory and Practice of Contract Making.Malang:Setara Press</i></p>	2%
7	Ability to understand contract anatomy-introductory part	Ability to understand contract anatomy-introductory part	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: anatomy of a contract-introductory part Library: <i>Fajar Sugiarto,2014.Contract Law Theory and Practice of Contract Making.Malang:Setara Press</i></p>	13%
8	U.S.S	Students are able to evaluate question papers	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Test</p>	Offline administration of 1 X 50 learning evaluation question scripts		<p>Material: learning material for the first to seventh meetings Library: <i>Civil Law Book (BW)</i></p>	14%

9	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Participatory Activities</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: Ability to understand the anatomy of a contract-concluding section Reference: <i>Muhammad Syaifuddin.2012. Contract Law Understanding Contracts from the Perspective of Philosophy, Theory, Dogmatics and Legal Practice (Enrichment Series on Contract Law). Bandung: Mandar Maju</i></p>	3%
10	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Practice / Performance</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: Ability to understand the anatomy of a contract-concluding section Reference: <i>Muhammad Syaifuddin.2012. Contract Law Understanding Contracts from the Perspective of Philosophy, Theory, Dogmatics and Legal Practice (Enrichment Series on Contract Law). Bandung: Mandar Maju</i></p>	2%
11	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Participatory Activities</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: contract anatomy-concluding section Reader: <i>OC Kaligis.2013.Business Contracts Theory and Practice Volume I.Bandung:Alumni</i></p>	1%
12	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Portfolio Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: contract anatomy-concluding section Reader: <i>OC Kaligis.2013.Business Contracts Theory and Practice Volume I.Bandung:Alumni</i></p>	2%

13	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: contract anatomy-concluding section Reference: <i>Ricardo Simadjutak.2006.Business Contract Design Techniques.Jakarta:Gramedia</i></p>	12%
14	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Portfolio Assessment, Practical Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: contract anatomy-concluding section Reference: <i>Ricardo Simadjutak.2006.Business Contract Design Techniques.Jakarta:Gramedia</i></p>	2%
15	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: contract anatomy-concluding section Reference: <i>Salim HS.2007. Contract Design and Memorandum of Understanding [MOU]. Jakarta: Sinar Graphics</i></p>	12%
16	Ability to understand the anatomy of closing contracts	Ability to understand the anatomy of closing contracts	<p>Criteria:</p> <ol style="list-style-type: none"> 1.It's good if you can answer all the questions correctly 2.It is enough if you are able to answer most of the questions correctly 3.Less if you are able to answer a small part of the questions correctly <p>Form of Assessment : Test</p>	Lectures, discussions and questions and answers 1 X 50		<p>Material: learning materials for the ninth to fifteenth meetings Library: <i>Civil Law Book (BW)</i></p>	14%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	13.5%
2.	Project Results Assessment / Product Assessment	50%
3.	Portfolio Assessment	4.5%
4.	Practical Assessment	1.5%

5.	Practice / Performance	2.5%
6.	Test	28%
		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.