

	Universitas Negeri Surabaya Faculty of Economics and Business Bachelor of Management Study Program						Document Code																																																																																						
SEMESTER LEARNING PLAN																																																																																													
Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date																																																																																						
Field Work Practice (PKL)	6120103131	Compulsory Study Program Subjects	T=3	P=0	ECTS=4.77	5	July 17, 2024																																																																																						
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator																																																																																							
	Dr. Ulil Hartono, SE., M.Si.		Dwiarko Nugrohoseno, S.Psi., MM.			Yuyun Isbanah, S.E., M.SM.																																																																																							
Learning model	Project Based Learning																																																																																												
Program Learning Outcomes (PLO)	PLO study program that is charged to the course																																																																																												
	PLO-14	(PLO 1) Graduates are able to master management theory as a whole																																																																																											
	Program Objectives (PO)																																																																																												
	PO - 1	C4. Students are able to compare management theory and practice in the world of work well.																																																																																											
	PO - 2	A5. Students are able to show independent and responsible character.																																																																																											
	PO - 3	P4. Students are able to adapt well to the world of work.																																																																																											
	PLO-PO Matrix																																																																																												
		<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="padding: 5px;">P.O</th> <th colspan="6" style="padding: 5px;">PLO-14</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">PO-1</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> <tr> <td style="padding: 5px;">PO-2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">PO-3</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						P.O	PLO-14						PO-1							PO-2							PO-3																																																																
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Short Course Description	Field work practices are carried out in companies/government agencies in accordance with the Unesa PKL guidebook																																																																																												
References	Main :																																																																																												
		1. Pedoman Praktik Kerja Lapangan (PKL) Universitas Negeri Surabaya Tahun 2018																																																																																											
	Supporters:																																																																																												
Supporting lecturer																																																																																													

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 are able to prepare practical field work activities.	1. Able to understand the nature and purpose of Field Work Practices and the world of work 2. Able to understand the scope and material of Field Work Practices 3. Able to understand Field Work Practice procedures 4. Able to get certainty about the location of Field Work Practices	Criteria: Non-test form: Students receive PKL briefing by the PKL coordinator. Form of Assessment : Participatory Activities	Project Based Learning Google Meet/zoom meeting 3x50		Material: street vendor guidelines Reference: <i>Field Work Practice Guidelines (PKL) Surabaya State University 2018</i>	0%
2	Students are able to prepare practical field work activities.	1. Able to understand the nature and purpose of Field Work Practices and the world of work 2. Able to understand the scope and material of Field Work Practices 3. Able to understand Field Work Practice procedures 4. Able to get certainty about the location of Field Work Practices	Criteria: Non-test form: Students receive PKL briefing by the PKL coordinator. Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment	Project Based Learning Google Meet/zoom meeting 3x50		Material: street vendor guidelines Reference: <i>Field Work Practice Guidelines (PKL) Surabaya State University 2018</i>	4%

3	Students are able to prepare practical field work activities.	<ol style="list-style-type: none"> 1. Able to understand the nature and purpose of Field Work Practices and the world of work 2. Able to understand the scope and material of Field Work Practices 3. Able to understand Field Work Practice procedures 4. Able to get certainty about the location of Field Work Practices 	<p>Criteria: Non-test form: Students receive PKL briefing by the PKL coordinator.</p> <p>Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment</p>	Project Based Learning Google Meet/zoom meeting 3x50		<p>Material: street vendor guidelines</p> <p>Reference: <i>Field Work Practice Guidelines (PKL) Surabaya State University 2018</i></p>	4%
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5	Students are able to carry out practical field work activities.	Able to familiarize with the job description at the Field Work Practice location.	<p>Criteria: Students carry out the job description</p> <p>Form of Assessment : Project Results Assessment / Product Assessment</p>				0%
6	Students are able to carry out practical field work activities.	Able to familiarize with the job description at the Field Work Practice location.	<p>Criteria: Students carry out the job description</p> <p>Form of Assessment : Project Results Assessment / Product Assessment</p>				0%

7	Students are able to carry out practical field work activities.	Able to familiarize with the job description at the Field Work Practice location.	Criteria: Students carry out the job description Form of Assessment : Project Results Assessment / Product Assessment				0%
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10	Students are able to carry out practical field work activities.	Able to familiarize with the job description at the Field Work Practice location.	Criteria: Students carry out the job description Form of Assessment : Project Results Assessment / Product Assessment				0%
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13	Students are able to carry out practical field work activities.	Able to familiarize with the job description at the Field Work Practice location.	Criteria: Students carry out the job description Form of Assessment : Project Results Assessment / Product Assessment				0%
14	Students are able to carry out practical field work activities.	Able to familiarize with the job description at the Field Work Practice location.	Criteria: Students carry out the job description Form of Assessment : Project Results Assessment / Product Assessment				0%

15	13-15 Students are able to prepare a final report on field work practice.	Able to design Field Work Practical reports according to actual activities with the provisions of the procedures for writing PKL reports by receiving guidance from field supervisors and supervisors.	Criteria: Students prepare street vendor reports Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment				28%
16	Students are able to present a final report on field work practice.		Form of Assessment : Project Results Assessment / Product Assessment, Test				60%

Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
1.	Participatory Activities	20%
2.	Project Results Assessment / Product Assessment	50%
3.	Test	30%
		100%

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.
- 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.
- 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.
- 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.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- 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%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.