



**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
HR Management	6120103083	Compulsory Study Program Subjects	T=3	P=0	ECTS=4.77	4	May 7, 2023
AUTHORIZATION	SP Developer	Course Cluster Coordinator	Study Program Coordinator				
	Hafid Kholidi Hadi, SE., M.SM.	Agus Frianto, S.T.,S.E.,M.M.	Yuyun Isbanah, S.E., M.SM.				

Learning model	Case Studies																																																																																			
Program Learning Outcomes (PLO)	<b>PLO study program which is charged to the course</b>																																																																																			
	<b>PLO-14</b> (PLO 1) Graduates are able to master management theory as a whole																																																																																			
	<b>Program Objectives (PO)</b>																																																																																			
	<b>PO - 1</b> CPMK1: C2. Students are able to explain the theory and substance of HR management correctly																																																																																			
	<b>PO - 2</b> CPMK2: C4. Students are able to examine HR management activities in an organization clearly.																																																																																			
	<b>PO - 3</b> CPMK3: A5. Students are able to show intelligent, independent, honest, caring and tough character in HR management learning activities																																																																																			
	<b>PLO-PO Matrix</b>																																																																																			
	<table border="1" style="margin-left: 40px;"> <tr> <td>P.O</td> <td>PLO-14</td> </tr> <tr> <td>PO-1</td> <td></td> </tr> <tr> <td>PO-2</td> <td></td> </tr> <tr> <td>PO-3</td> <td></td> </tr> </table>	P.O	PLO-14	PO-1		PO-2		PO-3																																																																												
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<b>PO Matrix at the end of each learning stage (Sub-PO)</b>																																																																																				
<table border="1" style="margin-left: 40px;"> <tr> <th rowspan="2">P.O</th> <th colspan="16">Week</th> </tr> <tr> <th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th><th>8</th><th>9</th><th>10</th><th>11</th><th>12</th><th>13</th><th>14</th><th>15</th><th>16</th> </tr> <tr> <td>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> </tr> <tr> <td>PO-2</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> <tr> <td>PO-3</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																	PO-2																	PO-3																
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**Short Course Description** The Human Resources Management (HRM) course discusses the management function of Human Resources in organizations from the process of planning, organizing, actualizing and controlling HR in organizations. This course examines the HR process from the HR process which includes job analysis, selection, recruitment, placement, training and development, to the post-employment process. The learning method used is using a discussion approach in order to make students more active in the learning process. HRM discusses the HR processes implemented by an organization holistically because HRM is a stage that cannot be separated. The learning output is that students can make the stages of human resource procurement from the needs analysis process to retirement.

References	<p><b>Main :</b></p> <ol style="list-style-type: none"> <li>Mathis, Robert L, &amp; Jackson, John H. 2000. Personnel/Human Resource Management. St Paul: West Publishing Company.</li> <li>Simamora, Henry. 2005. Manajemen Sumberdaya Manusia. Yogyakarta: STIE YKPN5.</li> </ol> <p><b>Supporters:</b></p> <ol style="list-style-type: none"> <li>Soetjipto, Budi W et al. 2002. Paradigma Baru MSDM. Jakarta : Amara Books.</li> <li>Greenberg, Jerald &amp; Baron, Robert A. 2003. Behavior In Organizations. New Jersey :Prentice-Hall, Inc.</li> </ol>
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<b>Supporting lecturer</b>	Prof. Dr. Dewie Tri Wijayati Wardoyo, M.Si. Dwiarko Nugrohoseno, S.Psi., M.M. Agus Frianto, S.T., S.E., M.M. Khoirur Rozaq, S.E.Sy., M.M. Fandi Fatoni, S.Pd., M.SM. Heri Cahyo Bagus Setiawan, S.Pd.I., M.SM. Muhammad Husain, S.Pd., M.M. Dyandra Armyta Ramadhan, S.E., M.M. Dr. Riedel Paulus Jacobis, S.E., M.M. Bima Yatna Anugerah Ramadhani, B.Ba., M.M.						
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	Can understand the concept and evolution of HRM (Introduction to Human Resource Management)	1. Able to define HRM 2. Able to explain the evolution and activities of HRM 3. Able to describe current and existing HRM 1. Explain what human resource management is and how it relates to the management process. 2. The New Human Resource Managers. 3. Define and give an example of evidence-based human resources management.	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to learners' explanations Interactive discussions and questions and answers with peers (Read the literature and listen to the learners explanation, Interactive discussions and interaction with peers) 3 X 50	<p><b>Material:</b> HRM</p> <p><b>Bibliography:</b> <i>Simamora, Henry. 2005. Human Resource Management. Yogyakarta: STIE YKPN5.</i></p> <hr/> <p><b>Material:</b> HRM</p> <p><b>Reference:</b> <i>Mathis, Robert L, &amp; Jackson, John H. 2000. Personnel/Human Resource Management. St. Paul: West Publishing Company.</i></p>	2%
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2	Can study various HRM challenges (challenges in human resource management)	<p>1. Able to explain internal challenges and external challenges 2. Able to explain the challenges of global competition 1. Adapting Human Resource Activities to Intercountry Differences 2. Staffing the Global Organization 3. Training and Maintaining Employees Abroad 4. Managing HR Locally</p>	<p><b>Criteria:</b></p> <ol style="list-style-type: none"> <li>1. General Assessment Criteria:</li> <li>2.a. UTS write (weight 80) Characters 20 total 100</li> <li>3.b. Bill (Task):</li> <li>4. Coverage of project visits to mangroves (weight 20)</li> <li>5. Project report (Weight 40)</li> <li>6. power point (weight 20)</li> <li>7. Character (weight 20).. Total 100</li> <li>8.c. Participation :</li> <li>9. Absent (weight 40)</li> <li>10. Discussion (weight 40)</li> <li>11. Characters (weight 20).. Total 100</li> <li>12.d. Written final exam (weight 80) Characters 20 . Total 100</li> <li>13. Final score (102 103 102 103): 10 100</li> <li>14. General Assessment Criteria:</li> <li>15.a. UTS write (weight 80) Total 20 characters 100</li> <li>16.b. Charges (Tasks):</li> <li>17. Coverage of project visits to mangroves (weight 20)</li> <li>18. Project report (Weight 40)</li> <li>19. power point (weight 20)</li> <li>20. Character (weight 20).. Total 100</li> <li>21.c. Participation :</li> <li>22. Absent (weight 40)</li> <li>23. Discussion (weight 40)</li> <li>24. Character (weight 20).. Total 100</li> <li>25.d. UAS write (weight 80) Character 20. Total 100</li> <li>26. The final value (102 103 102 103): 10 100</li> </ol> <p><b>Form of Assessment :</b> Participatory Activities</p>	<p>Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations interactive discussions and interaction with peers 3 X 50</p>	<p><b>Material:</b> hrm <b>References:</b> <i>Greenberg, Jerald &amp; Baron, Robert A. 2003. Behavior in Organizations. New Jersey :Prentice-Hall, Inc.</i></p> <hr/> <p><b>Material:</b> hrm <b>Reference:</b> <i>Mathis, Robert L, &amp; Jackson, John H. 2000. Personnel/Human Resource Management. St. Paul: West Publishing Company.</i></p> <hr/> <p><b>Material:</b> HR management <b>Reference:</b> <i>Simamora, Henry. 2005. Human Resource Management. Yogyakarta: STIE YKPN5.</i></p>	2%
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3	Can understand job analysis (Job Analysis and the Talent Management Process)	<p>1. Able to define job analysis 2. Able to explain the job aspects being analyzed 3. Explain job analysis techniques 4. Explain the results of job analysis 1. The Nature of Job analysis. 2. Conducting a Job Analysis 3. Methods of collecting job analysis information 4. Writing Job Descriptions</p>	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50	<p><b>Material:</b> hrm</p> <p><b>References:</b> Greenberg, Jerald &amp; Baron, Robert A. 2003. <i>Behavior in Organizations.</i> New Jersey :Prentice-Hall, Inc.</p>	2%
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4	Can understand the concept of planning and predicting HR needs (Personnel Planning and Recruiting)	1. Able to define HR planning 2. Able to explain forecasting techniques and models 3. Able to explain demand forecasting, availability forecasting 1. List the steps in the recruitment and selection process. 2. Explain the main techniques used in employment planning and forecasting. 3. Explain and give examples for the need for effective recruiting.	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			2%
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5	Can understand the concept of recruitment and describe the selection process (Employee Testing and selection)	<p>1. Able to define recruitment 2. Able to explain the sources and process of recruitment 3. Able to define selection 4. Able to explain the obstacles to selection 5. Able to explain the stages of selection 1. Explain what is meant by reliability and validity 2. Explain how you would go about validating a test. 3. Types of Tests</p>	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50		2%
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6	Can understand the orientation program and placement decisions (nderstand orientation program and placement decisions)	1. Able to define orientation 2. Able to explain orientation program material 3. Able to explain placement decisions1. Be able to define orientation2. Ability to explain orientation program materials3. Be able to explain placement decisions	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a.UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Project Results Assessment / Product Assessment</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			20%
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7	Can understand the concepts and techniques of performance assessment (Performance Management and Appraisal)	1. Able to define performance assessment, technical elements and approaches 7.1. Define performance management 7.2. Techniques for Appraising Performance	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			2%
8	midterm exam		<p><b>Form of Assessment :</b> Project Results Assessment / Product Assessment, Test</p>	1 X 1			12%

9	Can understand the needs, types, methods and evaluation of HR development (Training and Developing Employees)	1. Able to define HR development 2. Able to identify HR needs 3. Able to explain types and methods as well as evaluation of HR development, HR development issues 1. Orienting and Onboarding new employees. 2. Overview of the training process. 3. Implementing Training Programs	<p><b>Criteria:</b></p> <ol style="list-style-type: none"> <li>1. General Assessment Criteria:</li> <li>2.a. UTS write (weight 80) Characters 20 total 100</li> <li>3.b. Bill (Task):</li> <li>4. Coverage of project visits to mangroves (weight 20)</li> <li>5. Project report (Weight 40)</li> <li>6. power point (weight 20)</li> <li>7. Character (weight 20).. Total 100</li> <li>8.c. Participation :</li> <li>9. Absent (weight 40)</li> <li>10. Discussion (weight 40)</li> <li>11. Characters (weight 20).. Total 100</li> <li>12.d. Written final exam (weight 80) Characters 20 . Total 100</li> <li>13. Final score (102 103 102 103): 10 100</li> <li>General Assessment Criteria:</li> <li>14.a. UTS write (weight 80) Total 20 characters 100</li> <li>15.b. Charges (Tasks):</li> <li>16. Coverage of project visits to mangroves (weight 20)</li> <li>17. Project report (Weight 40)</li> <li>18. power point (weight 20)</li> <li>19. Character (weight 20).. Total 100</li> <li>20.c. Participation :</li> <li>21. Absent (weight 40)</li> <li>22. Discussion (weight 40)</li> <li>23. Character (weight 20).. Total 100</li> <li>24.d. UAS write (weight 80) Character 20. Total 100</li> <li>25. The final value (102 103 102 103): 10 100</li> </ol> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			0%
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10	Can understand the meaning, benefits, implementation of planning and career development (understand the meaning, benefits, implementation planning and career development)	1. Able to define career planning 2. Able to explain the implementation of career planning 3. Able to explain career development	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			2%
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11	Can understand payroll concepts and identify compensation components	<p>1. Able to define compensation  2. Able to identify financial and non-financial components of compensation  3. Able to explain compensation management issues</p> <p>1. Basic Factors in Determining Pay Rates  2. Job Evaluation Methods  3. Contemporary Topics in Compensation</p>	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:  2.a. UTS write (weight 80) Characters 20 total 100  3.b. Bill (Task):  4. Coverage of project visits to mangroves (weight 20)  5. Project report (Weight 40)  6. power point (weight 20)  7. Character (weight 20).. Total 100  8.c. Participation :  9. Absent (weight 40)  10. Discussion (weight 40)  11. Characters (weight 20).. Total 100  12.d. Written final exam (weight 80) Characters 20 . Total 100  13. Final score (102 103 102 103): 10 100  14. General Assessment Criteria:  15.a. UTS write (weight 80) Total 20 characters 100  16.b. Charges (Tasks):  17. Coverage of project visits to mangroves (weight 20)  18. Project report (Weight 40)  19. power point (weight 20)  20. Character (weight 20).. Total 100  21.c. Participation :  22. Absent (weight 40)  23. Discussion (weight 40)  24. Character (weight 20).. Total 100  25.d. UAS write (weight 80) Character 20. Total 100  26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b>  Participatory Activities</p>	Reading literature and listening to students' explanations Discussion and question and answer with colleagues 3 X 50		2%
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12	Can understand payroll concepts and identify compensation components	<p>1. Able to define compensation  2. Able to identify financial and non-financial components of compensation  3. Able to explain compensation management issues</p> <p>1. Basic Factors in Determining Pay Rates  2. Job Evaluation Methods  3. Contemporary Topics in Compensation</p>	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:  2.a. UTS write (weight 80) Characters 20 total 100  3.b. Bill (Task):  4. Coverage of project visits to mangroves (weight 20)  5. Project report (Weight 40)  6. power point (weight 20)  7. Character (weight 20).. Total 100  8.c. Participation :  9. Absent (weight 40)  10. Discussion (weight 40)  11. Characters (weight 20).. Total 100  12.d. Written final exam (weight 80) Characters 20 . Total 100  13. Final score (102 103 102 103): 10 100  14. General Assessment Criteria:  15.a. UTS write (weight 80) Total 20 characters 100  16.b. Charges (Tasks):  17. Coverage of project visits to mangroves (weight 20)  18. Project report (Weight 40)  19. power point (weight 20)  20. Character (weight 20).. Total 100  21.c. Participation :  22. Absent (weight 40)  23. Discussion (weight 40)  24. Character (weight 20).. Total 100  25.d. UAS write (weight 80) Character 20. Total 100  26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b>  Participatory Activities</p>	Reading literature and listening to students' explanations Discussion and question and answer with colleagues 3 X 50		0%
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13	Can describe activities and resolve internal employee conflicts (describe activities and resolve internal conflicts of employee)	<p>1. Able to define internal employee hubs</p> <p>2. Able to explain the activities of industrial hubs, labor unions, employment agreements, KKB1. Able to define the internal relationships of employees2. Able to explain the activities of industrial hubs, unions, letters of employment agreements</p>	<p><b>Criteria:</b></p> <p>1.General Assessment Criteria:</p> <p>2.a.UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4.Coverage of project visits to mangroves (weight 20)</p> <p>5.Project report (Weight 40)</p> <p>6.power point (weight 20)</p> <p>7.Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9.Absent (weight 40)</p> <p>10.Discussion (weight 40)</p> <p>11.Characters (weight20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13.Final score (102 103 102 103):10 100</p> <p>14.General Assessment Criteria:</p> <p>15.a.UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17.Coverage of project visits to mangroves (weight 20)</p> <p>18.Project report (Weight 40)</p> <p>19.power point (weight 20)</p> <p>20.Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22.Absent (weight 40)</p> <p>23.Discussion (weight 40)</p> <p>24.Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26.The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50		2%
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14	Can understand the K3 (Employee Safety and Health) program	<p>1. Able to explain the meaning of the K3 program 2. Able to describe the causes of work accidents 3. Able to explain efforts to prevent work accidents 1. Explain the supervisor's role in safety. 2. Answer the question, "what causes accidents? 3. How to Prevent accidents 4. Workplace Health Hazards: Problems and Remedies</p>	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:</p> <p>2.a. UTS write (weight 80) Characters 20 total 100</p> <p>3.b. Bill (Task):</p> <p>4. Coverage of project visits to mangroves (weight 20)</p> <p>5. Project report (Weight 40)</p> <p>6. power point (weight 20)</p> <p>7. Character (weight 20).. Total 100</p> <p>8.c. Participation :</p> <p>9. Absent (weight 40)</p> <p>10. Discussion (weight 40)</p> <p>11. Characters (weight 20).. Total 100</p> <p>12.d. Written final exam (weight 80) Characters 20 . Total 100</p> <p>13. Final score (102 103 102 103): 10 100</p> <p>14. General Assessment Criteria:</p> <p>15.a. UTS write (weight 80) Total 20 characters 100</p> <p>16.b. Charges (Tasks):</p> <p>17. Coverage of project visits to mangroves (weight 20)</p> <p>18. Project report (Weight 40)</p> <p>19. power point (weight 20)</p> <p>20. Character (weight 20).. Total 100</p> <p>21.c. Participation :</p> <p>22. Absent (weight 40)</p> <p>23. Discussion (weight 40)</p> <p>24. Character (weight 20).. Total 100</p> <p>25.d. UAS write (weight 80) Character 20. Total 100</p> <p>26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b> Project Results Assessment / Product Assessment</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			25%
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15	Can understand the concepts and activities carried out in HR audits (understand the concepts and activities carried out in HR audits)	<p>1. Able to define an HRM audit  2. Able to explain the scope of an HRM audit  3. Able to explain the job description of the HRM audit team  4. Able to explain the HRM audit approach  5. Able to explain the HRM audit report</p> <p>1. Able to define HRM audit  2. Ability to explain the scope of HRM audit  3. Be able to explain the job description of the HRM audit team  4. Able to explain the HRM audit approach  5. Able to explain HRM audit report</p>	<p><b>Criteria:</b></p> <p>1. General Assessment Criteria:  2.a. UTS write (weight 80)  Characters 20  total 100  3.b. Bill (Task):  4. Coverage of project visits to mangroves (weight 20)  5. Project report (Weight 40)  6. power point (weight 20)  7. Character (weight 20)..  Total 100  8.c. Participation :  9. Absent (weight 40)  10. Discussion (weight 40)  11. Characters (weight 20)..  Total 100  12.d. Written final exam (weight 80)  Characters 20 . Total 100  13. Final score (102 103 102 103): 10 100  14. General Assessment Criteria:  15.a. UTS write (weight 80) Total 20 characters 100  16.b. Charges (Tasks):  17. Coverage of project visits to mangroves (weight 20)  18. Project report (Weight 40)  19. power point (weight 20)  20. Character (weight 20)..  Total 100  21.c. Participation :  22. Absent (weight 40)  23. Discussion (weight 40)  24. Character (weight 20)..  Total 100  25.d. UAS write (weight 80)  Character 20.  Total 100  26. The final value (102 103 102 103): 10 100</p> <p><b>Form of Assessment :</b>  Participatory Activities</p>	Reading literature and listening to the learners' explanations Discussions and questions and answers with peers Read the literature and listen to the learners' explanations Interactive discussions and interaction with peers 3 X 50			10%
16	final exams		<p><b>Criteria:</b>  holistic rubric</p> <p><b>Form of Assessment :</b>  Test</p>	1 X 1			15%

**Evaluation Percentage Recap: Case Study**

No	Evaluation	Percentage
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1.	Participatory Activities	28%
2.	Project Results Assessment / Product Assessment	51%
3.	Test	21%
		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.