

UNIVERSITAS MUHAMMADIYAH PROF DR.HAMKA

BERITA ACARA PERKULIAHAN DOSEN
SEMESTER GANJIL 2020/2021

Fakultas : Keguruan dan Ilmu Pendidikan
Prog. Studi : Pendidikan Bahasa Jepang
Matakuliah : 01060500 - Administrasi & Supervisi Pend.
Kelas : 50

Jadwal Kuliah : R.--- Rabu 10:20-12:00

Dosen : D120768 - TRISNI HANDAYANI, M.Pd.

| TATAP MUKA KE | HARI / TANGGAL | POKOK BAHASAN | JML MHS HADIR | PARAF | |
|---------------------|----------------------|---|---------------------|------------|------------------|
| | | | | KET. KELAS | DOSEN |
| 1 | Rabu 14 Okt 2020 | Hubungan Administrasi-Organisasi- Manajemen-Kepemimpinan | 40 | | TRISNI HANDAYANI |
| 2 | Rabu 21 Okt 2020 | Dimensi Administrasi Pendidikan | 40 | | TRISNI HANDAYANI |
| 3 | Rabu 28 Okt 2020 | Administrasi Kurikulum | 37 | | TRISNI HANDAYANI |
| 4 | Rabu 4 Nov 2020 | Administrasi Kesiswaan | 40 | | TRISNI HANDAYANI |
| 5 | Rabu 11 Nov 2020 | Administrasi Ketenagaan | 40 | | TRISNI HANDAYANI |
| 6 | Rabu 18 Nov 2020 | Administrasi Sarana Prasarana | 38 | | TRISNI HANDAYANI |
| 7 | Rabu 25 Nov 2020 | Implementasi Pelaksanaan Tugas Administrator | 40 | | TRISNI HANDAYANI |
| 8 | Rabu 9 Des 2020 | UJIAN AKHIR SEMESTER | 40 | | TRISNI HANDAYANI |

UNIVERSITAS MUHAMMADIYAH PROF DR.HAMKA

BERITA ACARA PERKULIAHAN DOSEN
SEMESTER GANJIL 2020/2021

Fakultas : Keguruan dan Ilmu Pendidikan

Prog. Studi : Pendidikan Bahasa Jepang

Matakuliah : 01060500 - Administrasi & Supervisi Pend.

Kelas : 50

Jadwal Kuliah : R---- Rabu 10:20-12:00

Dosen : D120768 - TRISNI HANDAYANI, M.Pd.

| TATAP MUKA KE | HARI / TANGGAL | POKOK BAHASAN | JML MHS HADIR | PARAF | |
|---------------------|------------------------|--|---------------------|------------|------------------|
| | | | | KET. KELAS | DOSEN |
| 9 | Rabu 16 Des 2020 | karakteristik Kepemimpinan Pendidikan | 39 | | TRISNI HANDAYANI |
| 10 | Rabu 23 Des 2020 | Dimensi Supervisi Pendidikan | 40 | | TRISNI HANDAYANI |
| 11 | Rabu 6 Jan 2021 | Supervisi Akademik | 40 | | TRISNI HANDAYANI |
| 12 | Rabu 13 Jan 2021 | Supervisi Manajerial | 37 | | TRISNI HANDAYANI |
| 13 | Rabu 20 Jan 2021 | Supervisi Organisasi/Lembaga | 40 | | TRISNI HANDAYANI |
| 14 | Rabu 27 Jan 2021 | Pelaksanaan Tugas Supervisor | 40 | | TRISNI HANDAYANI |
| 15 | Rabu 3 Feb 2021 | Resum Wawasan Kekinian Adminisrtrasi dan Supervisi Pendidikan (ASP) | 38 | | TRISNI HANDAYANI |
| 16 | | UJIAN AKHIR SEMSTER | | | |

Fakultas Keguruan dan Ilmu Pendidikan
 Prog. Studi Pendidikan Bahasa Jepang
 Semester Ganjil 2020/2021

DAFTAR HADIR MAHASISWA

Matakuliah 01060500 - Administrasi & Supervisi Pend.
 Kelas 50
 Dosen TRISNI HANDAYANI, M Pd

Jadwal Kuliah R - Rabu 10:20-12:00

| NO | N I M | N A M A | TGL PERTEMUAN | | | | | | | | | | | | | | | |
|----|------------|----------------------------|---------------|------|------|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|---|--|
| | | | 1/10 | 2/10 | 3/10 | 4/10 | 11/11 | 12/11 | 13/11 | 14/11 | 15/11 | 16/11 | 22/11 | 23/11 | 29/11 | 30/11 | | |
| 1 | 1801045023 | WAFALALITHA RAMADHANTI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 2 | 1801045039 | SALSABILA | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 3 | 1801045062 | PUTRI ANGGRAENI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 4 | 1801045123 | INAS IZZATY MUJIDAH | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 5 | 1801085001 | IQLIMA SIFVA INSANI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | U | ✓ | X | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 6 | 1801085003 | DWI MELANIA | ✓ | ✓ | ✓ | X | ✓ | ✓ | ✓ | U | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 7 | 1801085006 | WINDAH PEBRIANI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 8 | 1801085009 | RISKA APRILIA PUTRI WIBOWO | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 9 | 1801085015 | SEKAR KAMA DIANINGRUM | ✓ | ✓ | ✓ | ✓ | X | ✓ | ✓ | T | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 10 | 1801085018 | TRIANANI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | T | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 11 | 1801085021 | RIKA DWIFITRI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | T | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 12 | 1801085022 | NANDA SEKAR KINASIH | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 13 | 1801085027 | WANDA INTAN AGHITSNI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 14 | 1801085030 | RURY DWI RAHMAYANI | ✓ | ✓ | X | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | X | ✓ | |
| 15 | 1801085031 | AINIA AMINAH | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 16 | 1801085033 | HANIQ SETYANINGRUM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | S | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 17 | 1801085036 | ANDINI TRESNA DEWI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | S | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 18 | 1801085037 | INTAN AULIA RAHMI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 19 | 1801085038 | MOHAMMAD FAJZ FAJRURRAHMAN | ✓ | ✓ | ✓ | X | X | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 20 | 1801085040 | ALIFAH PUTRI RANIA | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 21 | 1801085042 | SOFIA SARI MILIANDANI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 22 | 1801085043 | ARMAN FADILLAH | X | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 23 | 1801085046 | SYLVIA NURAINI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 24 | 1801085047 | RAHMANISA | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| 25 | 1801085049 | FEBI NUR AZIZAH | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |

Fakultas : Keguruan dan Ilmu Pendidikan
 Prog. Studi : Pendidikan Bahasa Jepang
 Semester : Ganjil 2020/2021

DAFTAR HADIR MAHASISWA

Matakuliah : 01000500 - Administrasi & Supervisi Pendid
 Kelas : 50
 Dosen : TRISNI HANDAYANI, M Pd

Jadwal Kuliah : R. --- Rabu 10:20-12:00

| NO | N I M | N A M A | TGL PERTEMUAN | | | | | | | | | | | | | | | | |
|----|------------|--------------------------|---------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| | | | 14/10 | 15/10 | 16/10 | 21/10 | 11/11 | 12/11 | 13/11 | 14/11 | 15/11 | 16/11 | 17/11 | 18/11 | 19/11 | 20/11 | 21/11 | 22/11 | 23/11 |
| 26 | 1801085050 | WIKA YUNIANI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 27 | 1801085052 | AMELIA NIKEN CAHYANTI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 28 | 1801085053 | RIA FEBRIYANTI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 29 | 1801085055 | RIDHA KURNIANI PUTRI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 30 | 1801085056 | LUSIANA DURRATI NGAINI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 31 | 1801085059 | SILVIA DWIYANTI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 32 | 1801085062 | ILMA LAILATUL QODAR | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 33 | 1801085063 | LAILA AYU RAFIKA | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 34 | 1801085065 | ISTIQOMAH | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 35 | 1801085071 | EUREKA SALSA DIVA | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 36 | 1801085072 | HISHMA HIDAYATI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 37 | 1801085075 | ARMAYITHA PRIHATININGSIH | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 38 | 1801085080 | FITRI NUFANI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 39 | 1801085085 | INDRA FAJAR AGGATAMA | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 40 | 1801085086 | MUHAMMAD HANIF ANSYAHRI | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

Jumlah hadir

Catatan

Daftar hadir ini ditandatangani dalam setiap pertemuan setelah perkuliahan selesai. Berpikrta Dosen ditohon untuk menyiprakan daftar hadir ini ke sekretariat fakultas sebagai bukti Berpikrta Dosen mengajar
 * Mahasiswa yang tidak bercaum dalam daftar hadir ini tidak berhak mengikuti perkuliahan dan Mahasiswa tersebut dimohon segera menghubungi sekretariat Fakultas

Dosen

TRISNI HANDAYANI, M Pd

DAFTAR PENYERAHAN NILAI AKHIR

Fakultas : Keguruan dan Ilmu Pendidikan
 Proq. Studi : Pendidikan Bahasa Jepang
 Mata Kuliah : Administrasi & Supervisi Pend.
 Kelas : 50

Thn Akademik : 2020/2021
 Semester : Ganjil
 Dosen : TRISNI HANDAYANI, M.Pd.

| NO | N I M | NAMA MAHASISWA | N.AKTIF (10 %) | N.TUGAS (20 %) | N.UTS (30 %) | N.UAS (40 %) | RATA 2 | N. HURUF |
|----|------------|----------------------------|---------------------|---------------------|-------------------|-------------------|--------|----------|
| 1 | 1801045023 | WAFALALITHA RAMADHANTI | 100 | 80 | 82 | 80 | 82.60 | A |
| 2 | 1801045039 | SALSABILA | 90 | 80 | 84 | 80 | 82.20 | A |
| 3 | 1801045062 | PUTRI ANGGRAENI | 78 | 80 | 84 | 80 | 81.00 | A |
| 4 | 1801045123 | INAS IZZATY MUFIDAH | 90 | 86 | 86 | 80 | 84.00 | A |
| 5 | 1801085001 | IQLIMA SIFVA INSANI | 100 | 90 | 88 | 90 | 90.40 | A |
| 6 | 1801085003 | DWI MELANIA | 90 | 82 | 87 | 90 | 87.50 | A |
| 7 | 1801085006 | WINDAH PEBRIANI | 100 | 80 | 88 | 84 | 86.00 | A |
| 8 | 1801085009 | RISKA APRILIA PUTRI WIBOWO | 90 | 90 | 86 | 85 | 86.80 | A |
| 9 | 1801085015 | SEKAR KAMA DIANINGRUM | 100 | 80 | 87 | 87 | 86.90 | A |
| 10 | 1801085018 | TRIANANI | 100 | 88 | 87 | 86 | 88.10 | A |
| 11 | 1801085021 | RIKA DWIFITRI | 100 | 90 | 86 | 81 | 86.20 | A |
| 12 | 1801085022 | NANDA SEKAR KINASIH | 100 | 86 | 88 | 90 | 89.60 | A |
| 13 | 1801085027 | WANDA INTAN AGHITSNI | 100 | 86 | 84 | 82 | 85.20 | A |
| 14 | 1801085030 | RURY DWI RAHMAYANI | 100 | 90 | 86 | 84 | 87.40 | A |
| 15 | 1801085031 | AINIA AMINAH | 100 | 82 | 84 | 83 | 84.80 | A |
| 16 | 1801085033 | HANIQ SETYANINGRUM | 100 | 90 | 86 | 81 | 86.20 | A |
| 17 | 1801085036 | ANDINI TRESNA DEWI | 100 | 84 | 82 | 83 | 84.60 | A |
| 18 | 1801085037 | INTAN AULIA RAHMI | 100 | 80 | 84 | 84 | 84.80 | A |
| 19 | 1801085039 | MOHAMMAD FAIZ FAJRURRAHMA | 100 | 84 | 86 | 86 | 87.00 | A |
| 20 | 1801085040 | ALIFAH PUTRI RANIA | 90 | 92 | 86 | 84 | 86.80 | A |
| 21 | 1801085042 | SOFIA SARI MILIANDANI | 100 | 86 | 82 | 82 | 84.60 | A |
| 22 | 1801085043 | ARMAN FADILLAH | 100 | 90 | 81 | 84 | 85.90 | A |
| 23 | 1801085046 | SYLVIA NURAINI | 100 | 92 | 84 | 90 | 89.60 | A |
| 24 | 1801085047 | RAHMANISA | 100 | 86 | 86 | 90 | 89.00 | A |
| 25 | 1801085049 | FEBI NUR AZIZAH | 100 | 86 | 84 | 84 | 86.00 | A |
| 26 | 1801085050 | WIKA YUNIANI | 100 | 90 | 84 | 86 | 87.60 | A |
| 27 | 1801085052 | AMELIA NIKEN CAHYANTI | 100 | 80 | 82 | 86 | 85.00 | A |
| 28 | 1801085053 | RIA FEBRIYANTI | 100 | 94 | 84 | 84 | 87.60 | A |
| 29 | 1801085055 | RIDHA KURNIANI PUTRI | 100 | 88 | 86 | 84 | 87.00 | A |

DAFTAR PENYERAHAN NILAI AKHIR

Fakultas : Keguruan dan Ilmu Pendidikan
 Prog. Studi : Pendidikan Bahasa Jepang
 Mata Kuliah : Administrasi & Supervisi Pend.
 Kelas : 50

Thn Akademik : 2020/2021
 Semester : Ganjil
 Dosen : TRISNI HANDAYANI, M.Pd.

| NO | N I M | NAMA MAHASISWA | N.AKTIF (10 %) | N.TUGAS (20 %) | N.UTS (30 %) | N.UAS (40 %) | RATA 2 | N. HURUF |
|----|------------|--------------------------|---------------------|---------------------|-------------------|-------------------|--------|----------|
| 30 | 1801085056 | LUSIANA QURROTI NGAINI | 100 | 90 | 84 | 86 | 87.60 | A |
| 31 | 1801085059 | SILVIA DWIYANTI | 100 | 90 | 86 | 86 | 88.20 | A |
| 32 | 1801085062 | ILMA LAILATUL QODAR | 100 | 90 | 84 | 88 | 88.40 | A |
| 33 | 1801085063 | LAILA AYU RAFIKA | 100 | 90 | 86 | 84 | 87.40 | A |
| 34 | 1801085065 | ISTIQOMAH | 90 | 92 | 88 | 86 | 88.20 | A |
| 35 | 1801085071 | EUREKA SALSA DIVA | 100 | 86 | 84 | 84 | 86.00 | A |
| 36 | 1801085072 | HISHNA HIDAYATI | 90 | 80 | 81 | 80 | 81.30 | A |
| 37 | 1801085075 | ARMAYITHA PRIHATININGSIH | 100 | 94 | 81 | 81 | 85.50 | A |
| 38 | 1801085080 | FITRI NURAJINI | 100 | 90 | 84 | 90 | 89.20 | A |
| 39 | 1801085085 | INDRA FAJAR ASGATAMA | 90 | 90 | 82 | 90 | 87.60 | A |
| 40 | 1801085086 | MUHAMMAD HANIF ANSYAHRI | 90 | 82 | 81 | 82 | 82.50 | A |

| Nilai Rata2 | Nilai Huruf |
|-------------|-------------|
| 80 - 100 | A |
| 68 - 79.99 | B |
| 56 - 67.99 | C |
| 45 - 55.99 | D |
| 0 - 44.99 | E |

Tgl Cetak 03 Mar 2021
 Ttd

TRISNI HANDAYANI, M.Pd.