

**KURIKULUM 2013**

**BUKU KERJA II**

**JURNAL AGENDA GURU**



## **JURNAL AGENDA GURU**

Buku Agenda Guru ini diisi setiap hari mengajar, bila berhalangan mengajar atau terlambat datang supaya tetap diisi, dijelaskan sebab berhalangan atau terlambat datang. Sekali sebulan Agenda Guru ini diserahkan kepada Kepala Sekolah dan ditulis tanggapan oleh Kepala Sekolah.

Diharapkan guru yang memegang Buku Agenda Guru ini dapat kiranya sebagai pendidik yang ikut membentuk manusia profesional.

| <b>No.</b> | <b>Tanggal</b> | <b>Kesan-kesan Kepala Sekolah</b> | <b>Paraf</b> |
|------------|----------------|-----------------------------------|--------------|
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|            |                |                                   |              |

**JADWAL MENGAJAR BERLAKU MULAI TANGGAL .....**

| <b>Jam Ke</b> | <b>P u k u l</b> | <b>Senin Kelas</b> | <b>Selasa Kelas</b> | <b>Rabu Kelas</b> | <b>Kamis Kelas</b> | <b>Jum'at Kelas</b> | <b>Sabtu Kelas</b> |
|---------------|------------------|--------------------|---------------------|-------------------|--------------------|---------------------|--------------------|
| 1.            | s/d              |                    |                     |                   |                    |                     |                    |
| 2.            |                  |                    |                     |                   |                    |                     |                    |
| 3.            |                  |                    |                     |                   |                    |                     |                    |
| 4.            |                  |                    |                     |                   |                    |                     |                    |
| 5.            |                  |                    |                     |                   |                    |                     |                    |
| 6.            |                  |                    |                     |                   |                    |                     |                    |
|               |                  |                    |                     |                   |                    |                     |                    |
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**CATATAN LAI-LAIN :**

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| Hari/Tgl | Ja<br>m<br>Ke | Mengajar<br>di Kelas | No.<br>KI/KD | Pokok<br>Bahasan/Materi<br>Tes Formatif /<br>Sumatif / Sub<br>Sumatif | X | Y | Selesai /<br>Belum Selesai<br>Alasan Belum<br>Selesai | Absensi<br>Siswa | Keterangan |
|----------|---------------|----------------------|--------------|-----------------------------------------------------------------------|---|---|-------------------------------------------------------|------------------|------------|
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |
|          |               |                      |              |                                                                       |   |   |                                                       |                  |            |

Keterangan :      X = Banyaknya Kali Pertemuan  
                              Y = Pertemuan Ke

# ABSENSI SISWA

Kelas : .....

Mata Pelajaran : .....

| No<br>m<br>o<br>r<br>U<br>r<br>u<br>t | No<br>mo<br>r<br>Ind<br>uk<br>Sis<br>wa<br>Na<br>sio<br>nal | Pertemuan ke         | Kehadiran Siswa Pada Kegiatan Tatap Muka |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
|---------------------------------------|-------------------------------------------------------------|----------------------|------------------------------------------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
|                                       |                                                             |                      | 1                                        | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
|                                       |                                                             | Tanggal<br>Pertemuan |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
|                                       |                                                             | Nama Siswa           |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 1.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 2.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 3.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 4.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 5.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 6.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 7.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 8.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 9.                                    |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 10.                                   |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 11.                                   |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 12.                                   |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 13.                                   |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 14.                                   |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| 15.                                   |                                                             |                      |                                          |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |