



WORKLOAD ASSESSMENT

<<STAGING MANAGEMENT>>



**<< DRAMA, DANCE AND MUSIC STUDY PROGRAM
FACULTY OF LANGUAGES AND ARTS
SURABAYA STATE UNIVERSITY**

ASSESSMENT WORKLOADS

<<Staging Management>>

Academic Year 2019/2020

Coordinator:

<<Prof. Dr. Hj. Warih Handyaningrum, M.Pd.>>

Team:

<<Name>>

**<< DRAMA, DANCE AND MUSIC STUDY PROGRAM
FACULTY OF LANGUAGES AND ARTS
SURABAYA STATE UNIVERSITY**

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A. Lesson Plan and Course Assessment

 UNESA Universitas Negeri Surabaya	Surabaya State University Faculty of Languages and Arts Drama, Dance and Music Study Program					Document Code e	
Lesson Plans							
COURSE	code	Clusters	credits		Semester	Compilation Date	
<Staging Management>	<....>	<....>	T=50	P=50	Odd	September 2021	
AUTHORIZATION		Lesson Plan Developer Prof. Dr. Hj. Warih Handayani M.Pd Joko Winarko, S.Sn., M.Sn Drs. Djoko Tutuko, M.Sn Drs. Bambang Soeyono, M. Hum	Coordinator Prof. Dr. Hj. Handayani, M.Pd		Head of Study Program Dr. Anik Juwariyah, M.Sc.		
Learning Outcome Program (PLO)		PLO					
		PLO-1	Responsibility and discipline in making decisions in groups or independently				
		PLO-8	Skilled in making the right decisions based on information and data analysis in providing instructions and choosing various alternative solutions independently and in groups				
		Course Learning Outcome (CLO)					
		CLO-1	Students are able to understand management concepts and frameworks				
		CLOS 2	Students are able to plan, implement, and close a performing arts management work program				
		CLOS 3	Students are able to apply work programs in IT applications				
CLOS 4	Students are able to work together in teams						

Course Descriptions	Understanding of the model of management activity management and performing arts networks. Discusses various characters, functional principles of performing arts institutions in Indonesia and globally.	
Learning Materials/ Topics	<ol style="list-style-type: none"> 1. Students are able to understand management concepts and frameworks 2. Students are able to plan, implement and close a performing arts management work program 3. Students are able to apply work programs in IT applications 4. Students are able to work together in TEAM 	
References	Primary	<ol style="list-style-type: none"> 1. Murgiyanto, Sal. 1985. Performance Management. Jakarta: Education and Culture 2. William James Brynes. 2008. Management and The Arts: Focal Press 3. Langley Stephen. 1990. Theater Management and Production in America. New York: Publicist Drama 4. Permas, Achsan, et al. 2002. Management of Performing Arts Organizations. Jakarta: PPM
	Supplementary	
Lecturer(s)	Prof. Dr. Hj. Warih Handayani, M.Pd	
Prerequisite		

pert. To	Final Ability	Indicator	Study Materials	Approach/ Model/ Method/ Learning strategies	Learning Resources / Media	Time (Minute)	Learning Experience
1.	Understand Basic Concepts About Staging Management	Explain the target of performance management lectures	Performance management course Rps	Lectures, discussions, questions and answers	Printout	2x1	
2	Understanding of the organization (cooperation), characteristics, as well as the organization and environment of the performing arts	Understanding the organization (cooperation), the characteristics of the organization and the organization and environment of the performing arts	Definition, aspects, characteristics, and performance management theory	Lectures, discussions, questions and answers	Murgiyanto, Sal. 1985. Performance Management Permas, Achsan, et al. 2002. Management of Performing Arts Organizations. Jakarta: PPM	2x1	Understand, analyze the characteristics of the organization, and the arts environment
3-4	Ability to identify arts organizations and form an arts organizational structure Have a good understanding of the management of art institutions/organizations	Identification of arts organizations and establishment of an arts organizational structure	The concept of management of art institutions/organizations	Lectures, discussions, questions and answers	B. 1 PowerPoint	2x1	Observing, analyzing the concept of management of art institutions/organizations

5-6	Students are able to plan an art market management model with IT	Able to make an art market management model plan with IT	IT-based art market management design/design model	Lecture Group Discussion 1-3 people	B. 1-2 PowerPoint	1 x 50	Form groups, and share topic Organization includes process of planning, organizing, controlling, controlling an institution
7	SWOT analysis on art institutions/organizations with SWOT analysis	Able to analyze art institutions/organizations with SWOT analysis	SWOT of art institutions/organizations	Lecture Group Discussion 3 (1-3 people)	B. 1-2 PowerPoint	1x50	
8	UTS						
10-15	Cases with different institutions/organizations	Able to analyze art institutions/organizations with SWOT analysis	SWOT of art institutions/organizations	Lecture Group Discussion 5 (3 people)	B. 1 PowerPoint		Formulate the results of group discussions
UAS							

B. Course Evaluation and Development

1. Calculation of Student Workload

Credit Units (CU)	ECTS	Meeting Hours	structured Assignments	Independent Study
4 CUs	6,36	2100 minutes	2520 minutes	2520 minutes

2. Learning Outcome Program (PLO)

PLO1 Responsibility and discipline in making decisions in groups or independently

PLO-8 Skilled in making the right decisions based on analysis of information and data in giving instructions

Course Learning Outcomes

CLO1 Students are able to understand management concepts and frameworks

CLO2 students are able to plan, implement and close a performing arts management work program

CLO3 Students are able to apply work programs in IT applications

CLO 4 Students are able to work together in teams

3. Assessment of PLO

STUDENT PERFORMANCE

DRAMA, DANCE AND MUSIC STUDY PROGRAM

COURSE :Staging Management

CLASS :A

CREDIT :3 credits

ACADEMIC YEARS :2017

No	NIM	Student name	Force	Presence	Part	Task	UTS	UAS	NA	Letter	Use
2	18020134004	LYBERTY RANUM ANASTY AGNES	2018	100%	85	85	80	83	83.4	A-	1
3	18020134005	AUGUSTA ALFIA NURROZA	2018	100%	85	85	80	87	84.6	A-	1
4	18020134010	ARUM DEWI PUSPITASARI	2018	100%	85	85	80	87	84.6	A-	1
5	18020134011	SINDHI GALUGAWATI SISKA	2018	100%	85	85	80	87	84.6	A-	1
6	18020134014	SHOFI SOTYA SINARAWATTI	2018	66.67%	20	20	20	0	14	E	1
7	18020134016	ANNISA RIZQI AHMADI	2018	100%	85	85	80	83	83.4	A-	1
8	18020134027	JIHAN ANDINI	2018	66.67%	20	20	20	0	14	E	1
9	18020134030	ENDAH SRI ISTIKHOMAH	2018	93.33%	85	85	60	60	72.5	B	1
10	18020134034	RENDI JAYA RISWANTO	2018	100%	85	85	80	83	83.4	A-	1
11	18020134041	EGA PUTRA GRACE ICHYA MUKTI	2018	86.67%	85	85	80	78	81.9	A-	1
12	18020134042	MELLANY OCTA SALSABILA SUGIARTO	2018	100%	85	85	80	87	84.6	A-	1
13	18020134046	FENY TWORINDA DEWANTARI	2018	86.67%	85	85	85	88	85.9	A	1
14	18020134048	OCTAVIANUS GEDION ANDI PRADANA	2018	86.67%	85	85	80	87	84.6	A-	1
15	18020134051	ALDEWA RISKANADI	2018	86.67%	85	85	80	84	83.7	A-	1
16	18020134054	MUCHAMMAD GOHAN DWI HANDIYANI	2018	80%	85	85	60	60	72.5	B	1
17	18020134061	NOVELLA NANDA MURTI	2018	93.33%	85	85	80	84	83.7	A-	1
18	18020134065	TONI ARDIANSYAH	2018	100%	85	85	85	88	85.9	A	1
19	18020134068	CAHYO BINTORO	2018	93.33%	85	85	80	82	83.1	A-	1
20	18020134077	DELLA ULFIYA RAMADHANI	2018	100%	85	85	70	70	77.5	B+	1

21	18020134087	ANNISA DAMAYANTI	2018	100%	85	85	80	79	82.2	A-	1
22	18020134096	RISMI SEKAR AGUSTINE	2018	100%	85	85	80	87	84.6	A-	1

Assessment Plan

	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11	PLO12
CLO1	Assignment, Mid-semester test, Final semester test							Assignment, Mid-semester test, Final semester test				
CLO2	Assignment, Mid-semester test, Final semester test							Assignment, Mid-semester test, Final semester test				
CLO3	Assignment, Mid-semester test, Final semester test							Assignment, Mid-semester test, Final semester test				
CLO4	Assignment, Mid-semester test, Final semester test							Assignment, Mid-semester test, Final semester test				

STUDENT PERFORMANCE

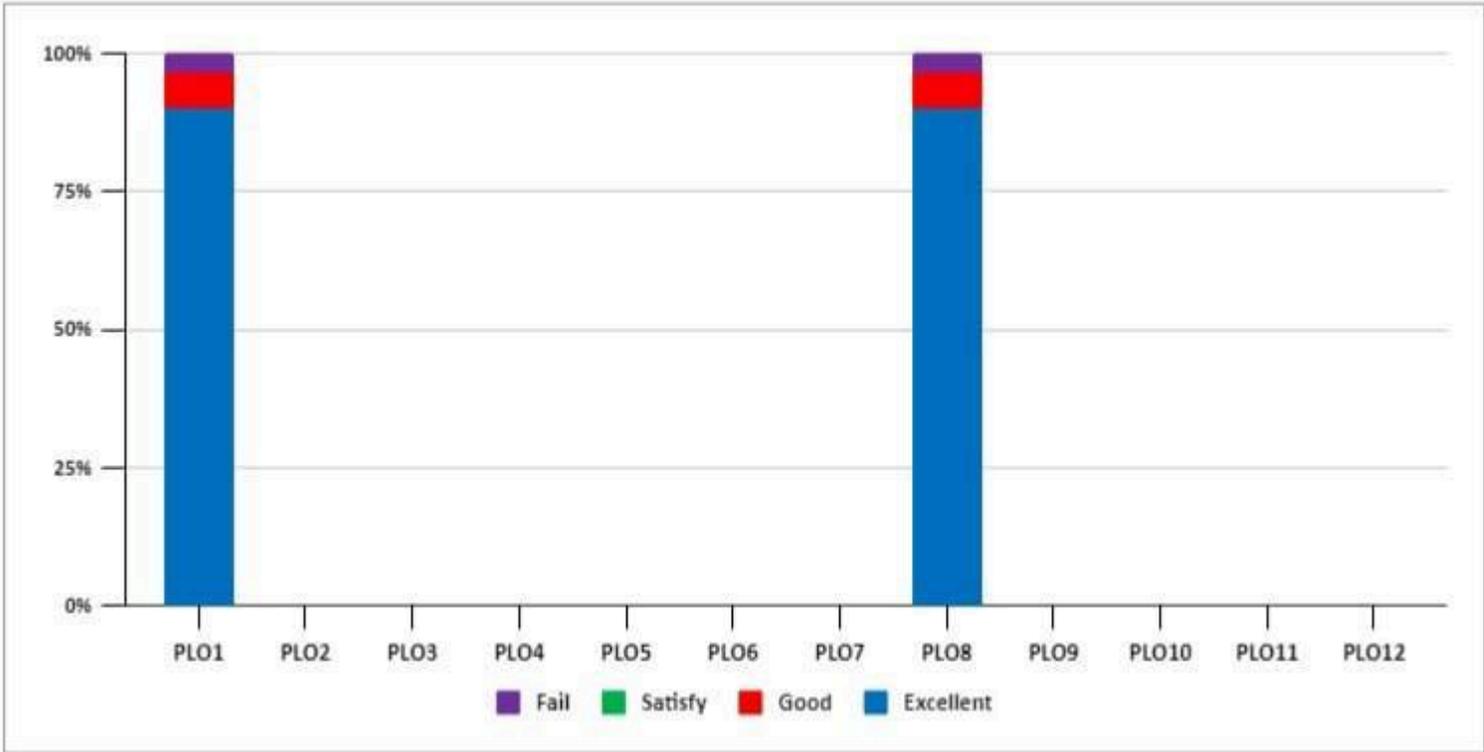
	WEIGHT	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11	PLO12	Amount
PARTICIPATION	0.2	1.00							1.00					2.00
TASK	0.3	1.00							1.00					2.00
UTS	0.2	1.00							1.00					2.00
UAS	0.3	1.00							1.00					2.00
	1.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0		

STUDENT PERFORMANCE

	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11	PLO12
Excellent	81	0	0	0	0	0	0	81	0	0	0	0
good	6	0	0	0	0	0	0	6	0	0	0	0
Satisfy	0	0	0	0	0	0	0	0	0	0	0	0
File	3	0	0	0	0	0	0	3	0	0	0	0
	90	0	0	0	0	0	0	90	0	0	0	0

STUDENT PERFORMANCE

Percentage	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11	PLO12
Excellent	90%							90%				
good	7%							7%				
Satisfy	0%							0%				
File	3%							3%				



APPENDICES

APPENDIX 1 ASSESSMENT RUBRIC

Course Assessments

A. Assessment Rubric

1) Attitudes/Affective Domains

In this domain, the evaluation of student participation in class includes communication skills, discipline and responsibility. The rubrics used are as follows:

Criteria	score
Communicate effectively, appreciate others' opinions; always attend the class on time; always submit the assignment on time; and always participate in the completion of group assignments	$85 \leq SA \leq 100$
Communicate effectively, appreciate others' opinions; 80% of attendance; submit 90% of the assignment; and often participate in the completion of group assignments.	$70 \leq SA < 85$
Communicate ineffectively, appreciate others' opinions; 75% of attendance; submit the 70% of assignments on time; and participate in the completion of group assignments.	$55 \leq SA < 70$
Communicate ineffectively, don't appreciate it others' opinions; rarely attend classes; rarely submit the assignment; and seldom participate in the completion of group assignments	$\leq SA < 55$

2) Knowledge/Cognitive Domains

The students' knowledge is assessed through assignments (individual and group) and tests (mid-term and End-term tests).

a. Assignment Rubric

The criteria of assignment according to Assignment Rubrics:

No	Aspects	Max. score
1	Finding the financial data: a. Data collected from reputable sources, ie Indonesian Capital Market (www.idx.co.id) (Excellent = 3, Good = 2, Fair = 1)	3
	Finding the financial data: b. Financial data is an audited Annual Report for the observed: (Excellent = 3, Good = 2, Fair = 1)	3
2	Calculate data a. Choose the correct formula (Excellent = 3, Good = 2, Fair = 1)	3
	Calculate data b. Correct calculation and results (Excellent = 3, Good = 2, Fair = 1)	3
3	Description of the calculation results Make a description about the calculated result and explain the meaning of the calculation result (Excellent = 3, Good = 2, Fair = 1)	3
4	Conclusion Make a conclusion including a suggestion for a better performance for the company according to the analysis (Excellent = 3, Good = 2, Fair = 1)	3
5	Assignment result paper a. Systematic report (Excellent = 3, Good = 2, Fair = 1)	3

	Assignment result paper b. Language use (Excellent = 3, Good = 2, Fair = 1)	3
	Assignment result paper c. Presentations (Excellent = 3, Good = 2, Fair = 1)	3

b) test (mid-term and end-term tests)

The criteria of mid-term and end-term tests in this course are:

1. The ability to give answers correctly according to the key and rubrics;
2. The ability to provide robust argumentation according to theory;
3. The ability to provide systematic explanations; and
4. The ability to apply the essential concepts in a particular situation comprehensively.

B. Surabaya State University's Grading System

University students are considered to be competent and pass if at least get 40% of the maximum End-term grade. The End-term grade (NA) is calculated based on the following weight:

Assessment Components	Percentages
Participation (including attitudes/affective)	20%
Assignments	30%
Mid-term test	20%
end-term test	30%

Scoring Conversion

Scoring Intervals (out of 100)	Point	Grade
$85 \leq NA \leq 100$	4.00	A
$80 \leq NA < 85$	3.75	A-
$75 \leq NA < 80$	3.50	B+
$70 \leq NA < 75$	3.00	B
$65 \leq NA < 70$	2.75	B-
$60 \leq NA < 65$	2.50	C+
$55 \leq NA < 60$	2.00	C
$40 \leq NA < 55$	1.00	D
$0 \leq NA < 40$	0	E

b. Sample of Course Log Book



KEMENTERIAN PENDIDIKAN, KEBUDAYAAN, RISET, DAN
TEKNOLOGI
UNIVERSITAS NEGERI SURABAYA

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Jalan Ketintang, Surabaya 60231
T: +6231-8293484
F: +6231-8293484
laman: unesa.ac.id
email : bakpk@unesa.ac.id

Aktivitas Perkuliahan

Nama Matakuliah : Manajemen Pementasan **Dosen** : WARIH HANDAYANINGRUM
Kelas : 2017A (196009261986012001)

Jadwal & Ruang : T11.02.02 (07.00 - 10.20) R.

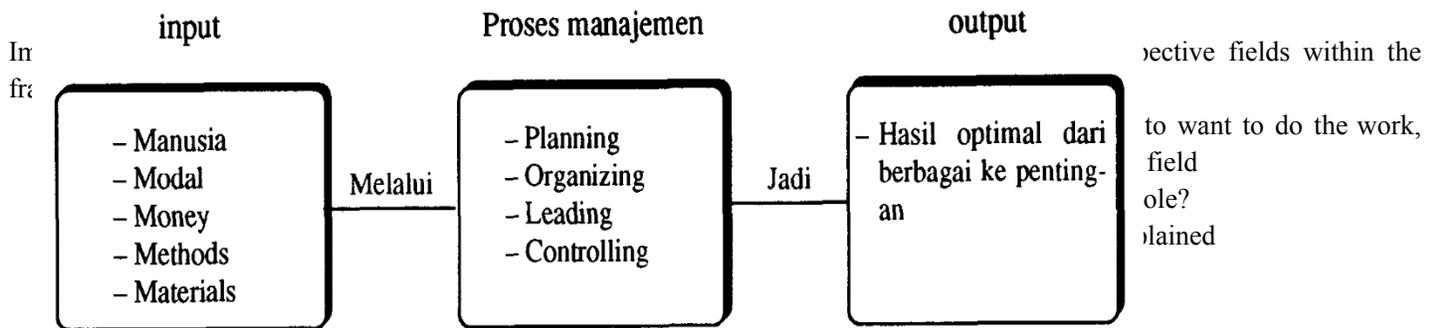
No.	Tanggal	Pertemuan	Topik	Peserta	Status	Dosen
1	05-02-2020	Pertemuan ke 1	Manajemen umum dan manajemen seni pertunjukan	20	Terjadwal	Warih Handayaniingrum
2	12-02-2020	Pertemuan ke 2	Fungsi manajemen perencanaan	23	Terjadwal	Warih Handayaniingrum
3	19-02-2020	Pertemuan ke 3	Buku 1,4 LCD, video , diskusi fungsi manajemen perencanaan	24	Terjadwal	Warih Handayaniingrum
4	03-03-2020	Pertemuan ke 4	Fungsi manajemen pergerakan	24	Ganti	Warih Handayaniingrum
5	04-03-2020	Pertemuan ke 5	Proses pengawasan	30	Ganti	Warih Handayaniingrum
6	11-03-2020	Pertemuan ke 6	Pelaksanaan kerja evta l dan pembagian wilayah tugas masing-masing bagian produksi	28	Terjadwal	Warih Handayaniingrum
7	18-03-2020	Pertemuan ke 7	Stage manajer: Penguasaan panggung, set, dekorasi, dan komando crew stage Pemasaran: Fundrising, proposal, komunikasi, lobyimg, dan publikasi	26	Terjadwal	Warih Handayaniingrum
8	25-03-2020	Pertemuan ke 8	Buku 1, dan 4	21	Terjadwal	Warih Handayaniingrum
9	01-04-2020	Pertemuan ke 9	Pra pementasan yang berupa evaluasi penyelenggaraan pementasan	29	Terjadwal	Warih Handayaniingrum
10	08-04-2020	Pertemuan ke 10	Pra pementasan, penyelenggraan evaluasi tahap 2	29	Terjadwal	Warih Handayaniingrum
11	15-04-2020	Pertemuan ke 11	Pencarian dana dan tiketing serta pemasaran	30	Terjadwal	Warih Handayaniingrum
12	22-04-2020	Pertemuan ke 12	Technical meeting pementasan	30	Terjadwal	Warih Handayaniingrum

13	29-04-2020	Pertemuan ke 13	Dresserehearsall	30	Terjadwal	Warih Handayaniingrum
14	06-05-2020	Pertemuan ke 14	Penyelenggaraan pementasan	30	Terjadwal	Warih Handayaniingrum
15	13-05-2020	Pertemuan ke 15	Review	30	Terjadwal	Warih Handayaniingrum

c. Sample of Mid-term Test

UNESA FBS SENDRATASIK EDUCATION DEPARTMENT
MIDDLE EXAM EVEN SEMESTER
COURSE: STAGE MANAGEMENT
LECTURER:
WARIH H, BAMBANG SUYONO, JOKO WIN, ARIF HIDAYAT

1. What is the purpose of studying staging management for Sendratasik students?
2. Management is the science and art of managing the process of using human and other resources effectively. What is meant by science and art above
3. The staging management work pattern from its work characteristics is divided into 2, namely artistic management and non-artistic management, explain the work area of each of these characteristics.
4. Management is the main activity carried out by a leader wherever his position is because he serves as a manager to process inputs into outputs through the management process, which if described as follows.



- c. There is a working relationship
 - d. There is a place
- Give each contribution or contribution in relation to static and dynamic organizing
8. Why is supervision so closely related to planning

d. Sample of End-term Test

FINAL EXAMINATION EVEN SEMESTER 2015/2016
Subject: Innovative Learning
Lecturer : Dr. Warih Handayani, M.Pd

Answer the questions below clearly and correctly

1. Teaching is a complex activity, namely an attempt to create an environment that allows for optimal student learning processes. To create that environment there are components of a learning strategy that must exist, explain each component?

2. In opening learning skills, a teacher must carry out several activities, namely attracting attention, generating motivation, making connections, and giving references, explain why each of these aspects must be done.
3. In this era of globalization, quality learning must provide provisions for children to be able to survive, therefore learning must have the principle of active learning, student-centered, what learning model? / explain
4. Based on the vision of national education, in 2025 the Ministry of National Education wants to give birth to comprehensively intelligent humans/humans, namely spiritually intelligent, intellectually intelligent, emotional and socially intelligent and kinesthetically intelligent, explain the role of art education in each intelligence.
5. Develop KD: Identify traditional local arts (music, drama, dance), into indicators so that they meet the cognitive hierarchy (knowledge, understanding, application, analysis, synthesis, assessment) According to your concentration

Assessment rubric

No	Criteria	Weight	Score				Amount
			1	2	3	4	
1	Components are stated correctly, accompanied by a description of each component	2					
2	Explanation of each element of the opening activity and the reason is explained appropriately	2					
3	Explain inquiry learning, problem-based, or other models with reasons explained correctly	2					
4	Give examples of the role of cultural arts education in each of the spiritual, intellectual, emotional and kinesthetic intelligences explained correctly	2					
5	Take indicators at least 3 correctly	2					
Amount							
Final Value (Total: 40) x 100							

Information:

Score 4: Complete and precise explanation,
 Score 3: Complete and inaccurate explanation.

Score 2: Incomplete and inaccurate explanation,
 Score 1: Incomplete explanation.

e. Sample of student answers to assignment, Mid-term, and End-term

STUDY PROGRAM S1 Education in Drama, Dance and Music												original data :
LIST OF STUDENT VALUE												
Subject : Staging Management												
Class : 2018A												
Academic Year: 2020/2021 Even												
Information :												
1. Only fill in the value components: Part, Assignments, UTS and UAS												
2. Students' UAS scores with attendance below 73.3% (columns in red) will not be saved												
3. Do not change anything in this document except for point number one above.												
4. PPTI / BAAK does not accept grade files to be uploaded. The process of uploading grades is carried out by the lecturer concerned.												

No	NIM	Student name	Force	Presence	Part	Task	UTS	UAS	NA	Letter	Use
2	18020134004	LYBERTY RANUM ANNASTY AGNES	2018	100%	85	85	80	83	83.4	A-	1
3	18020134005	AUGUSTA ALFIA NURROZA	2018	100%	85	85	80	87	84.6	A-	1
4	18020134010	ARUM DEWI PUSPITASARI	2018	100%	85	85	80	87	84.6	A-	1
5	18020134011	SINDHI GALUGAWATI SISKA	2018	100%	85	85	80	87	84.6	A-	1
6	18020134014	SHOFI SOTYA SINARAWATTI	2018	66.67%	20	20	20	0	14	E	1
7	18020134016	ANNISA RIZQI AHMADI	2018	100%	85	85	80	83	83.4	A-	1
8	18020134027	JIHAN ANDINI	2018	66.67%	20	20	20	0	14	E	1
9	18020134030	ENDAH SRI ISTIKHOMAH	2018	93.33%	85	85	60	60	72.5	B	1
10	18020134034	RENDI JAYA RISWANTO	2018	100%	85	85	80	83	83.4	A-	1
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13	18020134046	FENY TWORINDA DEWANTARI	2018	86.67%	85	85	85	88	85.9	A	1
14	18020134048	OCTAVIANUS GEDION ANDI PRADANA	2018	86.67%	85	85	80	87	84.6	A-	1
15	18020134051	ALDEWA RISKANADI	2018	86.67%	85	85	80	84	83.7	A-	1
16	18020134054	MUCHAMMAD GOHAN DWI HANDIYANI	2018	80%	85	85	60	60	72.5	B	1
17	18020134061	NOVELLA NANDA MURTI	2018	93.33%	85	85	80	84	83.7	A-	1
18	18020134065	TONI ARDIANSYAH	2018	100%	85	85	85	88	85.9	A	1
19	18020134068	CAHYO BINTORO	2018	93.33%	85	85	80	82	83.1	A-	1
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