



**UNIVERSITAS SUMATERA UTARA (USU)**  
**FACULTY OF AGRICULTURE**  
**Animal Science Study Program**

**Document Code**  
 (To follow)

**SEMESTER LEARNING PLAN (RPS)**

COURSES (MK)	CODE	Constitutional Court	WEIGHT (credits)	SEMESTER	Drafting Date
Basics of Farm Management	PTN1103	Exact	Theory = 2 Practice = 0	I	January 11, 2023
<b>AUTHORIZATION / ENDORSEMENT</b>	<b>RPS Developer Lecturer</b>		<b>Vice Dean I</b>		<b>Head of USU Link-up</b>
			Dr. Lisnawita, S.P., M.P		Prof. DR. Dwisuryant M.Sc.

<b>Learning Outcomes</b>	<b>CPL-Study Programs Charged to the Constitutional Court</b>				
	CPL01	Able to apply logical, critical, systematic and innovative thinking through the approach and implementation of animal husbandry science and technology by applying the character of BINTANG			
	<b>Course Learning Outcomes (CPMK)</b>				
	CPMK1: Students are able to explain management as a science/art in practice, leaders and leadership within the scope of animal husbandry				
	CPMK2: Students are able to explain the decision-making process, coordination, communication and delegation of authority, as well as functional approaches in livestock management				
	<b>Final Ability of Each Learning Stage (Sub-CPMK)</b>				
	Sub-CPMK1	After attending this lecture, students will be able to explain the scope of the basic livestock management course			
	Sub-CPMK2	After attending this lecture, students will be able to explain about the elements of management, the fields of management and the functions of management			
	Sub-CPMK3	After attending this lecture, students will be able to explain the meaning of leaders, managers and leadership			
	Sub-CPMK4	After attending this lecture, students will be able to explain decision making and responsibility			
Sub-CPMK5	After attending this lecture, students will be able to explain about coordination, communication, motivation, centralization and decentralization				

	Sub-CPMK6	After attending this lecture, students will be able to explain about planners, planning, plans, principles, objectives, conditions and types							
	Sub-CPMK7	After attending this lecture, students will be able to explain about the organization, principles, elements and processes							
	Sub-CPMK8	After attending this lecture, students will be able to explain about control, monitoring, inspection, evaluation and reporting							
<b>Correlation between CPMK and Sub-CPMK</b>		<b>Sub-CPMK1</b>	<b>Sub-CPMK2</b>	<b>Sub-CPMK3</b>	<b>Sub-CPMK4</b>	<b>Sub-CPMK5</b>	<b>Sub-CPMK6</b>	<b>Sub-CPMK7</b>	<b>Sub-CPMK8</b>
	CPMK1	√	√	√	√	√	√	√	√
	CPMK2	√					√	√	√
<b>Brief Description of Courses</b>	<p>The Basic Livestock Management course is a course that studies the basics of management in the field of Livestock such as management developments, elements, management functions and supporting aspects of management in Livestock in general.</p> <p>The form of learning applied is online-based blended learning and the use of a learning management system (LMS). This course also applies a case/project-based learning method to improve the achievement of learning outcomes (CPL).</p>								
<b>Study Material:</b> Learning Materials	<p><b>Meeting I:</b> Introduction</p> <p><b>Meeting II:</b> elements of management, areas of management and management functions</p> <p><b>Meeting III:</b> Leader, Manager and Leadership</p> <p><b>Meeting IV:</b> decision making dan responsibility</p> <p><b>Meeting V:</b> Coordination, communication, motivation, centralization and decentralization</p>								

	<p><b>Meeting VI:</b> planner, planning, plan, principles, objectives, terms and types</p> <p><b>Meeting VII:</b> planner, planning, plan, principles, objectives, terms and types</p> <p><b>Meeting VIII:</b> organization, foundations, elements and processes</p> <p><b>Meeting IX:</b> organization, foundations, elements and processes</p> <p><b>Meeting X:</b> HR planning, sourcing, procurement, selection and maintenance</p> <p><b>Meeting XI:</b> assessment, development and dismissal as well as relationship with management functions and areas</p> <p><b>Meeting XII:</b> Movement functions, duties and responsibilities and rights and responsibilities of managers and employees</p> <p><b>XIII Meeting</b> Movement functions, duties and responsibilities and rights and responsibilities of managers and employees</p> <p><b>XIV Meeting</b> Control, Monitoring, Inspection, Evaluation and Reporting</p>
<b>Book</b>	<p><b>Main:</b></p> <ol style="list-style-type: none"> <li>1. Rohmat. 2014. Diktat Lecture on Introduction to Animal Husbandry, Faculty of Agriculture Kediri</li> <li>2. Animal Biology (Ita Wahyu Nursita, et al)</li> <li>3. Guidelines for Indonesian Livestock Development Planning (Suhubdy et al)</li> </ol>

	<b>Supporter:</b> <ol style="list-style-type: none"> <li>1. Dictionary of Animal Husbandry Terms (B A Murtidjo)</li> <li>2. Basics of Livestock Product Technology (Agus Susilo et al)</li> <li>3. Management of Forage in Traditional Livestock System (Y.A. Sutaryono)</li> </ol>						
<b>Lecturer</b>							
<b>Conditional Courses</b>	-						
<b>Week</b>	<b>Final ability of each stage of learning (Sub-CPMK)</b>	<b>Valuation</b>		<b>Forms of Learning; Learning Methods; Student Assignment; [ Estimated Time ]</b>		<b>Study Materials (Learning Materials)</b>	<b>Assessment Weight (%)</b>
		<b>Indicator</b>	<b>Criteria and Techniques</b>	<b>Asynchronous (5)</b>	<b>Synchronous (6)</b>		
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>	<b>(7)</b>	<b>(8)</b>
1	Sub-CPMK1: After attending this lecture, students will be able to explain the scope of the basic livestock management course	Accuracy in explaining the definition, characteristics and development of management as well as system approach and contingency approach	<b>Criterion:</b> Using the assessment rubric.  <b>Technique:</b> <ul style="list-style-type: none"> <li>• Reading the provided section (book)</li> <li>• Responding to the opening question given.</li> <li>• Answer questions according to reading.</li> </ul>	Time : 50 minutes <b>Activities:</b> <ol style="list-style-type: none"> <li>a. Attendance</li> <li>b. Download and read the Syllabus (RPS), Learning Implementation Plan (SAP), Course Agreement, and Learning Materials.</li> </ol> <b>Learning Methods:</b> <i>Self-Paced</i>	Time : 100 Minutes <b>Activities:</b> <ol style="list-style-type: none"> <li>a. Learn the rules, competencies (skills), materials, tasks, and assessments that are applied during the classroom.</li> <li>b. Make notes about the learning materials described.</li> </ol>	<b>Subject Matter:</b> Introduction: <ul style="list-style-type: none"> <li>• Definition of management</li> <li>• Characteristics and development of management</li> <li>• Systems approach and contingency approach</li> </ul>	2%

				<p><i>Learning</i></p> <p><b>Moda (Learning Management System):</b>  <a href="mailto:learning@usu.ac.id">learning@usu.ac.id</a></p>	<p>c. Responding to questions</p> <p><b>Media:</b></p> <ol style="list-style-type: none"> <li>1. Power Point Presentation</li> <li>2. Zoom Meeting</li> <li>3. Text Book</li> </ol> <p><b>Learning Methods :</b></p> <ol style="list-style-type: none"> <li>1. Online Lecture</li> <li>2. Discussion</li> </ol> <p>Self-Paced</p>	
2	<p>Sub-CPMK 2:</p> <p>After attending this lecture, students will be able to explain about the elements of management, the fields of management and the functions of management</p>	<p>Accuracy in explaining the elements of management, areas of management and management functions</p>	<p><b>Criterion:</b> Using the assessment rubric.</p> <p><b>Technique:</b></p> <ul style="list-style-type: none"> <li>● Reading the provided section (book)</li> <li>● Responding to the opening question given.</li> <li>● Answer questions according to reading.</li> </ul>	<p>Time : 50 minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>a. Review previous lessons .</li> <li>b. Reading books</li> <li>c. Record attendance.</li> <li>d. Responding to the opening question</li> </ol> <p><b>Learning Methods:</b> <i>Self-Paced Learning</i></p>	<p>Time : 100 Minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>a. Learn the rules, competencies (skills), materials, tasks, and assessments that are applied during the classroom.</li> <li>b. Make notes about the learning materials described.</li> </ol>	<p><b>Subject Matter:</b> Meaning of management elements, management fields and management functions:</p> <ul style="list-style-type: none"> <li>● Goals and objectives</li> <li>● Elements</li> <li>● Fields and processes</li> <li>● Management functions</li> <li>● Management dynamics</li> </ul>

2%

				<p><b>Moda (<i>Learning Management System</i>):</b>  <u><a href="mailto:elearning@usu.ac.id">elearning@usu.ac.id</a></u></p>	<p>c. Responding to questions</p> <p><b>Media:</b></p> <ol style="list-style-type: none"> <li>1. Power Point Presentation</li> <li>2. Zoom Meeting</li> <li>3. Text Book</li> </ol> <p><b>Learning Methods :</b></p> <ol style="list-style-type: none"> <li>1. Online Lecture</li> <li>2. Discussion</li> <li>3. Self-Paced</li> </ol>	
3	<p>Sub-CPMK 3:</p> <p>After attending this lecture, students will be able to explain the meaning of leaders, managers and leadership</p>	<ol style="list-style-type: none"> <li>a. Accuracy in explaining the meaning of leader, manager and leadership</li> <li>b. Correctness of students' answers (Quiz)</li> </ol>	<p><b>Criterion:</b> Using the assessment rubric.</p> <p><b>Technique:</b></p> <ul style="list-style-type: none"> <li>● Reading the provided section (book)</li> <li>● Responding to the opening question given.</li> <li>● Answer questions according to reading.</li> </ul>	<p>Time : 50 minutes</p> <p>Activities:</p> <ol style="list-style-type: none"> <li>1. Review previous lessons .</li> <li>2. Reading books</li> <li>3. Record attendance.</li> <li>4. Responding to the opening question</li> </ol> <p><b>Task 1:</b></p> <ol style="list-style-type: none"> <li>1. Re-explain the information obtained and</li> <li>2. Answer quiz questions</li> </ol>	<p>Time 100 minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>a. Make notes about the learning materials described.</li> <li>b. Responding to questions.</li> <li>c. Completing and submitting quizzes</li> </ol> <p><b>Media:</b>  <i>Power Point Presentation</i>  <i>Text Book</i></p>	<p><b>Subject Matter:</b>  Meaning of leader, manager and leadership:</p> <ul style="list-style-type: none"> <li>● The relationship between each leader, leading, leadership</li> <li>● Managerial leadership, leading in theory and practice</li> </ul>

2%

				<b>Moda (Learning Management System):</b> <a href="mailto:elearning@usu.ac.id">elearning@usu.ac.id</a>	<i>Zoom Meeting/ offline</i> <b>Learning Methods:</b> 1. <i>Online Lecture/ offline</i> 2. <i>Discussion</i> 3. <i>Quiz</i> 4. <i>Self-Paced Learning</i>	
4	Sub-CPMK 4:  After attending this lecture, students will be able to explain decision making and responsibility	Accuracy in explaining decision making and responsibility	<b>Criterion:</b> Using the assessment rubric.  <b>Technique:</b> <ul style="list-style-type: none"> <li>● Reading the provided section (book)</li> <li>● Responding to the opening question given.</li> <li>● Answer questions according to reading.</li> </ul>	Time : 50 minutes <b>Activities:</b> <ol style="list-style-type: none"> <li>a. Attendance</li> <li>b. Download and read the Syllabus (RPS), Learning Implementation Plan (SAP), Course Agreement, and Learning Materials.</li> </ol> <b>Learning Methods:</b> <i>Self-Paced Learning</i>	Time : 100 Minutes <b>Activities:</b> <ol style="list-style-type: none"> <li>a. Learn the rules, competencies (skills), materials, tasks, and assessments that are applied during the classroom.</li> <li>b. Make notes about the learning materials described.</li> <li>c. Responding to questions</li> </ol> <b>Media:</b> <ol style="list-style-type: none"> <li>1. Power Point Presentation</li> </ol>	<b>Subject Matter:</b> Arti decision making dan responsibility <ul style="list-style-type: none"> <li>● The relationship between each leader, leading, leadership</li> <li>● Managerial leadership, leading in theory and practice</li> </ul>

2%

				<p><b>Moda (Learning Management System):</b>  <a href="mailto:elearning@usu.ac.id">elearning@usu.ac.id</a></p>	<p>2. Zoom Meeting  3. Text Book</p> <p><b>Learning Methods :</b></p> <ol style="list-style-type: none"> <li>1. Online Lecture</li> <li>2. Discussion</li> <li>3. Self-Paced</li> </ol>	
5	<p>Sub-CPMK 5:</p> <p>After attending this lecture, students will be able to explain about coordination, communication, motivation, centralization and decentralization</p>	<ol style="list-style-type: none"> <li>1. Activity in the classroom</li> <li>2. Discussion with the forum (Group 1 assesses the other group and so on)</li> <li>3. How to write a paper</li> <li>4. Power point view</li> </ol>	<p><b>Criterion:</b>  Using the assessment rubric.</p> <p><b>Technique:</b></p> <ul style="list-style-type: none"> <li>• Reading the provided section (book)</li> <li>• Responding to the opening question given.</li> <li>• Answer questions according to reading.</li> </ul>	<p>Time : 50 minutes</p> <p><b>Activity:</b></p> <ol style="list-style-type: none"> <li>1. Be present on time</li> <li>2. Download learning materials</li> <li>3. Search for related journals according to the material</li> </ol> <p><b>Task 2:</b></p> <ol style="list-style-type: none"> <li>1. Divide the group evenly (the lecturer divides)</li> <li>2. Create a paper with a maximum of 15 pages from the table of contents to the TMR font library size 12</li> </ol>	<p>Time : 100 Minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Learn the rules, competencies (skills), materials, tasks, and assessments applied during the classroom</li> <li>2. Make notes about the learning materials explained</li> <li>3. Responding to questions or instructions given by lecturers</li> <li>4. Responding to questions from the audience on</li> </ol>	<p><b>Subject Matter:</b>  The meaning of coordination, communication, motivation, centralization and decentralization:</p> <ul style="list-style-type: none"> <li>• Conditions, nature and manner of coordination</li> <li>• Communication and motivation</li> <li>• The relationship of each to the management function</li> <li>• Related to the centralization and decentralization system</li> </ul>

2%

				space 1.5 sent in pdf form <u>3.</u> Group presentations	the presenter group  <b>Media:</b> 1. Power point 2. Zoom meeting 3. E-Learning 4. Handouts <b>Learning Methods:</b> Lectures Group discussions Independent Learning	
6	Sub-CPMK 6:  After attending this lecture, students will be able to explain about planners, planning, plans, principles, objectives, conditions and types	1. Activity in the classroom 2. Discussion with the forum (Group 1 assesses the other group and so on) 3. How to write a paper 4. Power point view	<b>Criterion:</b> Using the assessment rubric.  <b>Technique:</b> <ul style="list-style-type: none"> <li>● Reading the provided section (book)</li> <li>● Responding to the opening question given.</li> <li>● Answering questions according to reading</li> </ul>	Time : 50 minutes <b>Activity:</b> 1. Be present on time 2. Download learning materials 3. Looking for journals related to the material  <b>Task 2:</b> <u>1.</u> Divide the group evenly (the lecturer divides)	Time : 100 Minutes <b>Activities:</b> 1. Learn the rules, competencies (skills), materials, tasks, and assessments applied during the classroom 2. Make notes about the learning materials explained 3. Responding to questions or	<b>Subject Matter:</b> Planner, planning, plan, principles, objectives, conditions and types: <ul style="list-style-type: none"> <li>● Planning, planning, program planner and related</li> <li>● Foundation, premise and purpose</li> </ul>

2%

				<p>2. Create a paper with a maximum of 15 pages from the table of contents to the TMR font library size 12 space 1.5 sent in pdf form</p> <p>3. Group presentations</p>	<p>instructions given by lecturers</p> <p>4. Responding to questions from the audience on the presenter group</p> <p><b>Media:</b></p> <ol style="list-style-type: none"> <li>1. Power point</li> <li>2. Zoom meeting</li> <li>3. E-Learning</li> <li>4. Handouts</li> </ol> <p><b>Learning Methods:</b></p> <p>Lectures Group discussions Independent Learning</p>		
7	<p>Sub-CPMK 6:</p> <p>After attending this lecture, students will be able to explain about planners, planning, plans, principles, objectives, conditions and types</p>	<ol style="list-style-type: none"> <li>1. Activity in the classroom</li> <li>2. Discussion with the forum (Group 1 assesses the other group and so on)</li> </ol>	<ol style="list-style-type: none"> <li>1. Language in expressing opinions</li> <li>2. Paper</li> <li>3. Power point display</li> <li>4. Mastery of assignment material</li> </ol>	<p>Time : 50 minutes</p> <p><b>Activity:</b></p> <ol style="list-style-type: none"> <li>1. Be present on time</li> <li>2. Download learning materials</li> <li>3. Looking for journals related to the material</li> </ol>	<p>Time : 100 Minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Learn the rules, competencies (skills), materials, tasks, and assessments</li> </ol>	<p><b>Subject Matter:</b></p> <p>Planner, planning, plan, principles, objectives, conditions and types (Continued.) :</p>	2%

		<p>3. How to write a paper</p> <p>4. Power point view</p>		<p><b>Task 2:</b></p> <p>1. Divide the group evenly (the lecturer divides)</p> <p>2. Create a paper with a maximum of 15 pages from the table of contents to the TMR font library size 12 space 1.5 sent in pdf form</p> <p>3. Group presentations</p>	<p>applied during the classroom</p> <p>2. Make notes about the learning materials explained</p> <p>3. Responding to questions or instructions given by lecturers</p> <p>4. Responding to questions from the audience on the presenter group</p> <p><b>Media:</b></p> <p>1. Power point</p> <p>2. Zoom meeting</p> <p>3. E-Learning</p> <p>4. Handouts</p> <p><b>Learning Methods:</b></p> <p>Lectures</p> <p>Group discussions</p> <p>Independent Learning</p>	<ul style="list-style-type: none"> <li>• Categories and types of planning</li> <li>• Terms and benefits</li> </ul> <p>The relationship between planning and management functions, elements and areas of management</p>	
8	MID SEMESTER EXAMINATION						15%

9	<p>Sub-CPMK 7:</p> <p>After attending this lecture, students will be able to explain about the organization, principles, elements and processes</p>	<ol style="list-style-type: none"> <li>1. Activity in the classroom</li> <li>2. Discussion with the forum (Group 1 assesses the other group and so on)</li> <li>3. How to write a paper</li> <li>4. Power point view</li> </ol>	<ol style="list-style-type: none"> <li>1. Language in expressing opinions</li> <li>2. Paper</li> <li>3. Power point display</li> <li>4. Mastery of assignment material</li> </ol>	<p>Time : 50 minutes</p> <p><b>Activity:</b></p> <ol style="list-style-type: none"> <li>1. Be present on time</li> <li>2. Download learning materials</li> <li>3. Looking for journals related to the material</li> </ol> <p><b>Task 2:</b></p> <ol style="list-style-type: none"> <li>1. Divide the group evenly (the lecturer divides)</li> <li>2. Create a maximum of 15 pages from the table of contents to the TMR font bibliography size 12 space 1.5 sent in pdf form</li> <li>3. Group presentations</li> </ol>	<p>Time : 100 Minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Learn the rules, competencies (skills), materials, tasks, and assessments applied during the classroom</li> <li>2. Make notes about the learning materials explained</li> <li>3. Responding to questions or instructions given by lecturers</li> <li>4. Responding to questions from the audience on the presenter group</li> </ol> <p><b>Media:</b></p> <ol style="list-style-type: none"> <li>1. Power point</li> <li>2. Zoom meeting</li> <li>3. E-Learning</li> <li>4. Handouts</li> </ol>	<p><b>Subject Matter:</b></p> <p>Meaning of organization, principles, elements and processes:</p> <ul style="list-style-type: none"> <li>● Organization and organizing</li> <li>● Basics and elements</li> <li>● Process and types</li> </ul>	2%
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					<b>Learning Methods:</b> Lectures Group discussions Independent Learning		
10	Sub-CPMK 7:  After attending this lecture, students will be able to explain about the organization, principles, elements and processes	1. Activity in the classroom 2. Discussion with the forum (Group 1 assesses the other group and so on) 3. How to write a paper 4. Power point view	1. Language in expressing opinions 2. Paper 3. Power point display 4. Mastery of assignment material	Time : 50 minutes <b>Activity:</b> 1. Be present on time 2. Download learning materials 3. Looking for journals related to the material  <b>Task 2:</b> <u>1.</u> Divide the group evenly (the lecturer divides) <u>2.</u> Create a paper with a maximum of 15 pages from the table of contents to the TMR font library size 12 space 1.5 sent in pdf form <u>3.</u> Group presentations	Time : 100 Minutes <b>Activities:</b> 1. Learn the rules, competencies (skills), materials, tasks, and assessments applied during the classroom 2. Make notes about the learning materials explained 3. Responding to questions or instructions given by lecturers 4. Responding to questions from the audience on the presenter group	<b>Subject Matter:</b> Meaning of organization, principles, elements and processes (Continued..) : <ul style="list-style-type: none"> <li>● Assessment, development and termination</li> <li>● Relationship with management functions and management fields</li> </ul>	2%

					<p><b>Media:</b></p> <ol style="list-style-type: none"> <li>1. Power point</li> <li>2. Zoom meeting</li> <li>3. E-Learning</li> <li>4. Handouts</li> </ol> <p><b>Learning Methods:</b></p> <ol style="list-style-type: none"> <li>1. Lectures</li> <li>2. Group discussions</li> <li>3. Independent Learning</li> </ol>		
11	<p>Sub-CPMK 7:</p> <p>After attending this lecture, students will be able to explain about human resource planning, sourcing, procurement, selection and maintenance</p>	<ol style="list-style-type: none"> <li>1. Accuracy in revealing the information needed</li> <li>2. Correctness of students' answers (Quiz)</li> </ol>	<p><b>Criterion:</b> Using the assessment rubric <i>Marking Scheme</i></p> <p><b>Shape:</b></p> <ol style="list-style-type: none"> <li>1. Reading the provided section (book)</li> <li>2. Answer quizzes</li> </ol> <p><i>Worksheet</i> (Non-Test): respond to questions and be active in discussions</p>	<p>Time : 50 minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Review previous lessons .</li> <li>2. Reading books</li> <li>3. Record attendance.</li> <li>4. Responding to the opening question</li> </ol> <p><b>Task 3:</b></p> <ol style="list-style-type: none"> <li>1. Re-explain the information obtained and</li> <li>2. Answer quiz questions</li> </ol>	<p>Time 100 minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>a. Make notes about the learning materials described.</li> <li>b. Responding to questions.</li> <li>c. Completing and submitting quizzes</li> </ol> <p><b>Media:</b></p> <ol style="list-style-type: none"> <li>1. <i>Power Point Presentation</i></li> <li>2. <i>Text Book</i></li> <li>3. <i>Zoom Meeting/ offline</i></li> </ol>	<p><b>Subject Matter:</b> Meaning of HR, Staff and implementers:</p> <ul style="list-style-type: none"> <li>● HR Planning</li> <li>● Sourcing and procurement</li> <li>● Selection and maintenance</li> </ul>	2%

				<b>Moda (Learning Management System):</b> <a href="mailto:learning@usu.ac.id">learning@usu.ac.id</a>	<b>Learning Methods:</b> 1. <i>Online Lecture/ offline</i> 2. <i>Discussion</i> 3. <i>Quiz</i> 4. <i>Self-Paced</i> 5. <i>Learning</i>		
12	Sub-CPMK 7:  After attending this lecture, students will be able to explain about assessment, development and dismissal as well as the relationship with the functions and fields of management	Accuracy in revealing the information needed	<b>Criterion:</b> <i>Marking Scheme</i>  <b>Shape:</b> <i>Worksheet (Non-Tes)</i> Reading the sections provided (books and journals/scientific articles)	Time 20 minutes 1. Activities: 2. Review previous lessons. 3. Read the added teaching materials. 4. Record attendance.  <b>Task 4:</b> Case Methode Task Report  <b>Moda (Learning Management System):</b> <a href="mailto:learning@usu.ac.id">learning@usu.ac.id</a>	Time 130 minutes <b>Activities:</b> Students identify and analyze livestock management  <b>Media:</b> <i>Power Point</i> <i>Text book</i>  <b>Learning Methods:</b> 1. <i>Online/ offline Lecture</i> 2. <i>Project Base Learning</i>	<b>Subject Matter:</b> Meaning of HR, Staff and implementers (Continued..) : <ul style="list-style-type: none"> <li>● Assessment, development and termination</li> <li>● Relationship with management functions and management fields</li> </ul>	12,5%
13	Sub-CPMK 8:	Case Methode Task Report	<b>Criterion:</b> <i>Marking Scheme</i>	Time 20 minutes <b>Activities:</b>	Time 130 minutes <b>Activities:</b>	<b>Subject Matter:</b>	12,5%

	After attending this lecture, students will be able to explain about control, monitoring, inspection, evaluation and reporting		<p><b>Shape:</b> <i>Worksheet</i> (Non-Tes) Reading the sections provided (books and journals/scientific articles)</p>	<ol style="list-style-type: none"> <li>1. Review previous lessons.</li> <li>2. Read the added teaching materials.</li> <li>3. Record attendance.</li> </ol> <p><b>Task 4:</b> Case Methode Task Report</p> <p><b>Moda (Learning Management System):</b> <a href="mailto:elarning@usu.ac.id">elarning@usu.ac.id</a></p>	<p>Students identify and analyze livestock management</p> <p><b>Media:</b> <i>Power Point</i> <i>Text book</i></p> <p><b>Learning Methods:</b> 1. <i>Online/ offline Lecture</i> 2. <i>Case method</i></p>	<p>Meaning of movement functions, duties and responsibilities, rights and responsibilities of managers and employees:</p> <ul style="list-style-type: none"> <li>• Mobilization, behavior, planning of leaders and managers</li> <li>• Discuss the relationship with coordination, communication, and motivation</li> </ul>	
14	<p>Sub-CPMK 8:</p> <p>After attending this lecture, students will be able to explain the meaning of the function of movement, duties and responsibilities as well as the rights and responsibilities of managers and employees</p>	Case Methode Task Report	<p><b>Criterion:</b> <i>Marking Scheme</i></p> <p><b>Shape:</b> <i>Worksheet</i> (Non-Tes) Reading the sections provided (books and journals/scientific articles)</p>	<p>Time 20 minutes</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Review previous lessons.</li> <li>2. Read the added teaching materials.</li> <li>3. Record attendance.</li> </ol> <p><b>Task 4:</b> Case Methode Task Report</p>	<p>Time 130 minutes</p> <p><b>Activities:</b> Students identify and analyze livestock management</p> <p><b>Media:</b> <i>Power Point</i> <i>Text book</i></p> <p><b>Learning Methods:</b></p>	<p><b>Subject Matter:</b> Meaning of movement functions, duties and responsibilities, rights and responsibilities of managers and employees (Continued..) :</p>	12,5%

				<p><b>Moda (Learning Management System):</b>  <a href="mailto:elearning@usu.ac.id">elearning@usu.ac.id</a></p>	<ol style="list-style-type: none"> <li>1. <i>Online/ offline Lecture</i></li> <li>2. <i>Case method</i></li> </ol>	<ul style="list-style-type: none"> <li>• Responsibilities, division of duties, managers and employees</li> <li>• Benefits and implementation of coordination and communication</li> </ul>	
15	<p>Sub-CPMK 8:  After attending this lecture, students will be able to explain about control, monitoring, inspection, evaluation and reporting</p>	<p>Case Methode  Task Report</p>	<p><b>Criterion:</b>  <i>Marking Scheme</i></p> <p><b>Shape:</b>  <i>Worksheet</i>  (Non-Tes)  Reading the sections provided (books and journals/scientific articles)</p>	<p>Time 20 minutes  <b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Review previous lessons.</li> <li>2. Read the added teaching materials.</li> <li>3. Record attendance.</li> </ol> <p><b>Task 4:</b>  Case Methode Task Report</p> <p><b>Moda (Learning Management System):</b></p>	<p>Time 130 minutes  <b>Activities:</b>  Students identify and analyze livestock management  <b>Media:</b>  <i>Power Point</i>  <i>Text book</i></p> <p><b>Learning Methods:</b></p> <ol style="list-style-type: none"> <li>1. <i>Online/ offline Lecture</i></li> <li>2. <i>Case method</i></li> </ol>	<p><b>Subject Matter:</b>  Meaning of control, monitoring, inspection, evaluation and reporting:</p> <ul style="list-style-type: none"> <li>• Control, monitoring, inspection and control</li> <li>• Principles, properties, timing and conditions</li> <li>• Types, types and ways of control</li> <li>• Tools and steps</li> </ul>	12,5%

				<a href="mailto:elearning@usu.ac.id">elearning@usu.ac.id</a>			
<b>16</b>	FINAL SEMESTER EXAMINATION						15%

### CPMK Fulfillment Matrix with Types of Evaluation and Process

Form of Evaluation	CPMK015
Quiz	Quiz assessment
Assignment	Task assessment
Case Method (presentation and participation in discussions)	Presentation assessment rubric
UTS	UTS Assessment (Multiple choice questions and essays)
UAS	UAS Assessment (Multiple choice questions and essays)

### Assessment Plan

Form of Evaluation	Weight	Frequency
Quiz	20	2 (held in the 3rd and 9th weeks)
Assignment	20	2 (held in the 4th and 10th weeks)
UTS	30	1 (held in the 8th week)
UAS	30	1 (held in the 16th week)
<b>Total</b>	<b>100%</b>	

**Explanation:**

a. Quiz 10%

During the semester there will be 2 quizzes held in class. The quiz will be conducted through e-learning and has been scheduled in advance. The material tested is announced by the lecturer and written in the RPS.

b. 10% Assignment

During the semester there will be 2 structured tasks. The assignment given is an effort to increase student insight by making papers and reports in groups related to the material written in the RPS. The papers that have been made will be presented by students. Students will be assessed according to their participation in the presentation and accuracy in the presentation, as well as their participation in the question and answer session when other groups make presentations.

c. UTS 30%

The midterm exam covers all the material that has been discussed from the beginning of the semester to the 7th meeting, both reading and lecture. This exam is conducted in class in the form of multiple-choice questions, short fills, and essays.

d. UAS 30%

The final semester exam covers all the material that has been discussed from the 9th to the 15th meeting, both readings and lectures. This exam is conducted in class in the form of multiple-choice questions, short fills, and essays.

**ASSESSMENT SCORE**

**Post Test Quiz Assessment Rubric (10%)**

Pre/Post test questions have 5 essay questions done on a piece of paper (done 2 times for 1 semester)

<b>Grades per item of the question</b>	<b>Criterion</b>
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20	Be able to answer questions correctly, the steps to work on the questions correctly, and be completely correct
15	The steps to work on the questions are correct, there are few mistakes
10	Most of the steps to work on the questions are correct, there are many mistakes
5	The steps to work on the questions are not precise, unable to solve the problems

**\*Maximum score = 100 (5 questions x 20 points)**

**Minimum score = 25 (5 questions x 5 points)**

Quiz score 1:  $20 \times$  the value per question item (maximum score is 100)

Quiz score 2:  $20 \times$  the value per question item (maximum score is 100)

**Group Presentation Task Assessment Rubric (10%)**

Thing	Evaluation criteria				
Fill	Complete, with additional good material (20)	Complete (18)	Same as text book (16)	Not complete, but most of the material has been covered (14)	Substantially incomplete (12)

Answering discussion questions	Able to answer all questions correctly (20)	Can answer most questions correctly but there are unanswered questions (18)	Be able to answer some questions correctly, others do not reach the goal and there are questions that are not answered (16)	Most of the answers don't hit the target and there are unanswered questions (14)	Can't answer all questions (12)
Presentation	Clear, concise with good groove (20)	Obviously, concise with a plot is sometimes not good (18)	Medium presentation skills (16)	Stuttering Presentations (14)	Presentation not running (12)
Group organization	Very good organization, supporting each other's presentations (20)	Nice organization (18)	Medium organization, some people are organized (16)	Lack of organization so that communication errors often occur (14)	The organization is chaotic so the presentation is very disrupted (12)
Creativeness	Very creative without going out of purpose (20)	Creative creates enthusiasm (18)	Occasionally eye-catching (15)	Occasionally eye-catching (13)	Dull, sleepy (11)
<b>TOTAL</b>	<b>100</b>	<b>90-80</b>	<b>79-70</b>	<b>69-50</b>	<b>59-40</b>

	<b>(Very good)</b>	<b>(Very Good)</b>	<b>(Good)</b>	<b>(Good enough)</b>	<b>(Not Good)</b>
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**Information:**

The total maximum score is 100. The numbers in parentheses are the scores of each criterion.

**Essay Exam Assessment Rubric:**

<b>Assessment Criteria</b>	<b>4 Excellent</b>	<b>3 Good</b>	<b>2 Enough</b>	<b>1 Less</b>
<b>Understanding Questions</b>	Understand the question exactly (25)	Understanding questions (20)	Not understanding the question fully and accurately (15)	Don't understand the question (10)
<b>Fill</b>	Answers show understanding in-depth to the material asked and participants integrate the information that has been learned and/or assigned to be read during the lecture properly and appropriately (25)	Answers show an understanding of the material asked and integrate some of the information that has been learned and/or assigned to be read during the lecture. (20)	The answer shows a lack of understanding of the material being asked and only integrates  A small portion of the information that has been learned and/or assigned to be read during lectures. (15)	The answer shows an incomprehension of the material asked so that it is not clear and does not integrate information that has been learned and/or assigned to be read during lectures. (10)

<b>Clarity of Writing</b>	All the ideas of the writing are conveyed well and clearly. (25)	Most of the ideas of writing are conveyed well and clearly. (20)	Some of the ideas of the writing are conveyed well and clearly. (15)	The idea of writing is not conveyed properly and clearly. (10)
<b>Language Clarity</b>	Using a foreign language properly and correctly with few grammatical errors and word choices that do not interfere with understanding (25)	Use foreign / Indonesian languages well and correctly with few grammatical errors and word choices that interfere with understanding. (20)	Using a foreign language quite well and correctly with some grammatical errors and word choices (15)	Not using foreign/Indonesian languages properly and correctly because the writing contains many grammatical errors and word choices (10)
<b>Total</b>	<b>81-100</b> <b>(Very Good)</b>	<b>61-80</b> <b>(Good enough)</b>	<b>41-60</b> <b>(Enough)</b>	<b>0-40</b> <b>(Less)</b>

**Multiple Choice Exam Assessment Rubric:**

<b>Grades per item of the question</b>	<b>Criterion</b>
100/ many questions	Be able to answer questions correctly
0	The answer is not correct/not in accordance with the available answer key