Module Descriptions

Module designation	Laboratory Management *Manajemen Laboratorium*
Course Code	8420502149
Semester/Term	6th Semester
Person responsible for the module	Dr. Yuliani, M.Si. Dr. Mahanani Tri Asri, M.Si. Dr. Sunu Kuntjoro, M.Si. Lisa Lisdiana, Ph.D.
Language	Bahasa Indonesia (Indonesian Language)
Relation to curriculum	Elective Course
Teaching methods	Lecture
Workload	Contact hours: 2x 50 min lectures, Private study: 2x50 min structural activities, 2x 50 min individual study Total 90 hours per semester ~ 3.18 ECTS
Credit Point	2 CU / 3.18 ECTS
Required and recommended prerequisites for joining the module	
Module Objectives/intended learning outcomes	1. Having a responsible attitude in applying the concepts and principles of laboratory management (*attitude and social*) 2. Able to communicate an understanding of laboratory management concepts (*general competence*) 3. Skilled in applying laboratory management concepts or theories that have been mastered in solving problems procedurally in accordance with their field of knowledge (*knowledge*) 4. Able to make correct decisions based on analysis of information and data, and able to provide guidance in choosing alternative solutions independently and in groups at the field of laboratory management (*general competence*) 5. Have basic skills in managing school laboratories. Skilled in planning, managing, and developing school laboratories (*special competence*)

<table>
<tr><td>Content</td><td>The course explores the definition, types, and functions of laboratories in schools, laboratory management, proper handling and maintaining laboratory equipment/instruments and chemicals, practicing using observation instruments, measurement and analysis, laboratory safety rules, and making Standard Operating Procedures. The study of laboratory management involved process skills (minds-on and hands-on activities) which will be used to solve problems in the field of laboratory management and their applications.</td></tr>
<tr><td>Examination forms</td><td>Written exam</td></tr>
<tr><td>Study and examination requirements</td><td>
Study Requirement

Attendance: students must attend at least 75% of the lectures to be eligible for the final examination.

Study examination

The final grade (NA) is calculated based on the following ratio:
<table>
<tr><td>Assessment Components</td><td>Percentage of contribution</td></tr>
<tr><td>Participation</td><td>20%</td></tr>
<tr><td>Assignment</td><td>30%</td></tr>
<tr><td>Mid-semester test</td><td>20%</td></tr>
<tr><td>Final semester test</td><td>30%</td></tr>
</table>

Grade Conversion of 0-100 scale into 0-4 scale is set as below:
<table>
<tr><td>Letter</td><td>Number</td><td>Grade interval</td></tr>
<tr><td>A</td><td>4.00</td><td>85 ≤ A ≤ 100</td></tr>
<tr><td>A-</td><td>3.75</td><td>80 ≤ A- <85</td></tr>
<tr><td>B+</td><td>3.50</td><td>75 ≤ B+ < 80</td></tr>
<tr><td>B</td><td>3.00</td><td>70 ≤ B < 75</td></tr>
<tr><td>B-</td><td>2.75</td><td>65 ≤ B- < 70</td></tr>
<tr><td>C+</td><td>2.50</td><td>60 ≤ C+ < 65</td></tr>
<tr><td>C</td><td>2.00</td><td>55 ≤ C < 60</td></tr>
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</td></tr>
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	D	1.00	40 ≤ D < 55
	E	0.00	0 ≤ E < 40
Reading List	1. Giancoli, Douglas. 2016. Physics: Principles with Applications II Global Edition. California: AddisonWesley. 2. Halliday & Resnick. 2013. Fundamental of Physics, 10 3. Albert Lewis. 2016. Sears and Zemansky's University Physics: With Modern Physics. Pearson		