

## Educators Contribution to Employee Performance for Learning

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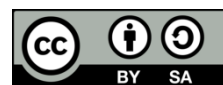
Employee Performance

### ABSTRACT

The purpose of this research is to obtain information about the effectiveness of school management in the place i work as an ASN PPPK educator who teaches the subject of geography using the 2013 curriculum or more known as kurtilas. This research started in may 2024. In the learning process teachers are seen as having an important role, especially in helping students to develop their potential in cognitive, affective and psychomotor abilities, teachers also strive to arouse curiosity, encourage independence and accuracy of intellectual logic, and create conditions for success in learning. Teacher performance can be seen and measured based on the competency specifications/criteria that each teacher must have.

The educators who are the objects of the research are educators from senior high school 10 Tangerang district and the musyawarah of geography teachers in Tangerang district (MGMP Geography) from state secondary and secondary schools on the privatw one that is in Tangerang district. The method used in this research was a questionnaire method or data collection via the google form and whatsapp applications also a questionnaire which was share using a hardcopy specifically for educators at sma negeri 10 Tangerang district. This method was used to get the actual state his and research result described. Data collection techniques used through observation and documentation. The informants in this case are the teachers of Tangerang district 10 state high school and teachers who joined in the teacher's for the geography subject of Tangerang district. In this conclusion it can be concluded that the effectiveness of school management will be good and orderly if educators are able to cooperate with each other and create a comfortable atmosphere in the teacher's room for fellow educators or other school citizens.

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## 1. INTRODUCTION

The contribution of educators to employee performance for learning, Dwi Rizqiani Indrawati. currently there are several things that are updated in administrative management in the world of education in particular, now administration is carried out individually and takes place digitally based no longer manually, following the times, namely the digital age. This of course raises many pros and cons both from the agencies and individuals involved in it, this also has many impacts, both negative and positive impacts.

According to Hasan (30 December 2021) Digital administration is the concept of digitizing all main data, including student data, teacher data, class scheduling, child payments, assignments to the report card section. At this time, educators are being filled with indecision or dilemma in terms of dividing time between carrying out teaching tasks and making administration, why is this the case? can happen? This happens because of the many regulations and system changes, especially in terms of administration, which is usually assigned to the administrative staff, is now an individual task for each teacher or educator who is done individually and switches from manual administration to digital administration.

This is of course a new thing that makes educators spend time relearning about the technology used to make the administration, because at present all matters relating to administration for schools, especially administrative management for educators, have all used or utilized existing technology, therefore this makes educators, especially educators who are aged between 40 years and retirement age, namely 60 years, quite difficult to adapt. The educators are also required to complete the administration as soon as possible.

So that the salary or allowance can be given, the time span given each month ranges from 15 days to a maximum of 25 days or the 15th to the 25th of each month. Some of the administration that must be completed by educators, especially those who have the status of state civil apparatus (ASN), state civil apparatus (ASN) according to Law No. 5 of 2014, namely the state civil apparatus as a profession that has the obligation to manage and develop itself and must be accountable for its performance and apply the principle of merit in the implementation of state civil apparatus management.

Among others, Electronic Performance (E-kin) to report every activity for one month carried out by teachers of each subject during teaching and learning activities (KBM) in this reporting, each teacher must have evidence of activities in the form of photos or videos so that every time they carry out teaching and learning activities they are required to bring the main electronic media, namely cellphones (cellphones) to take photos or videos which are then uploaded to the electronic performance application, then there is the independent teaching platform application (PMM) which must be implemented by all educators, both those with honorary status, This application is an application for learning media in this application, there are many video materials, questions or quizzes, essays, which are quite a lot in each chapter, then on the independent learning platform, educators must create teaching modules that are in accordance with the material for each chapter, here also educators are required to upload videos or photos during teaching and learning activities that are taught and are also required to upload several lesson plans (RPP) in accordance with the teaching and learning process.

The curriculum used is either the 2013 curriculum (kurtilas) or the independent curriculum (kurmer). Furthermore, educators are also required to attend seminars related to teaching and learning activities or related to the subjects taught by each teacher, this certificate has a minimum limit of four certificates each year. Of all the administrative management given to educators outside of teaching duties in the classroom, so every day teachers must be able to divide their time from morning to night to do all the assigned administration.

In the Teachers and Lecturers Law No.14 of 2005 Article 2, Teachers are said to be professionals which means that the work of a teacher can only be done by someone who has academic qualifications, competencies, and educator certification in accordance with the requirements for each type and level of certain education. In accordance with the mandate of Law of the Republic of Indonesia No. 14/2005 concerning Teachers and Lecturers Article 1 paragraph 1, which a teacher is a professional educator with the main task of educating, teaching, guiding, directing, training, assessing, and evaluating students in early childhood education in formal education, formal education, and formal education.

early childhood education in formal education, basic education, and secondary education (Jamil, 2016). Ornstein and Levine in Mahmud (2012) define professional teachers as teachers who: (1) serves the community and is a lifelong career; (2) requires a certain field of science and skills; (3) uses research results and application of theory to practice; (4) requires special training and takes time; (5) is controlled based on standard licenses; (6) has autonomy and makes decisions; (7) accepts responsibility for decisions; (8) has a professional license.

commitment to the position and clients; (9) using administrators to facilitate the profession; (10) having an organization governed by the profession itself; (11) having a professional association; (12) having a code of ethics; (13) having credibility / trust from the public; (14) having high social and economic status. Teacher competencies that have been standardized by the Directorate General of Education and Culture of the Ministry of National Education are as follows: (a) developing personality, (b) mastering the educational foundation, (c) mastering learning materials, (d) compiling teaching programs, (e) implementing teaching programs, (f) assessing results in PBM that have been carried out, (g) conducting simple research for teaching purposes, (h) organizing guidance programs, (i) interacting with peers and the community, (j) organizing school administration (Hamzah: 2016). Imas & Berlin (2016).

Said that a simple tool to measure the level of teacher professionalism is to look at teacher competence in certain matters. Competence in question is proficiency, authority, power and ability or a set of knowledge, skills and behaviors that must be owned, lived, mastered by teachers or lecturers in carrying out professional duties. The National Education System Law number 20 of 2003 article 10, teacher competence as referred to

in article 8 includes pedagogical competence, personality competence, social competence, professional competence. (Imam Basori: 2016). Professional competence in PP number 74 of 2008 article 3 paragraph 7, is the teacher's ability to master knowledge in the fields of science, technology, and arts and culture that he/she teaches, at least including mastery of: (1) subject matter in breadth and depth in accordance with the content standards of the education unit program, subject, or group of subjects covered. (2) concepts and methods of scientific disciplines, technology or arts relevant, which conceptually overshadows or is coherent with the education unit, subject, or group of subjects being taught.



**Figure 1:** PMM example  
**Source:** tasAdmin



**Figure 2:** An example of a teacher explaining digital administration applications.  
**Personal File Source**

## 2. METHOD

Based on the focus of the problem and the objectives to be achieved by the author in this study, the author will use a qualitative method with a descriptive analysis approach. The definition of descriptive analysis is a research method by collecting data in accordance with the truth then the data is compiled, processed and analyzed to be able to provide an overview of the existing problems. According to Sugiyono (2014: 21) descriptive analysis method is a statistic used to analyze data by describing or describing the data that has been collected as it is without intending to make general conclusions or generalizations. Another benefit of using descriptive analysis is that it helps filter out irrelevant data. Statistical techniques used in descriptive analysis usually focus on data patterns, making it easier to identify inappropriate data.

Based on the opinions above, the description of the descriptive analysis of this research is that the researcher will describe, interpret and also analyzing an ongoing or occurring condition, namely the contribution of educators to employee performance for learning, the samples to be taken are not only educators at SMA Negeri 10 Tangerang district but also the board of teachers who are members of the geography subject teacher deliberation group in Tangerang district, for educators at SMA Negeri 10 Tangerang district not only specifically for teachers who teach geography subjects but also for teachers who teach other subjects or outside geography subjects will also be sampled to administrative staff in the school environment of public high school 10 Tangerang district. This research procedure includes steps, including first, the selection of research titles based on problems that arise, including the many administrative management burdens given to teachers so that it makes it more difficult for teachers to divide their time every day and it is not uncommon for teaching and learning activities in the classroom to be neglected.

Second, collecting related data by means of observation or direct observation in the classroom where the teacher teaches, then the researcher seeks oral information with interview techniques, namely related parties, teachers and students taught by the teacher, and written sources related to the focus of the research. Third, analyze the data that has been obtained and collected using descriptive analysis methods, namely in general qualitative research, as a research method that will answer problems. Requires an in-depth and comprehensive understanding of the object to be studied in order to understand it.

Produce a complete research conclusion in the context of the time and situation concerned. Fourth, checking data through credibility (trustworthiness), transferability (data transferability), dependability (data dependability), confirmability (data certainty) and data triangulation (others outside the data). Fifth, the

*Paper's should be the fewest possible that accurately describe ... (First Author)*

preparation of research results after going through the steps referred to above is well fulfilled in accordance with the focus of this research.

### 3. RESULTS AND DISCUSSION

The research was carried out in the environment of SMA Negeri 10 Tangerang district and in the environment of geography subject teacher deliberations, which started from May 2024 until completion. Data were collected through observation, interview, and documentation. Observations were made at schools and classes taught by the interviewees as well as in the geography subject teachers' deliberation group in Tangerang district. Interviews were conducted with the principal, teachers, TU staff, students at SMA negeri 10 Tangerang district and also teachers who are members of the deliberation of geography subject teachers in Tangerang district.

While the research data obtained by researchers is in the form of documentation data, researchers get it through their own records and from the school, especially the curriculum section, such as school profiles, school organizational structures, names of teachers, names of students, and others. Then from the objects that have been determined above, the researcher obtains the sample or data that is intended or that he wants to get.

Based on an interview with the principal of SMA Negeri 10 Tangerang Regency (2024), the additional burden of making administration individually or independently by each teaching staff is still a problem that causes problems, especially problems in terms of application adjustments and understanding the applications used where the applications used are digital applications. There are many elderly teachers who do not understand or still need to be taught again in understanding changes in administrative management which were originally manual and some were done by administrative staff to become independent tasks so that they are more time consuming or take longer and have an impact on neglected or neglected teaching and learning activities in the classroom. Initially, many older teachers had difficulty understanding and using electronic tools related to administrative management and applications. There are positive aspects that can be obtained with the current administrative management transition, including that it can facilitate the administrative work provided and shorten the time for its maintenance for those who already understand these applications but there are also several negative sides, including that it is difficult to understand the applications used at the beginning of the switch from manual. In understanding the applications provided, many teachers have difficulty and need additional time to understand and learn from scratch how to use electronic goods that are needed also requires each educator to have personal electronic goods such as laptops because not all schools provide adequate facilities for educators to work on the online-based administration. Then there are additional costs that must be borne by individuals to buy internet quotas that are used to access the applications provided.

In the field of health, it is quite stressful psychologically for some teachers who are elderly or who have entered retirement age (>45 years) because they find it quite difficult at the beginning of the adjustment to understand the applications provided, in the field of physical health it can also affect health in the sense of vision, especially because these applications are based online, so inevitably there will be too long exposure to light from the screen of the cellphone or laptop used to access the application.

Based on the results of research from educators at SMA Negeri 10 Tangerang district, teachers who are members of the deliberation of geography subject teachers in Tangerang district, administrative staff at SMA Negeri 10 Tangerang district and also several students at SMA Negeri 10 Tangerang district grade ten (x) and grade eleven (xi). The use of an application for administrative management that is assigned to the teachers and administrative staff has both positive and negative impacts. The positive impact is that the administration system, which was originally done manually and took more time, has become faster and easier, the preparation is also more organized, and the files and certificates that are uploaded can also be stored safely.

The negative impacts include impacts on the health sector, then time for teaching and learning activities in the classroom, economic factors, namely additional costs for buying adequate electronic goods needed such as cellphones and laptops as well as buying quota to access the applications provided because they are online-based or need to enter the internet.

### 4. CONCLUSION

It can be concluded from the above that the transition of administration from manual to digital administration can have positive and negative impacts. Positive impact, the definition of positive impact is Impact is the desire to persuade, convince, influence or impress others, with the aim that they follow or support their wishes. Meanwhile, positive is certain or firm and real from a thought, especially paying attention to good things. which is caused, among others, to shorten the administration work time if you already understand the flow of the application, it is safer to store files or certificates owned. Administration becomes more neat and orderly, assessments can be given in a short time so that payroll disbursements are realized more quickly, but if the assessment given by the superior (principal) does not reach the minimum value of "very good" or "above expectations" and only in the form of "good" then the performance allowance (tukin) for ASN employees, both pppk and pns, will be cut by around 5%.

Furthermore, the definition of negative impact is an impact that causes a decrease in dignity, image, trust, good name and / or disrupts the smooth implementation of the duties of the Work Unit, agency, and / or government / state. In addition, the impacts include taking additional time for some educators in working on the administration provided due to a lack of understanding of digital-based applications, negligence or neglect of teaching duties in class to students or students due to the target time given to complete the administration which is considered quite short in giving time each month, the impact on health, especially eye health due to too long or frequent being in front of the screen.

In this case it can be concluded that the application of applications in digital-based administration in the contribution of educators to employee performance for learning has two sides of influence, namely positive and negative, in this case the advice that can be given is that there should be more intense socialization and days where one day during working hours is used for training time, especially for educators who are elderly (> 45 years) so that they can first understand thoroughly about administration through digital-based applications so that the processing time is not slow or disturbing other colleagues to ask questions and again direct the procedures for using digital applications to compile individual administration, time and the elimination of several administrative applications that are not really needed such as uploading photos of every activity that exists at the time of teaching and learning activities, because the task of educators is to transfer the knowledge they teach to students through teaching and learning activities in the classroom, eliminating the system of cutting allowances only because of the assessment given by the superior (principal) because those who experience or feel the tasks and activities that exist in the school environment in their daily lives are direct educators. Teachers in implementing the material rarely follow the implementation procedures according to the curriculum. The implementation of the curriculum, namely the curriculum, is essentially an effort made by the school in improving the quality and quality of school education so that the desired goals of the school will be achieved, namely children's learning achievement.

This is because teachers rarely review the material, and more often directly discuss the next material. And when closing the lesson the teacher does not ask students to provide conclusions from the learning that has been done, besides not using the right media and learning resources. This is because educators are pressed for time or are chasing time to complete these digital-based administrative tasks. According to Gartner IT Glossary, digitization is the process of changing from analog form to digital form. While Hess et al. (2016), and Horváth and Szabó (2019) view process automation through information technology as digitization. Therefore, every individual must follow the existing digital developments, in order to adapt to keep up with the times.

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