

# MATA KULIAH ADMINISTRASI PERKANTORAN KELAS E

## PRESENSI MAHASISWA

PAP3132-E-20201\_Attendances\_20210225-1522 - Microsoft Excel (Product Activation Failed)

C16		fx 2018120147@student.umj.ac.id																	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R		
1	Kursus	Administrasi Perkantoran-Kelas E-2020 GANJIL																	
2	Grup	Semua peserta																	
3	2018120114																		
4	Nama akhir	Nama Depan	Alamat Email	17 Sep	2024 Sep	201 Oct	202 8 Oct	2015 Oct	20 22 Oct	20 5 Nov	2012 Nov	20 19 Nov	20 26 Nov	20 3 Dec	2010 Dec	20 17 Dec	20 24 Dec	2020 7.30AM A	
5	WINDI DWI PRATIWI	2018120114	2018120114@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
6	ABDULRAHMAN	ISTICHORI	istichori.abd@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
7	ACHMAD ANDRIAN PUTRA	2018120023	2018120023@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
8	ADINDA PUTRI CLARISA	2018120077	2018120077@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
9	AISYAH BELLA ALININGSIH	2018120049	2018120049@student.umj.ac.id	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
10	ALDI ZIKRI RAMADHAN	2018120037	2018120037@student.umj.ac.id	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
11	ARINDA WULAN RAMADHANI	2018120034	2018120034@student.umj.ac.id	H (2/2)	S (1/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
12	AULIA SYAFA KURNIA	2018120019	2018120019@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
13	DANE SOEJAGAD	OGA PANGESTI	2018120032@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
14	DEVI RAHMA ARIANI	2018120027	2018120027@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
15	DEWI RETNO CAHYANI	2018120149	2018120149@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
16	DHEA SAVIRA	2018120147	2018120147@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
17	ENNIKE RAHAYU LESTARI	2018120018	2018120018@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
18	FANNY ARDILA BERLIANTI	2018120128	2018120128@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
19	FARHAT GUFRANI	2016120021	2016120021@student.umj.ac.id	i	i	i	i	i	i	i	i	i	i	i	i	i	i	i	
20	FATHYA SALSABILA ADLY	2018120031	2018120031@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
21	GUSTINAWATI	2018120041	2018120041@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
22	HILAL FADHLURROHMAN	2018120096	2018120096@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
23	Ichlasul Amal	2018120090	Ichlaspm@gmail.com	H (2/2)	I (1/2)	A (0/2)	H (2/2)	i	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
24	IVANKA YUDISTIRA	2018120056	2018120056@student.umj.ac.id	i	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
25	JIHAN SYAKIRAH SHATRI	2018120076	2018120076@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
26	KHOPIFAH KETIARA	2018120112	2018120112@student.umj.ac.id	H (2/2)	S (1/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
27	LUTFI RIZKY PRATAMA	2018120047	2018120047@student.umj.ac.id	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
28	MUHAMMAD ABDUL HAFIZH F	2018120045	2018120045@student.umj.ac.id	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
29	MUHAMMAD BASYARIL	2018120042	2018120042@student.umj.ac.id	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
30	MUHAMMAD REZZA	2018120058	2018120058@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
31	MUHAMMAD ZAHRAN PUTRA	2018120040	2018120040@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
32	MUTIA MUSTIKA RINI	2018120011	2018120011@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	

Mengetahui,  
Dosen Pengampu



Nida Handayani, S.IP, M.Si

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File Home Insert Page Layout Formulas Data Review View

C16 fx 2018120147@student.umj.ac.id

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
19	FARHAT GUFRANI	2016120021	2016120021@student.umj.ac.id	i	i	i	i	i	i	i	i	i	i	i	i	i	?	
20	FATHYA SALSABILA ADLY	2018120031	2018120031@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	?	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
21	GUSTINAWATI	2018120041	2018120041@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
22	HILAL FADHLURROHMAN	2018120096	2018120096@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	?	
23	Ichlasul Amal	2018120090	Ichlaspm@gmail.com	H (2/2)	I (1/2)	A (0/2)	H (2/2)	i	i	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	?	
24	IVANKA YUDISTIRA	2018120056	2018120056@student.umj.ac.id	i	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
25	JIHAN SYAKIRAH SHATRI	2018120076	2018120076@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
26	KHOFIFAH KETIARA	2018120112	2018120112@student.umj.ac.id	H (2/2)	S (1/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
27	LUTFI RIZKY PRATAMA	2018120047	2018120047@student.umj.ac.id	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	i	H (2/2)	H (2/2)	i	H (2/2)	
28	MUHAMMAD ABDUL HAFIZH F	2018120045	2018120045@student.umj.ac.id	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
29	MUHAMMAD BASYARIL	2018120042	2018120042@student.umj.ac.id	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
30	MUHAMMAD REZZA	2018120058	2018120058@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
31	MUHAMMAD ZAHARAN PUTRA	2018120040	2018120040@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
32	MUTIA MUSTIKA RINI	2018120011	2018120011@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
33	NABILA UDZROTU SHAUMA	2018120035	2018120035@student.umj.ac.id	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
34	Nabilah	2018120016	2018120016@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
35	NADIA PUTRI	2018120043	2018120043@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	i	
36	NURHALIZA	2018120026	2018120026@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
37	Nursyabana	Aulia	2018120022@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
38	NURUL FIKRI AZZAHRA	2018120053	2018120053@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)
39	PANDU MUKTI SYAHPUTRO	2018120036	2018120036@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
40	PUTRI MUTIARA SINERA	2018120062	2018120062@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
41	RIA CORY FAUZIAH	2018120039	2018120039@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
42	RIZKY YOGA PRATAMA	2018120117	2018120117@student.umj.ac.id	i	i	i	i	i	i	i	i	i	i	i	i	i	i	
43	RIZQIANA DEVI	2018120025	2018120025@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
44	SELLY FILANDA	2018120005	2018120005@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	?	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
45	SYAHRUL BAHTIAR	2018120115	2018120115@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
46	SYIFA KANIA PUTRI PRASTIW	2018120065	2018120065@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	
47	TEDY BIZURAI	2018120103	2018120103@student.umj.ac.id	i	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	i	i	H (2/2)	H (2/2)	i	i	i		
48	ULUNG DIAH RAHMAWATI	2018120013	2018120013@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
49	WULANDARY	2018120029	2018120029@student.umj.ac.id	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	S (1/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	
50	YUANNIKA KARUNYA WIBAWA	2017120138	2017120138@student.umj.ac.id	i	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	H (2/2)	i	H (2/2)	H (2/2)	H (2/2)	

Attendances

Ready

Type here to search

15:31 25/02/2021

Mengetahui,  
Dosen Pengampu



Nida Handayani, S.IP, M.Si

# BERITA ACARA PERKULIAHAN

The screenshot shows a web browser window with the URL `elearning.umj.ac.id/mod/dataform/view.php?id=30544`. The page title is "Selamat datang di Portal Elearning Universitas Muhammadiyah Jakarta, Perawatan server di". The user is logged in as "Nida handayani". The main content is a table of course meetings.

NIDN	NAMA	PERTEMUAN	TANGGAL KULIAH	ISI POKOK BAHASAN	AKSI
0323050602	Nida handayani	PERTEMUAN 1		kontrak kuliah, penjelasan RPS, materi 1: pengertian, fungsi dan ruang lingkup administrasi perkantoran	
0323050602	Nida handayani	PERTEMUAN 2		Organisasi perkantoran	
0323050602	Nida handayani	PERTEMUAN 3		Sistem Perkantoran	
0323050602	Nida handayani	PERTEMUAN 4		Komunikasi perkantoran	
0323050602	Nida handayani	PERTEMUAN 5		Teknologi Komunikasi Perkantoran	
0323050602	Nida handayani	PERTEMUAN 6		Manajemen Kearsipan	
0323050602	Nida handayani	PERTEMUAN 7		arsip manual	
0323050602	Nida handayani	PERTEMUAN 8		UTS	
0323050602	Nida handayani	PERTEMUAN 9		manajemen arsip	
0323050602	Nida handayani	PERTEMUAN 10		arsip manual	
0323050602	Nida handayani	PERTEMUAN 11		arsip elektronik	
0323050602	Nida handayani	PERTEMUAN 12		pengawasan administrasi perkantoran dan presentasi mahasiswa	
0323050602	Nida handayani	PERTEMUAN 13		layout perkantoran	
0323050602	Nida handayani	PERTEMUAN 14		presentasi kelompok mahasiswa	
0323050602	Nida handayani	PERTEMUAN 15		presentasi kelompok mahasiswa	

The left sidebar contains navigation options: Administrasi, Peserta, Badges, Competencies, Nilai, General, and a list of meetings from September 17 to October 22, 2020. The Windows taskbar at the bottom shows several open PDF files and a taskbar search bar.

Mengetahui,  
Ketua Prodi Administrasi Publik

Izzatusholeksa, S.Sos, M.Si



(4) WhatsApp x Kursus: Administrasi Perkantoran x +

elearning.umj.ac.id/course/view.php?id=4778&notifieditingon=1

Selamat datang di Portal Elearning Universitas Muhammadiyah Jakarta, Perawatan server dilakukan setiap Pukul 23:00:00 s/d 23:59:59. Mohon hindari penggunaan pada jam tersebut.

X Nida handayani

Administrasi Perkantoran-Kelas E-2020 CANON

Peserta

Badges

Competencies

Nilai

General

Pertemuan 1, 17 september 2020, 07:30-10:00

Pertemuan 2, 14 september 2020, 07:30-10:00

Pertemuan 3, 01 oktober 2020, 07:30-10:00

Pertemuan 4, 08 oktober 2020, 07:30-10:00

Pertemuan 5, 15 oktober 2020, 07:30-10:00

Pertemuan 6, 22 oktober 2020, 07:30-10:00

PERTEMUAN 5, 15 OKTOBER 2020, 07:30-10.00

Video Conference : Kuliah Tatap Muka

Materi Kuliah ke 5: Teknologi Komunikasi Perkantoran

PERTEMUAN 6, 22 OKTOBER 2020, 07:30-10.00

Video Conference : Kuliah Tatap Muka

Materi ke 6. manajemen ke arsip

PERTEMUAN 7

kuliah materi ke 7. Arsip Manual

UJIAN TENGAH SEMESTER (UTS)

UTS Ganjil 2020/2021

Kerjakan langsung pada lembar soal, dengan mengganti nama file dengan format NPM.Nama

PERTEMUAN 8, 19 NOPEMBER 2020, 07:30-10.00

Active

Pasang course ini di Spada

Masuk ke Spada

PAP3132-E-20201....xlsx

BA Filsafat Ilmu-Ke....pdf

BA Filsafat Ilmu-Ke....pdf

BA Kewirausahaan....pdf

PIP2150-G-20201....xlsx

Type here to search

Go to Settings to activate Windows.

Show all

15:37 25/02/2021

Mengetahui,  
Ketua Prodi Administrasi Publik

Izzatusholeksa, S.Sos, M.Si

(4) WhatsApp x Kursus: Administrasi Perkantoran x

elearning.umj.ac.id/course/view.php?id=4778&notifieditingon=1

Selamat datang di Portal Elearning Universitas Muhammadiyah Jakarta, Perawatan server dilakukan setiap Pukul 23:00:00 s/d 23:59:59. Mohon hindari penggunaan pada jam tersebut.

Nida handayani

Administrasi  
Perkantoran-Kelas F-  
2020 CANIL

Peserta

Badges

Competencies

Nilai

General

Pertemuan 1, 17  
september 2020, 07:30-10:00

Pertemuan 2, 24  
september 2020, 07:30-10:00

Pertemuan 3, 01 oktober  
2020, 07:30-10:00

Pertemuan 4, 08 oktober  
2020, 07:30-10:00

Pertemuan 5, 15 oktober  
2020, 07:30-10:00

Pertemuan 6, 22 oktober  
2020, 07:30-10:00

PERTEMUAN 9, 12 NOPEMBER 2020, 07:30-10:00

PERTEMUAN 10, 19 NOPEMBER 2020, 07:30-10:00

PERTEMUAN 11, 26 NOPEMBER 2020, 07:30-10:00

PERTEMUAN 12, 03 DESEMBER 2020, 07:30-10:00

PERTEMUAN 12, 10 DESEMBER 2020, 07:30-10:00

Video Conference: Kuliah Tatap Muka

materi. manajemen arsip

Video Conference: Kuliah Tatap Muka

materi ke 10. Arsip manual

Video Conference: Kuliah Tatap Muka

materi ke 11. arsip elektronik

Video Conference: Kuliah Tatap Muka

Go to Settings to activate Windows. Show all

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BA Filsafat Ilmu-Ke...pdf

BA Filsafat Ilmu-Ke...pdf

BA Kewirausahaan...pdf

PIP2150-G-20201...xlsx

Type here to search

15:37  
25/02/2021

Mengetahui,  
Ketua Prodi Administrasi Publik

Izzatusholeksa, S.Sos, M.Si

(4) WhatsApp x Kursus: Administrasi Perkantoran x

elearning.umj.ac.id/course/view.php?id=4778&notifyediting=1

Selamat datang di Portal Elearning Universitas Muhammadiyah Jakarta, Perawatan server dilakukan setiap Pukul 23:00:00 s/d 23:59:59. Mohon hindari penggunaan pada jam tersebut.

X Nida handayani

Administrasi Perkantoran-Kelas E-2020 CANIL

Peserta

Badges

Competencies

Nilai

General

Pertemuan 1, 17 september 2020, 07:30-10:00

Pertemuan 2, 24 september 2020, 07:30-10:00

Pertemuan 3, 01 oktober 2020, 07:30-10:00

Pertemuan 4, 08 oktober 2020, 07:30-10:00

Pertemuan 5, 15 oktober 2020, 07:30-10:00

Pertemuan 6, 22 oktober 2020, 07:30-10:00

PERTEMUAN 13, 10 DESEMBER 2020, 07:30-10.00

Video Conference : Kuliah Tatap Muka

kuliah ke 12. penguasaan administrasi perkantoran

PERTEMUAN 14, 17 DESEMBER 2020, 07:30-10.00

Video Conference : Kuliah Tatap Muka

materi kuliah ke 14. layout perkantoran

PERTEMUAN 15

Tugas membuat Presentasi makalah kelompok

- silahkan buat video presentasi dan kirim linknya

- kirim juga ppt nya

UJIAN AKHIR SEMESTER (UAS)

TOPIK 17

Active

Passing course ini di Spada

Masuk ke Spada

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BA Filsafat Ilmu-Ke....pdf

BA Filsafat Ilmu-Ke....pdf

BA Kewirausahaan....pdf

PIP2150-G-20201....xlsx

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Show all

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15:37

25/02/2021

Mengetahui,  
Ketua Prodi Administrasi Publik



Izzatusholeksa, S.Sos, M.Si

# DAFTAR NILAI MAHASISWA

Browser tabs: (4) WhatsApp, Kursus: Administrasi Perkantoran, Sistem Informasi dan Manajeme, https://sikadfisip.umj.ac.id/nilai/

Address bar: sikadfisip.umj.ac.id/nilai/cetakampilnilai.php

## Rincian Data Nilai

### Batas Akhir Entri Nilai:

Prodi : 63201 - ADMINISTRASI PUBLIK ( S1 )  
 Mata Kuliah : PAP3132, Administrasi Perkantoran  
 Tahun Akademik : 2020/2021  
 Semester : Ganjil  
 Dosen Pengajar : 0323058602, NIDA HANDAYANI  
 Kode Kelas : E

No	NIM	Nama	FORMATIF (30.00%)	UTS (30.00%)	UAS (40.00%)	Nilai Akhir/ (Asli)	Bobot Hitung/ (Asli)	Simbol Hitung/ (Asli)
1	2017120138	YUANNIKA KARUNYA WIBAWA	85.00	70.00	70.00	74.50 (74.50)	3.00 (3.00)	B (B)
2	2018120005	SELLY FILANDA	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
3	2018120011	MUTIA MUSTIKA RINI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
4	2018120013	JULUNG DIAH RAHMAWATI	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
5	2018120016	NABILLAH	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
6	2018120018	BENNIKE RAHAYU LESTARI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
7	2018120019	AULIA SYAFA KURNIA	85.00	80.00	75.00	79.50 (79.50)	3.30 (3.30)	B+ (B+)
8	2018120022	AULIA NURSYA'BANA	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
9	2018120023	ACHMAD ANDRIAN PUTRA	85.00	80.00	70.00	77.50 (77.50)	3.30 (3.30)	B+ (B+)
10	2018120025	RIZQIANA DEVI	85.00	75.00	80.00	80.00 (80.00)	3.70 (3.70)	A- (A-)
11	2018120026	NURHALIZA	85.00	85.00	80.00	83.00 (83.00)	3.70 (3.70)	A- (A-)
12	2018120027	DEVI RAHMA ARIANI	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
13	2018120029	WULANDARY	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
14	2018120031	FATHYA SALSABILA ADLY	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
15	2018120032	YOGA PANGESTU DANE SOEJAGAD	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
16	2018120034	ARINDA WULAN RAMADHANI	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
17	2018120035	NABILA UDZROTU SHAUMA	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
18	2018120036	PANDU MUKTI SYAHPUTRO	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
19	2018120037	ALDI ZIKRI RAMADHAN	85.00	80.00	75.00	79.50 (79.50)	3.30 (3.30)	B+ (B+)
20	2018120039	RIA CORY FAUZIAH	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
21	2018120040	MUHAMMAD ZAHNAN PUTRA SARDJONO	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
22	2018120041	GUSTINAWATI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)

Windows taskbar showing: PAP3132-E-20201..., BA Filsafat Ilmu-Ke..., BA Filsafat Ilmu-Ke..., BA Kewirausahaan..., PIP2150-G-20201... (Go to Settings to activate Windows)

System tray: 15:44, 25/02/2021

Mengetahui,  
 Dosen Pengampu



Nida Handayani, S.IP, M.Si

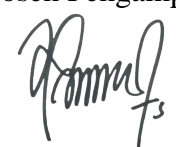


13	2018120029	WULANDARY	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
14	2018120031	FATHYA SALSABILA ADLY	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
15	2018120032	YOGA PANGESTU DANE SOEJAGAD	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
16	2018120034	ARINDA WULAN RAMADHANI	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
17	2018120035	NABILA UDZROTU SHAUMA	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
18	2018120036	PANDU UKTI SYAHPUTRO	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
19	2018120037	ALDI ZIKRI RAMADHAN	85.00	80.00	75.00	79.50 (79.50)	3.30 (3.30)	B+ (B+)
20	2018120039	RIA CORY FAUZIAH	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
21	2018120040	MUHAMMAD ZAHNAN PUTRA SARDJONO	85.00	80.00	85.00	83.50 (83.50)	3.70 (3.70)	A- (A-)
22	2018120041	GUSTINAWATI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
23	2018120042	MUHAMMAD BASYARIL	85.00	80.00	75.00	79.50 (79.50)	3.30 (3.30)	B+ (B+)
24	2018120043	NADIA PUTRI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
25	2018120045	MUHAMMAD ABDUL HAFIZH PRIYATMOKO	85.00	80.00	75.00	79.50 (79.50)	3.30 (3.30)	B+ (B+)
26	2018120047	LUTFI RIZKY PRATAMA	85.00	65.00	75.00	75.00 (75.00)	3.30 (3.30)	B+ (B+)
27	2018120049	AISYAH BELLA ALININGSIH	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
28	2018120053	NURUL FIKRI AZZAHRA	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
29	2018120056	VANKA YUDISTIRA	85.00	70.00	85.00	80.50 (80.50)	3.70 (3.70)	A- (A-)
30	2018120058	MUHAMMAD REZZA	85.00	80.00	75.00	79.50 (79.50)	3.30 (3.30)	B+ (B+)
31	2018120062	PUTRI MUTIARA SINERA	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
32	2018120065	SYIFA KANIA PUTRI PRASTIWI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
33	2018120076	JIHAN SYAKIRAH SHATRI	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
34	2018120077	ADINDA PUTRI CLARISA	85.00	85.00	85.00	85.00 (85.00)	4.00 (4.00)	A (A)
35	2018120090	CHLASUL AMAL	85.00	70.00	70.00	74.50 (74.50)	3.00 (3.00)	B (B)
36	2018120096	HILAL FADHLURROHMAN	85.00	70.00	85.00	80.50 (80.50)	3.70 (3.70)	A- (A-)
37	2018120103	TEDY BIZURAI	85.00	65.00	70.00	73.00 (73.00)	3.00 (3.00)	B (B)
38	2018120107	STICHORI ABDULRACHMAN	85.00	85.00	80.00	83.00 (83.00)	3.70 (3.70)	A- (A-)
39	2018120112	KHOFIFAH KETIARA	85.00	80.00	80.00	81.50 (81.50)	3.70 (3.70)	A- (A-)
40	2018120114	WINDI DWI PRATIWI	85.00	85.00	70.00	79.00 (79.00)	3.30 (3.30)	B+ (B+)
41	2018120115	SYAHRUL BAHTIAR	85.00	70.00	85.00	80.50 (80.50)	3.70 (3.70)	A- (A-)
42	2018120117	RIZKY YOGA PRATAMA	85.00	70.00	75.00	76.50 (76.50)	3.30 (3.30)	B+ (B+)
43	2018120128	FANNY ARDILA BERLIANTI	85.00	70.00	85.00	80.50 (80.50)	3.70 (3.70)	A- (A-)
44	2018120147	DHEA SAVIRA	85.00	70.00	85.00	80.50 (80.50)	3.70 (3.70)	A- (A-)
45	2018120149	DEWI RETNO CAHYANI	85.00	70.00	75.00	76.50 (76.50)	3.30 (3.30)	B+ (B+)
		Total	3,825.00	3,555.00	3,650.00	3,674.00	164.30	-
		Rata-rata	85.00	79.00	81.11	81.64	3.65	-

Activate Windows

Go to Settings to activate Windows.

Mengetahui,  
Dosen Pengampu



Nida Handayani, S.IP, M.Si

