



## **SURAT TUGAS MENGAJAR**

**Nomor : 005/IPWIJA.KWR/ST-00/III/2025**

Ketua Program Studi Kewirausahaan Universitas IPWIJA, menugaskan kepada: **Angka Utama, S.E., M.M.** untuk mengajar pada Program Studi Kewirausahaan S1 Semester Genap 2024/2025, dengan mata kuliah dan jadwal sebagai berikut:

| No | Kode MK | Mata Kuliah                  | SKS | Kelas | Hari  | Jam           |
|----|---------|------------------------------|-----|-------|-------|---------------|
| 1  | KML601  | Kewirausahaan Sosial         | 3   | KP241 | Kamis | 08:00 - 10:30 |
| 2  | KMP206  | Bisnis Digital               | 3   | KP241 | Kamis | 13:30 - 16:00 |
| 3  | KMP401  | Negosiasi dan Kontrak Bisnis | 2   | KP231 | Senin | 08:00 – 10:30 |
| 4  | KMP401  | Negosiasi dan Kontrak Bisnis | 2   | KK231 | Sabtu | 07:30 - 10:00 |
| 5  | KMP207  | Pemasaran Bisnis             | 3   | KM241 | Senin | 19:00 - 21:30 |
| 6  | KMP209  | Manajemen SDM                | 2   | KK241 | Sabtu | 13:30 - 16:00 |
| 7  | KMP206  | Bisnis Digital               | 3   | KK241 | Jumat | 19:00 - 21:30 |

Demikian surat tugas ini dibuat untuk dilaksanakan dengan penuh tanggung jawab.

Bogor, 1 Maret 2025

Ketua Program Studi Kewirausahaan



Mursida Kusuma Wardani, S.E., M.M.  
NIDN: 0302037901



# UNIVERSITAS IPWIJA

SK. Kemendikbudristek RI No. 627/E/O/2022

Jl. Letda Natsir No. 7 Cikeas Nagrak, Gunung Putri

Bogor 16967 Telp. 021-8233737

Email: [contact@ipwija.ac.id](mailto:contact@ipwija.ac.id) <https://ipwija.ac.id>

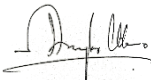
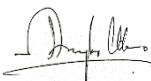
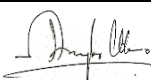
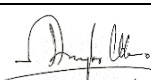
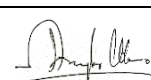
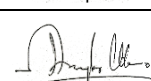
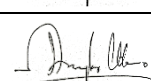
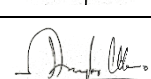
## JURNAL PERKULIAHAN KEWIRAUSAHAAN 2024 GENAP

MATA KULIAH : Manajemen SDM

NAMA DOSEN : ANGKA UTAMA

KREDIT/SKS : 2 SKS

KELAS : KK241

| TATAP MUKA KE | HARI/TANGGAL         | MULAI | SELESAI | RUANG | STATUS  | RENCANA MATERI                                     | REALISASI MATERI                                   | KEHADIRAN MHS | PENGAJAR    | TANDA TANGAN                                                                          |
|---------------|----------------------|-------|---------|-------|---------|----------------------------------------------------|----------------------------------------------------|---------------|-------------|---------------------------------------------------------------------------------------|
| 1             | Sabtu, 8 Maret 2025  | 13:30 | 16:00   | 301   | Selesai | kontrak perkuliahan & HRM: A Strategic Functions   | Kontrak perkuliahan & HRM: A Strategic Functions   | (7 / 7)       | ANGKA UTAMA |    |
| 2             | Sabtu, 15 Maret 2025 | 13:30 | 16:00   | 301   | Selesai | The Challenges of HRM                              | The Challenges of HRM                              | (7 / 7)       | ANGKA UTAMA |    |
| 3             | Sabtu, 22 Maret 2025 | 13:30 | 16:00   | 301   | Selesai | Business Ethics & Corporate Social Responsibility  | Business Ethics & Corporate Social Responsibility  | (7 / 7)       | ANGKA UTAMA |    |
| 4             | Sabtu, 12 April 2025 | 13:30 | 16:00   | 301   | Selesai | Equal Employment Opportunity & Workforce Diversity | Equal Employment Opportunity & Workforce Diversity | (7 / 7)       | ANGKA UTAMA |    |
| 5             | Sabtu, 19 April 2025 | 13:30 | 16:00   | 301   | Selesai | Job Design & Job Analysis                          | Job Design & Job Analysis                          | (7 / 7)       | ANGKA UTAMA |    |
| 6             | Sabtu, 26 April 2025 | 13:30 | 16:00   | 301   | Selesai | Human Resource Planning                            | Human Resource Planning                            | (7 / 7)       | ANGKA UTAMA |   |
| 7             | Sabtu, 3 Mei 2025    | 13:30 | 16:00   | 301   | Selesai | Recruitment & Selection                            | Recruitment & Selection                            | (7 / 7)       | ANGKA UTAMA |  |
| 8             | Sabtu, 10 Mei 2025   | 13:30 | 16:00   | 301   | Selesai | Recruitment & Selection                            | Recruitment & Selection                            | (7 / 7)       | ANGKA UTAMA |  |



JURNAL PERKULIAHAN  
KEWIRAUSAHAAN 2024 GENAP

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NAMA DOSEN : ANGKA UTAMA  
KREDIT/SKS : 2 SKS  
KELAS : KK241

| TATAP MUKA KE | HARI/TANGGAL        | MULAI | SELESAI | RUANG  | STATUS  | RENCANA MATERI                                           | REALISASI MATERI                                         | KEHADIRAN MHS | PENGAJAR    | TANDA TANGAN |
|---------------|---------------------|-------|---------|--------|---------|----------------------------------------------------------|----------------------------------------------------------|---------------|-------------|--------------|
| 9             | Sabtu, 17 Mei 2025  | 13:00 | 15:00   | Online | Selesai | UTS e-Commerce                                           | UTS e-Commerce                                           | (7 / 7)       | ANGKA UTAMA |              |
| 10            | Sabtu, 24 Mei 2025  | 13:30 | 16:00   | 301    | Selesai | Training & Development                                   | Training & Development                                   | (7 / 7)       | ANGKA UTAMA |              |
| 11            | Sabtu, 31 Mei 2025  | 13:30 | 16:00   | 301    | Selesai | Training & Development                                   | Training & Development                                   | (7 / 7)       | ANGKA UTAMA |              |
| 12            | Sabtu, 14 Juni 2025 | 13:30 | 16:00   | 301    | Selesai | Management & Organization Development                    | Management & Organization Development                    | (7 / 7)       | ANGKA UTAMA |              |
| 13            | Sabtu, 21 Juni 2025 | 13:30 | 16:00   | 301    | Selesai | Career Management & Performance Management and Appraisal | Career Management & Performance Management and Appraisal | (7 / 7)       | ANGKA UTAMA |              |
| 14            | Sabtu, 28 Juni 2025 | 13:30 | 16:00   | 301    | Selesai | Collective Bargaining & HR Separation                    | Collective Bargaining & HR Separation                    | (7 / 7)       | ANGKA UTAMA |              |
| 15            | Sabtu, 5 Juli 2025  | 13:30 | 16:00   | 301    | Selesai | Global HRM & HRM for Small Businesses                    | Global HRM & HRM for Small Businesses                    | (7 / 7)       | ANGKA UTAMA |              |
| 16            | Sabtu, 19 Juli 2025 | 13:00 | 15:00   | Online | Selesai | UAS Manajemen SDM (Genap 2024)                           | UAS Manajemen SDM (Genap 2024)                           | (7 / 7)       | ANGKA UTAMA |              |

Bogor, 19 Agustus 2025  
Ketua Prodi Kewirausahaan



MURSIDA KUSUMA WARDANI, SE, MM  
NIDN 0302037901



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## LAPORAN PERSENTASE PRESENSI MAHASISWA KEWIRAUSAHAAN 2024 GENAP

Mata kuliah : Manajemen SDM

Nama Kelas : KK241

Dosen Pengajar : ANGKA UTAMA

| No              | NIM          | Nama                           | Pertemuan | Alfa | Hadir | Ijin | Sakit | Presentase |
|-----------------|--------------|--------------------------------|-----------|------|-------|------|-------|------------|
| Peserta Reguler |              |                                |           |      |       |      |       |            |
| 1               | 202204110004 | RAIHAN FIKRI ARDHIAN MAHDIANTO | 16        |      | 16    |      |       | 100        |
| 2               | 202404110001 | NABIL AINUR RIDHO              | 16        |      | 16    |      |       | 100        |
| 3               | 202404110009 | SILVANI WIJAYA                 | 16        |      | 16    |      |       | 100        |
| 4               | 202404110021 | ASEP JOKO RIONO                | 16        |      | 16    |      |       | 100        |
| 5               | 202404110022 | KASDI SETIADI                  | 16        |      | 16    |      |       | 100        |
| 6               | 202404110030 | HARI SETYO NUGROHO             | 16        |      | 16    |      |       | 100        |
| 7               | 202404110034 | HERLIANTI EKA LESTARI          | 16        |      | 16    |      |       | 100        |

Bogor, 20 Agustus 2025

Ketua Prodi Kewirausahaan

MURSIDA KUSUMA WARDANI, SE, MM

NIP. 0302037901



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### LAPORAN NILAI PERKULIAHAN MAHASISWA

#### Program Studi S1 Kewirausahaan

#### Periode 2024 Genap

Mata kuliah : Manajemen SDM

Nama Kelas : KK241

Kelas / Kelompok :

Kode Mata kuliah : KMP209

SKS : 2

| No                    | NIM          | Nama Mahasiswa                    | TUGAS<br>(35,00%) | UTS<br>(20,00%) | UAS<br>(35,00%) | KEHADIRAN<br>(10,00%) | Nilai        | Grade     | Lulus | Sunting<br>KRS? | Info |
|-----------------------|--------------|-----------------------------------|-------------------|-----------------|-----------------|-----------------------|--------------|-----------|-------|-----------------|------|
| 1                     | 202204110004 | RAIHAN FIKRI ARDHIAN<br>MAHDianto | 88.25             | 89.25           | 89.25           | 100                   | 89.98        | A-        | ✓     |                 |      |
| 2                     | 202404110001 | NABIL AINUR RIDHO                 | 95.25             | 95.75           | 95.75           | 100                   | 96.00        | A         | ✓     |                 |      |
| 3                     | 202404110009 | SILVANI WIJAYA                    | 95.75             | 95.75           | 95.75           | 100                   | 96.18        | A         | ✓     |                 |      |
| 4                     | 202404110021 | ASEP JOKO RIONO                   | 95.75             | 95.75           | 95.75           | 100                   | 96.18        | A         | ✓     |                 |      |
| 5                     | 202404110022 | KASDI SETIADI                     | 95.75             | 95.50           | 95.75           | 100                   | 96.13        | A         | ✓     |                 |      |
| 6                     | 202404110030 | HARI SETYO NUGROHO                | 95.75             | 95.75           | 95.75           | 100                   | 96.18        | A         | ✓     |                 |      |
| 7                     | 202404110034 | HERLIANTI EKA LESTARI             | 95.75             | 95.75           | 95.75           | 100                   | 96.18        | A         | ✓     |                 |      |
| Rata-rata nilai kelas |              |                                   | <b>94.61</b>      | <b>94.79</b>    | <b>94.82</b>    | <b>100.00</b>         | <b>95.26</b> | <b>A-</b> |       |                 |      |

Pengisian nilai untuk kelas ini ditutup pada **Sabtu, 16 Agustus 2025** oleh **0309057703**

Tanggal Cetak : Rabu, 20 Agustus 2025, 07:06:22

Paraf Dosen :

DANGKA UTAMA