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Preface

The 2nd ICIEVE 2017, the International Conference on Innovation in Engineering and Vocational Education, held on October 25-26, 2017 at Aryaduta Hotel, Manado, North Sulawesi, Indonesia, is hosted by Universitas Pendidikan Indonesia (Indonesia), Universitas Negeri Manado (Indonesia), and Rajamangala University of Technology Thanyaburi (Thailand).

The conference was a platform for scientists, scholars, engineers, industrial professionals, and researchers to exchange, share, and discuss their innovation, experiences, research works and problem solving techniques in all issues in engineering and vocational education.

The participants of ICIEVE 2017 were from around the world with a variety of background, including academics, industry, and even well-known enterprise. In general, there were 140 papers discussing such various topics as engineering and technology innovation (mechanical engineering, chemical engineering, civil engineering, etc.), engineering education (basic science in engineering education, engineering education reforms, new technologies in education, etc.), and vocational education and training (industry-driven training programs and collaborations, lifelong learning – reskilling and upskilling, government and policy, etc.).

We would like to thank all of those who helped and supported ICIEVE 2017. Each individual and institution's support was very important for the success of this conference. Specifically, we would like to acknowledge the advisory board, scientific committee, and organizing committee for their valuable advice, help, suggestions, and support in the organization and helpful peer-reviewing process of the papers. This year, we would like to express our deepest gratitude for all the co-hosts of ICIEVE 2017, UNIMA, Indonesia, and Rajamangala University of Technology Thanyaburi, Thailand for the collaboration. We would also extend our best gratitude to keynote speakers for their valuable contribution for sharing ideas and knowledge in the ICIEVE 2017.

We sincerely hope that ICIEVE 2017 will be a forum for excellent discussions for improving the quality of research and development in relation to innovation in engineering and vocational education. We also hope that this forum will put forward new ideas and promote collaborative researches among participants. We believe that the proceedings can serve as an important research source of reference and the knowledge. Indeed, the proceedings will lead to not only scientific and engineering progress but also other new products and processes for better science and technology in vocational education.

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Table of contents

Volume 306 ✓

February 2018

◀ Previous issue Next issue ▶

2nd International Conference on Innovation in Engineering and Vocational Education 25-26 October 2017, Manado, Indonesia

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Preface

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OPEN ACCESS	012077
A Comparative Study of the Traditional Houses Kaili and Bugis-Makassar in Indonesia	
M F Suharto, R S S I Kawet and M S S S Tumanduk	
+ View abstract View article PDF	
OPEN ACCESS	012078
Improved Information Retrieval Performance on SQL Database Using Data Adapter	
M Husni, S Djanali, H T Ciptaningtyas and I G N A Wicaksana	
+ View abstract View article PDF	
OPEN ACCESS	012079
The Evaluation of Industry Practical of Mechanical Engineering in Vocational Education: A CIPP Model Approach	
M Kamaludin, W Munawar, D Mahdan, M V Simanjuntak and H F Wendi	
+ View abstract View article PDF	
OPEN ACCESS	012080 ✓
Job and Workload Analysis System for Civil Servants in North Sulawesi Province, Indonesia	
M Krisnanda, A Mewengkang, P T D Rompas and P V Togas ✓	
+ View abstract View article PDF	
OPEN ACCESS	012081
Performance Analysis of a Static Synchronous Compensator (STATCOM)	
M M Kambey and J D Ticoh	
+ View abstract View article PDF	
OPEN ACCESS	012082
Utilization of Multimedia Laboratory: An Acceptance Analysis using TAM	
M Modeong and V R Pallingan	
+ View abstract View article PDF	
OPEN ACCESS	012083
Web-Based Virtual Laboratory for Food Analysis Course	
M N Handayani, I Khoerunnisa and Y Sugiarti	
+ View abstract View article PDF	
OPEN ACCESS	012084
The Opinions about Relationship between Students and Teachers In the Class of Hands-on	
M Pigultong	
+ View abstract View article PDF	

TABLE OF CONTENTS

NEW MODEL OF INFORMATION TECHNOLOGY GOVERNANCE IN THE GOVERNMENT OF GORONTALO CITY USING FRAMEWORK COBIT 4.1	1
<i>A A Boury, M H Kaniyo, D Novian</i>	
PHOTODECOMPOSITION PROFILE OF CURCUMIN IN THE EXISTENCE OF TUNGSTEN TRIOXIDE PARTICLES	8
<i>A B D Nandiyanto, R Zaen, R Oktiani, A G Abdullah</i>	
E-PORTFOLIO WEB-BASED FOR STUDENTS' INTERNSHIP PROGRAM ACTIVITIES	14
<i>A Juhana, A G Abdullah, M Somantri, S Aryudi, D Zakaria, N Amelia, W Arasid</i>	
DESIGNING ON-BOARD DATA HANDLING FOR EDF (ELECTRIC DUCTED FAN) ROCKET	23
<i>A Mulyana, L A A Fatz</i>	
ESTIMATION OF COMPACTION PARAMETERS BASED ON SOIL CLASSIFICATION	30
<i>A S Lubis, Z A Muiz, I P Hastuty, I M Siregar</i>	
VIDEO TUTORIAL OF CONTINENTAL FOOD	37
<i>A S Nurani, A Juwanda, A Mahmudatussa'adah</i>	
CHARACTERIZATION OF CO:TiO₂ THIN FILM GROWN BY MOCVD TECHNIQUE	40
<i>A Saripudin, W Purnama</i>	
EFFECT OF HIGHER ORDER THINKING LABORATORY ON THE IMPROVEMENT OF CRITICAL AND CREATIVE THINKING SKILLS	44
<i>A Setiawan, A Malik, A Subandi, A Permanaazari</i>	
IDENTIFICATION OF THE THICKNESS OF NUGGET ON WORKSHEET SPOT WELDING USING NON DESTRUCTIVE TEST (NDT) – EFFECT OF PRESSURE	51
<i>A Sifa, A S Baskoro, S Sugeng, B Badrizzaman, T Endramawan</i>	
ANALYSIS OF QUALITY AND OUTPUT OF ENTREPRENEURSHIP IN THE FIELD OF REFRACTIONIST OPTICIAN	59
<i>A Wesmita, M Dewi</i>	
ECONOMIC EVALUATION OF THE PRODUCTION MAGNESIUM OXIDE NANOPARTICLES VIA LIQUID-PHASE ROUTE	68
<i>A B D Nandiyanto, R Fariantyah, M F Ramadhani, A G Abdullah, I Widiaty</i>	
ENGINEERING ANALYSIS AND ECONOMIC EVALUATION OF THE SYNTHESIS OF COMPOSITE CUO/ZNO/ZRO₂ NANOCATALYST	73
<i>A B D Nandiyanto, W R Hoyati, T A Aziz, R Raguadhina, A G Abdullah, I Widiaty</i>	
UTILIZATION OF BAKED-SMASHED SWEET POTATO AND VEGETABLES ON PATISSERIE PRODUCT	79
<i>A Ana, S Subekti, S Sudewi, E N Perdani, F Hamam, T Suciani, V Tamia</i>	
RAPID MEASUREMENT OF SOIL CARBON IN RICE PADDY FIELD OF LOMBOK ISLAND INDONESIA USING NEAR INFRARED TECHNOLOGY	85
<i>B H Kusumo, S Sukartono, B Bustan</i>	
STUDENT'S ENTREPRENEUR MODEL DEVELOPMENT IN CREATIVE INDUSTRY THROUGH UTILIZATION OF WEB DEVELOPMENT SOFTWARE AND EDUCATIONAL GAME	91
<i>B Hasan, H Hasbullah, S Elyanti, W Purnama</i>	
DESTINATION INFORMATION SYSTEM FOR BANDUNG CITY USING LOCATION-BASED SERVICES (LBS) ON ANDROID	97
<i>B Kurniawan, H Pramoto</i>	
TEACHER PROFESSIONALISM IN TECHNICAL AND VOCATIONAL EDUCATION	103
<i>B L L Tampang, D Wongso</i>	
LEARNING APPLICATION OF ASTRONOMY BASED AUGMENTED REALITY USING ANDROID PLATFORM	107
<i>B Maleke, D Pasera, R Pusong</i>	
STUDY ORIENTATION PLY OF FIBERGLASS ON BLADE SALT WATER PUMP WINDMILL USING ABAQUS	116
<i>B Badrizzaman, A Sifa</i>	
ADDIE MODEL APPLICATION PROMOTING INTERACTIVE MULTIMEDIA	124
<i>B Baharsuddin</i>	
CHARACTERISTICS FROM RECYCLED OF ZINC ANODE USED AS A CORROSION PREVENTING MATERIAL ON BOARD SHIP	129
<i>B Barotah, S Semis, D D Kuligis, J Hwae, M Z Fanani, P T D Rompas</i>	

HOW DO THE POLYTECHNIC STUDENTS COPE WITH THE DIFFICULTIES IN COMPOSING ABSTRACTS FOR THEIR FINAL PROJECTS?	133
<i>C Niswaini, M A Latief, S Sukaryadi</i>	
AN EXPERT SYSTEM FOR DIAGNOSING EYE DISEASES USING FORWARD CHAINING METHOD	139
<i>C P C Munawir, D R Kaparang, P T D Rompas</i>	
GREEN BUILDING IMPLEMENTATION AT SCHOOLS IN NORTH SULAWESI, INDONESIA	147
<i>D A J Harimu, M S S S Tamandak</i>	
STUDENT LEARNING STRATEGY AND SOFT-SKILL IN CLOTHING BUSINESS MANAGEMENT	154
<i>D Ampera</i>	
BLENDED LEARNING IMPLEMENTATION IN "GURU PEMBELAJAR" PROGRAM	159
<i>D Mahdan, M Kamaludin, H F Wendi, M V Simanjuntak</i>	
PRIORITY OF VHS DEVELOPMENT BASED IN POTENTIAL AREA USING PRINCIPAL COMPONENT ANALYSIS	162
<i>D Meirawan, A Ana, S Sarijadi</i>	
TEACHING QUALITY AND LEARNING CREATIVITY IN TECHNICAL AND VOCATIONAL SCHOOLS	169
<i>D R E Keshbuan, P T D Rompas, M Mintjelingan, T Pantundine, B M H Kilis</i>	
THE USE OF GEOMETRY LEARNING MEDIA BASED ON AUGMENTED REALITY FOR JUNIOR HIGH SCHOOL STUDENTS	174
<i>D Rohendi, S Septian, H Sutarno</i>	
DESIGNING PRODUCTION BASED LEARNING AS A BASIC STRATEGY FOR CREATING INCOME GENERATING UNITS AT UNIVERSITAS PENDIDIKAN INDONESIA	180
<i>D Suryadi, N Supriatna</i>	
IMPROVEMENT OF STUDENTS' ENVIRONMENTAL LITERACY BY USING INTEGRATED SCIENCE TEACHING MATERIALS	186
<i>D Suryanti, P Sinaga, W Sarakusumah</i>	
INTERNET LITERACY OF VOCATIONAL HIGH SCHOOL TEACHERS	195
<i>D Vernanda, A G Abdullah, D Rohendi</i>	
EVALUATION OF AN AFFORDABLE WIRELESS NODE SENSOR (MOT69) DESIGNED FOR INTERNET OF THING (IOT) DEVICE	204
<i>Z F Ruliyat, Y Samantri, D Wahyudin, D L Hakim</i>	
A REMOTE PLC LABORATORY (RLAB) FOR DISTANCE PRACTICAL WORK OF INDUSTRIAL AUTOMATION	209
<i>E Haritman, Y Samantri, D Wahyudin, E Mulyana</i>	
STRATEGIC PLANNING TOWARDS A WORLD-CLASS UNIVERSITY	215
<i>E J Usok, D Ratu, A Manongko, J Tarureh, G Preston</i>	
DESIGN OF INTEGRATED DATABASE ON MOBILE INFORMATION SYSTEM: A STUDY OF YOGYAKARTA SMART CITY APP	221
<i>E K Nursawati, E Ernawati</i>	
THE RELEVANCE OF VOCATIONAL HIGH SCHOOL CURRICULUM WITH THE REQUIREMENT OF THE HEAVY EQUIPMENT INDUSTRIES	232
<i>E P Aflyanur, K Sumardi, Y Rahayu, R C Putra</i>	
SIMULATION AND FAILURE ANALYSIS OF CAR BUMPER MADE OF PINEAPPLE LEAF FIBER REINFORCED COMPOSITE	238
<i>E S Arbintara, M Mhsinin, T Rustianto</i>	
COMMUNITY PARTICIPATION FOR SUSTAINABLE TOURISM MODEL IN MANADO COASTAL AREA	246
<i>F F Warsnu, F W Langitan, A T Alameyah</i>	
A PROSPECTIVE METHOD TO INCREASE OIL RECOVERY IN WAXY-SHALLOW RESERVOIR	253
<i>F Hidayat, M Abdurrahman</i>	
ANALYSIS OF AXIAL TURBINE PICO-HYDRO ELECTRICAL POWER PLANT IN NORTH SULAWESI INDONESIA	258
<i>F J Sangari, P T D Rompas</i>	
PROJECT-BASED LEARNING IN PROGRAMMABLE LOGIC CONTROLLER	263
<i>F R Seka, J M Samilat, D R E Keshbuan, J C Kewat, H Muchtar, N Ibrahim</i>	
THE INFLUENCE OF TRAINING STRATEGY AND PHYSICAL CONDITION TOWARD FOREHAND DRIVE ABILITY IN TABLE TENNIS	269
<i>F W Langitan</i>	

DATA MODEL PERFORMANCE IN DATA WAREHOUSING	274
<i>G C Koringpandey, F I Sangkoo, V P Rantang, J P Zwart, O E S Lianto, A Mewengkang</i>	
RADIO FREQUENCY IDENTIFICATION (RFID) BASED EMPLOYEE ATTENDANCE MANAGEMENT SYSTEM	280
<i>G D P Maramis, P T D Rompas</i>	
THE EFFECT OF ALKALINE CONCENTRATION ON COCONUT HUSK CRYSTALLINITY AND THE YIELD OF SUGARS RELEASED	286
<i>H F Sanglan, A Widjaja</i>	
INDUSTRIAL INTERNSHIP AND ENTREPRENEURSHIP COMPETENCIES ON VOCATIONAL HIGH SCHOOL STUDENTS	292
<i>H F Wendi, I H Kasumoh</i>	
INSTRUCTIONAL MODEL AND THINKING SKILL IN CHEMISTRY CLASS	297
<i>H H Langkadi</i>	
HOW TO IMPROVE INTEREST, IQ, AND MOTIVATION OF VOCATIONAL STUDENTS?	300
<i>H Samud, D M Ombuh</i>	
MULTIMEDIA CONTENT DEVELOPMENT AS A FACIAL EXPRESSION DATASETS FOR RECOGNITION OF HUMAN EMOTIONS	304
<i>N E Mawanto, H Maulana, D Y Liliana, T Basaruddin</i>	
RUBRIC ASSESSMENT ON SCIENCE AND CREATIVE THINKING SKILLS OF STUDENTS	312
<i>H Ratnasusanti, A Ana, P Nurafiat, L Umuryandah</i>	
PRODUCTION-BASED EDUCATION MODEL FOR IMPROVING TECHNICAL AND VOCATIONAL TEACHERS ABILITY	317
<i>H Saputro, Suharno, I Widastuti, B Harjanto</i>	
ENTREPRENEURSHIP EDUCATION THROUGH INDUSTRIAL INTERNSHIP FOR TECHNICAL AND VOCATIONAL STUDENTS	323
<i>H Samud, G J Sopotan</i>	
EFFECT OF PERTALITE-SPIRITUS BLEND FUEL ON PERFORMANCE OF SINGLE CYLINDER SPARK IGNITION ENGINE	328
<i>H Wibisono, A A P Sasutrisawan, D Andrian</i>	
TEACHER'S PERCEPTION ABOUT THE USE OF E-LEARNING/EDMODO IN EDUCATIONAL ACTIVITIES	333
<i>H Yanti, A Setiawan, Nurhabibah, Yussuar</i>	
OPTIMIZATION PLACEMENT OF STATIC VAR COMPENSATOR (SVC) ON ELECTRICAL TRANSMISSION SYSTEM 150 KV BASED ON SMART COMPUTATION	337
<i>Hasbullah, Y Mulyadi, Y Febriana, A G Abdullah</i>	
GENDER-MAINSTREAMING IN TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING	348
<i>I D A Nurhaeni, Y Kurniasari</i>	
A MULTIMETRIC APPROACH FOR HANDOFF DECISION IN HETEROGENEOUS WIRELESS NETWORKS	354
<i>I Kusriawan, W Purnama</i>	
EVALUATION PROGRAM ON THE IMPLEMENTATION OF INDUSTRIAL APPRENTICESHIP (PRAKERIN) IN ELECTRICAL ENGINEERING	361
<i>I Maulana, Sumarno, P Nurafiat, R H Puspita</i>	
CLAY STABILIZATION USING THE ASH OF MOUNT SINABUNG IN TERMS OF THE VALUE OF CALIFORNIA BEARING RATIO (CBR)	365
<i>I P Hastuty, R Roesyanto, S M A Napitigulu</i>	
THREE TIER-LEVEL ARCHITECTURE DATA WAREHOUSE DESIGN OF CIVIL SERVANT DATA IN MINAHASA REGENCY	372
<i>I R H T Tangkarsarwo, J P A Rantawene, F I Sangkoo, L V F Ngantono</i>	
THE 3D DIGITAL STORY-TELLING MEDIA ON BATIK LEARNING IN VOCATIONAL HIGH SCHOOLS	382
<i>I Widhiary, Y Achdiani, I Kuntadi, S R Mubaroq, D Zakaria</i>	
THE DESIGN OF MECHATRONICS SIMULATOR FOR IMPROVING THE QUALITY OF STUDENT LEARNING COURSE IN MECHATRONICS	388
<i>J Kustiya, Hasbullah, Y Somantri</i>	
ENVISIONING SCIENCE ENVIRONMENT TECHNOLOGY AND SOCIETY	394
<i>J Maknun, T Basuno, I Sarasetya</i>	
HOW TO IMPROVE ENGINEERING COMPETENCIES FOR STUDENTS WITH SPECIAL NEEDS?	400
<i>J Maknun, M S Barliana, D Cahyani</i>	

A COMPARATIVE ANALYSIS OF EXTRACT, TRANSFORMATION AND LOADING (ETL) PROCESS	407
<i>J P A Rantawene, I R H T Tangkasaerew, C T M Manoppo, R J Salaha</i>	
HIGHER EDUCATION STUDENTS' BEHAVIOUR TO ADOPT MOBILE LEARNING	414
<i>J R Batmetan, V R Palilngan</i>	
E-LEARNING DEVELOPMENT PROCESS FOR OPERATING SYSTEM COURSE IN VOCATIONAL SCHOOL	422
<i>J R Tana, C T M Manoppo, D R Kaparang, A Mewengkang</i>	
SPATIAL MODELING OF TSUNAMI IMPACT IN MANADO CITY USING GEOGRAPHIC INFORMATION SYSTEM	429
<i>J C Kusnast, S T B Kandoli, F Laeloma</i>	
DESIGNING LOW-INCOME HOUSING USING LOCAL ARCHITECTURAL CONCEPTS	435
<i>K Trumansyahjaya, I S Tawra</i>	
OSTEOARTHRITIS SEVERITY DETERMINATION USING SELF ORGANIZING MAP BASED GABOR KERNEL	441
<i>L Anifah, M H Purnomo, T L R Mengko, I K E Purnama</i>	
VOCATIONAL STUDENTS' MOTIVATION FOR PROFESSIONAL SKILLS	447
<i>L Sojow, A Wijong, N Sangi</i>	
PERFORMANCE OF SAVONIUS BLADE WATERWHEEL WITH VARIATION OF BLADE NUMBER	454
<i>L Sule, P T D Rumpas</i>	
DESIGNING AN ELDERLY ASSISTANCE PROGRAM BASED-ON HOME CARE	460
<i>I Umaraya'Adah, A Juvazedah, Y Jubaedah, H Ratsarasanti, R H Pusyita</i>	
THE ATTITUDE OF CONSTRUCTION WORKERS TOWARD THE IMPLEMENTATION OF OCCUPATIONAL HEALTH AND SAFETY (OHS)	465
<i>I Widaningih, I Susanti, T Chandra</i>	
MOTIVATION, COMPENSATION, AND PERFORMANCE FOR SCIENCE AND TECHNOLOGICAL TEACHERS	470
<i>R M Abast, N M Sangi, M S S S Tumanduk, R Roring</i>	
A COMPARATIVE STUDY OF THE TRADITIONAL HOUSES KAILI AND BUGIS-MAKASSAR IN INDONESIA	476
<i>M F Suharto, R S S I Kawot, M S S S Tumanduk</i>	
IMPROVED INFORMATION RETRIEVAL PERFORMANCE ON SQL DATABASE USING DATA ADAPTER	489
<i>M Humi, S Djanali, H T Ciptaningtyus, I G N A Wicakana</i>	
THE EVALUATION OF INDUSTRY PRACTICAL OF MECHANICAL ENGINEERING IN VOCATIONAL EDUCATION: A CIPP MODEL APPROACH	498
<i>M Kamaludin, W Munawar, D Mahdan, M V Simanjuntak, H F Wendi</i>	
JOB AND WORKLOAD ANALYSIS SYSTEM FOR CIVIL SERVANTS IN NORTH SULAWESI PROVINCE, INDONESIA	502 ✓
<i>M Krisnanda, A Mewengkang, P T D Rumpas, P V Tegus</i>	
PERFORMANCE ANALYSIS OF A STATIC SYNCHRONOUS COMPENSATOR (STATCOM)	506
<i>M M Kambey, J D Ticoh</i>	
UTILIZATION OF MULTIMEDIA LABORATORY: AN ACCEPTANCE ANALYSIS USING TAM	513
<i>M Mudeong, V R Palilngan</i>	
WEB-BASED VIRTUAL LABORATORY FOR FOOD ANALYSIS COURSE	520
<i>M N Handayani, I Khoerunnisa, Y Sugianti</i>	
THE OPINIONS ABOUT RELATIONSHIP BETWEEN STUDENTS AND TEACHERS IN THE CLASS OF HANDS-ON	527
<i>M Pipulitong</i>	
PRIORITY DETERMINATION OF UNDERWATER TOURISM SITE DEVELOPMENT IN GORONTALO PROVINCE USING ANALYTICAL HIERARCHY PROCESS (AHP)	532
<i>M Rohandi, M Y Tisoli, R T Jassin</i>	
NUMERICAL SIMULATION BY USING SOLDIERS PILE OF THE EMBANKMENT ON SEMARANG-SOLO HIGHWAY	538
<i>M S S S Tumanduk, T S Maki, T U Y Pangley, Y C Pancherob</i>	
THE DEVELOPMENT OF INDONESIAN LABOUR MARKET INFORMATION SYSTEM (LMIS) FOR VOCATIONAL SCHOOLS AND INDUSTRIES	544
<i>M T Parini, V R Palilngan, Sakardi, H D Surjono</i>	
INDUSTRIAL STUDENT APPRENTICESHIP: UNDERSTANDING HEALTH AND SAFETY	554
<i>M V Simanjuntak, A G Abdullah, R H Pusyita, D Mahdan, M Kamaludin</i>	

RAMBUTAN SEED (NEPHELIUM LAPPACEUM L.) OPTIMIZATION AS RAW MATERIAL OF HIGH NUTRITION VALUE PROCESSED FOOD	557
<i>M Wahini, M G Miranti, F Lukitasari, L Novela</i>	
A DESIGN OF INNOVATIVE ENGINEERING DRAWING TEACHING MATERIALS	562
<i>Mujiarto, A Djohar, M Komuro</i>	
HOW DOES SOCIO-ECONOMIC FACTORS INFLUENCE INTEREST TO GO TO VOCATIONAL HIGH SCHOOLS?	568
<i>N F Usama, D Wongger</i>	
WHAT ARE THE PERSPECTIVES OF INDONESIAN STUDENTS TO JAPANESE RITUAL DURING SOLAR ECLIPSE?	575
<i>N Haristiani, A Rutli, A S Wiryani, A B D Nandiyanto, A Purnamasari, T N Sucahya, N Permatasari</i>	
SOLAR ECLIPSE: CONCEPT OF "SCIENCE" AND "LANGUAGE" LITERACY	580
<i>N Haristiani, R Zaen, A B D Nandiyanto, A N Rasmama, F Azli, A A Danuwijaya, A G Abdulllah</i>	
VOCATIONAL HIGH SCHOOL STUDENTS' PROFILE AND THEIR ENGLISH ACHIEVEMENT	585
<i>N V F Liando, D M Ratu, V Sahetombage</i>	
MACHINE MAINTENANCE SCHEDULING WITH RELIABILITY ENGINEERING METHOD AND MAINTENANCE VALUE STREAM MAPPING	589
<i>N Sembiring, A H Nasution</i>	
TECHNICAL AND SOCIOLOGICAL APPROACHES FOR CURRICULUM INNOVATION ON CLOTHING EDUCATION DEPARTMENT	596
<i>N Tristantic</i>	
ANALYSIS OF ICT LITERACY COMPETENCE AMONG VOCATIONAL HIGH SCHOOL TEACHERS	601
<i>Nurhabibah, A Setiawan, H Yanti, Y Z Mlraj, Yannuar</i>	
MOBILE-BASED DICTIONARY OF INFORMATION AND COMMUNICATION TECHNOLOGY	608
<i>O E S Liando, A Mewangkang, D Kasuger, F I Sangkap, V P Rantung, G C Roringpandey</i>	
FACTORS AFFECTING OPTIMAL SURFACE ROUGHNESS OF AISI 4140 STEEL IN TURNING OPERATION USING TAGUCHI EXPERIMENT	613
<i>O Novariza, D H Salisatirini, R Wiradnoko</i>	
VOLTAGE ANALYSIS IMPROVEMENT OF 150 KV TRANSMISSION SUBSYSTEM USING STATIC SYNCHRONOUS COMPENSATOR (STATCOM)	619
<i>P A Albar, D L Hakim, T Sucita</i>	
4D MODEL ON ASSESSING PSYCHOMOTOR ASPECT IN CONTINENTAL FOOD PROCESSING PRACTICE	625
<i>P Nurafiqi, A Ana, H Ratnasusanti, I Maulana</i>	
VALIDATION OF A NUMERICAL PROGRAM FOR ANALYZING KINETIC ENERGY POTENTIAL IN THE BANGKA STRAIT, NORTH SULAWESI, INDONESIA	629
<i>P T D Rompas, H Tausanung, F J Sangari</i>	
STUDENTS PERCEPTION ON THE USE OF COMPUTER BASED TEST	644
<i>R A Nugroho, N S Kusumawati, O C Ambarwati</i>	
DESIGN LEARNING OF TEACHING FACTORY IN MECHANICAL ENGINEERING	649
<i>R C Putra, I H Kusumali, M Komoro, Y Rahayu, E P Affyamar</i>	
PEOPLE WITH DISABILITY IN VOCATIONAL HIGH SCHOOLS: BETWEEN SCHOOL AND WORK	654
<i>R H Haryanti</i>	
THE IMPACT OF INTERNET USE FOR STUDENTS	658
<i>R H Puspita, D Rohedi</i>	
HOW DOES ENTREPRENEURSHIP EDUCATION DEVELOP SOFT SKILLS?	665
<i>R Humana, S Yuliani</i>	
COMMUNITY GOVERNANCE AND VOCATIONAL EDUCATION	670
<i>R Martasari, R H Haryanti, P Sutisnadi</i>	
PROMOTING CREATIVE THINKING ABILITY USING CONTEXTUAL LEARNING MODEL IN TECHNICAL DRAWING ACHIEVEMENT	676
<i>R Murxid</i>	
INCIDENT MANAGEMENT IN ACADEMIC INFORMATION SYSTEM USING ITIL FRAMEWORK	682
<i>V R Palilngan, J R Batmewan</i>	
WHAT ARE THE DOMINANT FACTORS OF STUDENTS' PRODUCTIVE SKILLS IN CONSTRUCTION SERVICES?	691
<i>R R Oroh, Hariz A S, R M Sugandi, Isuandar</i>	

DESIGN CONTROL SYSTEMS OF HUMAN MACHINE INTERFACE IN THE NTVS-2894 SEAT GRINDER MACHINE TO INCREASE THE PRODUCTIVITY	696
<i>S. Ardi, D. Ardyumyah</i>	
DEVELOPMENT OF LEARNING MANAGEMENT IN MORAL ETHICS AND CODE OF ETHICS OF THE TEACHING PROFESSION COURSE	703
<i>S. Boonong, S. Siharak, Y. Srikanok</i>	
DOES VOCATIONAL EDUCATION MODEL FIT TO FULFIL PRISONERS' NEEDS BASED ON GENDER?	709
<i>S. H. Hayzaki, I. D. A. Nurhaeni</i>	
INTERCULTURAL COMMUNICATION TRAINING IN VOCATIONAL AND INDUSTRIAL EDUCATION TRAINING	715
<i>S. Hastjarjo, A. Nuryana</i>	
DEVELOPING TRADITIONAL FOOD SERVICE: A PORTRAIT OF WOMEN IN CULINARY INDUSTRY	720
<i>S. M. D. Mansur, F. W. Langitan, T. F. S. Tangkore, A. Dondokambey</i>	
A REVIEW OF SOFT-SKILL NEEDS IN IN TERMS OF INDUSTRY	727
<i>S. Prihatiningih</i>	
MEASUREMENT OF EMPLOYABILITY SKILLS ON TEACHING FACTORY LEARNING	732
<i>S. Subekti, A. Ana</i>	
INDONESIAN TEACHER ENGAGEMENT INDEX (ITEI): AN EMERGING CONCEPT OF TEACHER ENGAGEMENT IN INDONESIA	739
<i>S. Samsuko, P. Doringin, Y. Indrianti, A. M. Goni, P. Ruliana</i>	
PRESERVING CALUNG BANYUMASAN THROUGH VOCATIONAL EDUCATION AND ITS COMMUNITY	744
<i>Suharto, Indriyanto</i>	
OPTIMIZING THE INFORMATION PRESENTATION ON MINING POTENTIAL BY USING WEB SERVICES TECHNOLOGY WITH RESTFUL PROTOCOL	752
<i>T. Abdullah, R. Dai, E. Setiawan</i>	
NON DESTRUCTIVE TEST DYE PENETRANT AND ULTRASONIC ON WELDING SMAW BUTT JOINT WITH ACCEPTANCE CRITERIA ASME STANDARD	759
<i>T. Endramawan, A. Sifa</i>	
PROFESSIONALISM OF LECTURERS AT FACULTY OF EDUCATION	768
<i>T. F. S. Tangkore, F. W. Langitan, S. M. D. Mansur, R. F. Roring</i>	
DESIGN AND SIMULATION OF MICROSTRIP HAIRPIN BANDPASS FILTER WITH OPEN STUB AND DEFECTED GROUND STRUCTURE (DGS) AT X-BAND FREQUENCY	773
<i>T. Hariyadi, S. Mulyazari, Mukhlidin</i>	
THE EFFECT OF LEARNING BASED ON TECHNOLOGY MODEL AND ASSESSMENT TECHNIQUE TOWARD THERMODYNAMIC LEARNING ACHIEVEMENT	781
<i>T. Makahinda</i>	
INSTRUCTIONAL PACKAGE OF DEVELOPMENT OF SKILL IN USING FINE MOTOR OF CHILDREN FOR CHILDREN WITH INTELLECTUAL DISABILITIES	787
<i>T. Sangrawang</i>	
MAINTENANCE POLICY IN PUBLIC-TRANSPORT INVOLVING GOVERNMENT SUBSIDY	796
<i>U. S. Pasaribu, Y. BayuSetra, L. E. Gunawan, H. Humiah</i>	
AUTO DRAIN VALVE WATER SEPARATOR INSIDE THE UNIT OF KOMATSU HD 465-7R	803
<i>V. A. T. Manurung, Y. T. Joko W., R. J. Poetra</i>	
IN-MEMORY BUSINESS INTELLIGENCE: CONCEPTS AND PERFORMANCE	808
<i>V. P. Rantung, O. Kembuan, P. T. D. Rompas, A. Mewenglung, O. E. S. Liando, J. Sumayku</i>	
AN ANALYSIS OF WEBSITE ACCESSIBILITY IN HIGHER EDUCATION IN INDONESIA BASED ON WCAG 2.0 GUIDELINES	813
<i>W. Arusid, A. G. Abdulllah, D. Wahyudin, C. U. Abdullah, I. Widiary, D. Zakaria, N. Amelia, A. Jehana</i>	
THE EFFECTIVENESS OF USING INTERACTIVE MULTIMEDIA IN IMPROVING THE CONCEPT OF FASHION DESIGN AND ITS APPLICATION IN THE MAKING OF DIGITAL FASHION DESIGN	821
<i>W. Wiana</i>	
GENDER BIAS IN THE WORKPLACE: SHOULD WOMEN BE MARGINALIZED IN ENGINEERING JOB?	828
<i>Y. Kurniawan, I. D. A. Nurhaeni, Mgijjatna, S. K. Habuari</i>	
RELIABILITY ANALYSIS OF DIFFERENTIAL RELAY AS MAIN PROTECTION TRANSFORMER USING FUZZY LOGIC ALGORITHM	833
<i>Y. Mulyadi, T. Sucita, Samarto, M. Alpani</i>	

DO TECHNOLOGICAL AND VOCATIONAL HIGH SCHOOLS DIFFERENTIATE BETWEEN MALE AND FEMALE TEACHERS?	847
<i>Y Rahayu, A G Abdullah, E P Asfyanur, R C Putra</i>	
PERSONAL COMPUTER-LESS (PC-LESS) MICROCONTROLLER TRAINING KIT	852
<i>Y Somantri, D Wahyudin, I Fushilat</i>	
ANALYSIS OF BLENDED LEARNING IMPLEMENTATION ON WASTE TREATMENT SUBJECTS IN AGRICULTURAL VOCATIONAL SCHOOL	856
<i>Y Sugianti, S Nurmawati, S Afjdatipah</i>	
TOOLPATH STRATEGY AND OPTIMUM COMBINATION OF MACHINING PARAMETER DURING POCKET MILL PROCESS OF PLASTIC MOLD STEELS MATERIAL	862
<i>Y T Wibowo, S Y Bankoro, V A T Manurung</i>	
ICT LITERACY OF VOCATIONAL HIGH SCHOOL STUDENTS	870
<i>Y Z Miraj, D Rohendi, Yannuar, Nurhabibah, H F Wendi</i>	
VOCATIONAL TEACHER PERCEPTIONS ON THE USE OF ICT IN LEARNING COMPUTER NETWORK	875
<i>Yannuar, D Rohendi, H Yanti, Nurhabibah, Y Z Miraj</i>	
THE APPLICATION OF PROBLEM-BASED LEARNING IN MECHANICAL ENGINEERING	880
<i>Z A Putra, M Dewi</i>	
Author Index	

Job and Workload Analysis System for Civil Servants in North Sulawesi Province, Indonesia

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Abstract. This study aims to create automation system to assist sub division of job analysis and workload of North Sulawesi, Indonesia in completing its annual tasks to record all civil servants. The method used in this research is prototyping where a system will be developed according to the revision supplied by the user. The result of this research is a system used to generate reports and calculations based on user filled forms. The result gathered from the interviews, users can make reports faster and easier. Users can also optimise reports on time using the built system.

1. Introduction

In the effort to build clean and good government, the improvement of usability, effectiveness, transparency and accountability of government administration becomes very important and urgent [1]. But it would be a utopian joke if the governance work is still abstract, unspecified, and overlapping [2]. As a result, work aspects such as workload, work, implementation mechanisms and workflows become irregular and unpredictable, which ultimately raises major doubts about the accuracy, precision and reliability of government performance [3].

The provincial government of North Sulawesi is one of the provinces experiencing difficulties in conducting job analysis. The problems faced by North Sulawesi government today are the job analysis model and the workload is still done manually, which is very time and energy consuming. As a result, the level of achievement of North Sulawesi Government position analysis does not reach 100%, for example achievement analysis and work load in 2015 which is still at 90% level even though it has been done for full year. This makes the North Sulawesi government difficult to obtain complete information to make adjustments to the amount of remuneration and performance allowances for civil servants.

To solve the problems, several researchers have suggested the following strategies: using metadata analysis [4] assessment by simulation [5], managed acceleration for In-Memory database analytic workloads [6], and classifies the current cognitive task analysis methods for job or task design and analysis [7]. However, several problems still persisted. So building a modern system, effective and easy to use in conducting job analysis becomes an urgent need [8] for the Government of South Sulawesi. Information technology strategy is proposed as a solution to the problems that occur. An



information technology-based system will be built to link human components and performance, hardware, and software. The mechanism of job analysis is stipulated in a standardized, consistent and reliable program, which is expected to be a useful application of information technology model to support the performance of local government, especially in North Sulawesi.

Specifically this research aims to build a system that helps the implementation process of job analysis and analysis of civil servant's workload in North Sulawesi Provincial Government and its report of recapitulation.

2. Methods

Tools (software) designed in this study, is expected to overcome the problems obtained from problem analysis by providing the following functions; (1) Provide easy-to-fill job analysis forms and easily accessible guides and dictionaries. (2) Establish inspection methods performed during charging, in an effort to build a consistent database. (3) Produce reporting results right after completion of the filling, so that the inspection and reporting time can be shortened.

System development is done using prototyping method which is used stages to build it [9]. These stages including: (1) Interviewing users in Job and Workload Analysis Department for new system requirements, (2) A preliminary design is created for the new system, (3) A first prototype named Sistem Informasi Analisis Jabatan dan Beban Kerja (SINJAB) built based on the design, (4) The users thoroughly evaluate the first prototype, noting its strengths and weaknesses, what needs to be added, and what should to be removed. Revision made mostly at interface design and form, (5) The second prototype is evaluated in the same manner as was the first prototype, (6) The preceding steps are iterated three times, until the users are satisfied that the prototype represents the final product desired, (7) The final system is thoroughly evaluated and tested. Routine maintenance is carried out on a continuing basis to prevent large-scale failures and to minimize downtime.

There are two types of positions that need to be analyzed in accordance with the structure of North Sulawesi provincial government. Both types of positions are structural positions and general functional positions. Process Analysis on Sub Division of Position Analysis is done to know the flow of each process of implementation analysis of civil service positions in the Government of North Sulawesi province.

The design of information technology-based systems using Windows platform with Visual Studio media [10]. Visual Studio.NET is an integrated environment to build and perform Testing and Debugging of various applications. The Visual Studio .NET platform, will be easier to create applications because in Visual Studio .NET there are new support facilities added, including Integrated Development Environment (IDE), Microsoft Intellisense, better debugging and capabilities in XML Web Services.

Table 1 shows analysis of needs to be built in accordance with the needs of Sub Division Job Analysis.

Table 1. Needs analysis.

Data source	Process	Outcome
Job description and specification in each regional level work units, Dinas, and Bureau	Conducting suitability checks and similarity of input data according to position analysis guidance	Job analysis document and workload analysis
Workload in each regional lever work units, Dinas, dan Bureau		Database of job analysis and workload

Then it can be concluded that the main data needed is the job description information, job specifications and workload of regional level work units, service, and bureau. As per the form, the filled data consists of 34 points. Each point must be a process of examination both in terms of conformity and similarity of data input. This is necessary because the result of filling in the job

In the first phase the tester acknowledges that the system shortens the processing time because the form is populated digitally and the report automatically fills out based on form fields. However, some user interfaces improvements are made to facilitate form filling.

The second phase was conducted directly on the staff of various work units in North Sulawesi Province, inviting 50 analytical staff from various municipalities and districts. Before using SINJAB, the participants were trained and assisted with the installation on their respective laptops.

Most of the test participants in the second phase (48 out of 50) felt helped by the new system being used. The average time required to fill both forms (occupation and workload) is 30 minutes, compared to the previous 5 hours. The participants were also satisfied that the work could also be taken home. Tab order makes the data charging process more organized and not confusing. Report templates in the form of word and excel automatically generated after the data is stored in the application.

4. Conclusions

The results of this study indicate that information technology can speed up the analysis and documents required in government. Job analysis and workload are part of the North Sulawesi provincial government offices that benefit from this. While still under consideration, it is likely that this system will be diverted through the web so that it is easily accessible to all parts of government in the province. Also implementation in other provinces needed to improve national performance

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