

Management of Classroom in High School 4 at Aceh Barat Daya

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Abstract: Education is a very important investment for a country in producing quality human resources. Qualified human resources can only be derived from an effective education management and efficient. Qualified human resources to be able to carry out management functions, managing the resources, abundant natural construction design, organize and direct man. Based on management's why education on a national scale and scale grade school management is important and caught the attention of all parties. Based on research results that have been obtained in the field of management of State Vocational High School class 4 *Aceh Barat Daya* which can be summarized as follows: Management of State Vocational High School class 4 *Aceh Barat Daya* have run good management. Management class management includes planning, implementation and evaluation of learning outcomes in the classroom has been implemented properly. 1). in the learning plan have made a lesson plan that is effective and efficient. Among good designs with lesson planning. Dividing the allocation of time at each meeting. Looking for video tutorials, making PowerPoint to achieve effective classroom management and efficient. 2). In Teaching and Learning, teachers enter the classroom with discipline. Opens lessons with greetings, read a prayer and asked the news and also the task if any. Only then describes the content material on the subject by using Indonesian and regional languages emphasis that the students are more familiar. Teachers are also getting used to discuss, ask questions and provide feedback to the students. And closes the implementation of learning by concluding material, assignments and so forth. 3). The evaluation overlearning vocational .4 *Aceh Barat Daya* held in written form of homework / assignments, midterms and final exams by using a scoring guide that refers to the cognitive, affective and psychomotor. Teachers must submit the results of the evaluation of each semester, a list of the final value to schools as evidence of classroom management is already implemented.

Keywords: Management, Class Room, Vocational

1 Introduction

Indonesia as a developing country has a vision in the field of education, particularly higher education that is intelligent and competitive Indonesian people by 2025. In this regard the government launched to improve human resource capacity. In order to align the nation's ability to Indonesia with other countries. Therefore, improvement in education is essential to be done. Through careful planning. According Notoatmodjo (2005: 5) management resource

humanis derived from two words *to manage* (manage, administer, organize, manage or control), and human resources, namely *human resources, manpower* (labor, employees, personnel).

Education is also a barometer of the level of advancement of a nation. So a very worthwhile investment is the generation of high quality, and this is all not biased separated from the management of an educational Ricky W. Griffin in the book Usman (2009: 42) defines the "management as a process of planning, organizing, coordinating, and controlling resources to achieve target (*goals*) anineffective and efficient".

All instruments in education should be implementing management functions. Teachers as an instrument of education must also be able to carry out management functions for teachers cutting edge in education. Creative teachers thus required in the conduct of teaching and learning in the classroom. Sukadi (2006: 2) states: "Teachers play an important role and strategy as a teacher, educator and coach the students. The teacher is a social change agent (an agent of social change) that changes the mindset, attitudes and behaviour of human beings towards a better life, more dignified and more independent".

A teacher who has the educational competence, must master the material content to be delivered to his students. In addition teachers should also be able to choose the right method in teaching and learning. And the last one is the availability of infrastructure to support learning. In this case Mulyasa (2005: 52) states: 'creativity shows that what will be done by teachers are now better than was done previously and what to do in the future better than the present ".

The purpose of teaching and learning in schools is to establish the competence of the students, so as to establish an understanding and be able to change his behavior. From not knowing to knowing. To achieve all this, it is necessary learning management. The learning management for a teacher is, how does he plan learning, learning implement, and evaluate learning. RJ (2010: 141) explains: "In essence, the stages of learning activities include the preparation, implementation, evaluation, and follow-up".

Lesson plans, do a teacher before entering teaching. For example, preparing a learning device, determine the allocation of time, choosing the right method and create questions for evaluation, Hamalik (2005: 10) "teaching system is a combination of organized which include elements of human, material, facilities, equipment and procedures that interact to achieve a destination ". The next stage is the implementation of learning by practicing learning tools that have been made. The next step is the evaluation of teachers' But the fact that not all learning management run properly. Therefore, researchers interested in conducting research on "Management of Class at Vocational High School 4 Aceh Barat Daya"

2 Methodology

Based on the description of the background of the above problem, the problem in this research is "How Management of Class at Vocational High School 4 Aceh Barat Daya, and also this study used a qualitative approach with descriptive research method. Subject of research is the Master. Data collected by using observation, interview.

3 Results And Discussion

Interviews were conducted with *Aceh Barat Daya* Vocational Teachers. The interviews and observations are as follows:

1) Lesson Planning

From interviews with teachers researchers found: planning the implementation of learning is very important because that's where a teacher to design management with an excellent grade. In teaching teachers to use textbooks provided by the school, although there is not complete. And also create props for a particular subject, in order to facilitate the students understand the material being taught. In planning the teacher also has divided the allocation right time open, conduct and close the lesson. It is meant for learning more effectively and efficiently.

2) Learning Process

The quality of education was strongly influenced by the way in which management classes are conducted by a teacher. In the implementation of the teaching and learning process in accordance with the teachers try learning implementation plan for all was well planned. When the teacher had gone into the classroom so the teacher started by opening lesson. After the teacher to say hello, and then let the students read prayers. Then the teacher logs into a new learning materials and practice what has been described.

Implementation of highly effective learning and the students are also very excited because of them biased practice. Then FAQ also happen naturally in such learning without having engineered. What the students did not know immediately asked the teacher when students practice. Classroom management at vocational high school of 4 *Aceh Barat Daya* have adequate infrastructure. Such as projectors, lab, blackboards and textbooks. In teaching teachers to use Indonesian explained. If students do not understand the new by strengthening the local language, but if a student is misbehaving, bullying, and teachers give special attention. By way of calling her name, rebuke and come to the table with a good way. If they continue at the next meeting of the new teachers a special calling to be given guidance.

The results of the interview explained, classroom management teacher also apply different methods based on the material to be taught. Sometimes students are given the task of presentation of the results of practice. Or also asked students who have understood the material to explain to his friends. Sometimes the teacher explains and at the end of the lesson, students are asked to create a resume. Essentially teachers try to make variations in teaching.

3) Learning Process Evaluation

Interviews with teachers: each subject completed a then held a test to determine the level of student understanding. And every semester also held the overall exam. Which is referenced in the three competencies required of, cognitive, affective and psychomotor. As for the weight minimum criteria completeness established by the education department. For students who have not reached the minimum completeness criteria it will take remedial. By systematically presented the results of research that addresses three issues used as study materials in this study, namely: (1) the learning plan (2) the learning process (3) the evaluation of teaching and learning.

a. Lesson Planning.

In the process of teaching and learning makes learning device planning is one of the obligations that must be implemented by teachers. According to the science of management failing to plan means planning for failure. Hamalik (2005: 11) "the task of a system designer is to organize people, materials, and procedures in order to achieve the learning efficiently objectives".

Professional teacher is a teacher who is able to plan properly learning device. Teachers must pay attention to the material for the sake of material, and make sure he is able to master the content material being taught. After that, he has to choose the right method to achieve mastery of a subject. And also able to choose infrastructure for an effective and efficient learning. This is in line with that expressed Uno (2009: 3) the need to plan are:

- a. To improve the quality of learning should begin with lesson plans that take the form of instructional design;
- b. To design a learning need to use a systems approach;
- c. Instructional design plan referred to how a person's learning;
- d. To plan a learning design is referred to the individual students;
- e. Learning is done will lead to the achievement of learning objectives, in this case there will be a direct goal of learning, and the accompaniment of the learning objectives;
- f. The ultimate objective of the planning of instructional design is easy student to learn;
- g. Learning plan must involve a learning variable;
- h. The core of the instructional design created is the determination of the optimal learning method to achieve the goals set.

Given this research, researchers know *Aceh Barat Daya* vocational teachers already carry out management functions that planed wear classroom management curriculum of 2013. Hopefully with the implementation of the functions of planning by teachers can contribute positively to the quality of education of this nation. As disclosed Siagian (2006: 45):

Through the planning of a mature human resources, labor productivity of existing workers can be improved. This is achieved through the presence of certain adjustments, such as increasing labor discipline, skills training so that each person produces something that is directly related to the interests of the organization.

b. Classroom Management

From the teacher observation has been doing classroom management with effectiveness and efficient. Teacher sign discipline because the discipline is very important. This is in line with that described Court (2010: 58) explains the "use of time is essential in designing and preparing teaching materials / the subject matter in the implementation of learning". By always carrying implementation plan learning and implement when teaching and learning process in accordance with the Plan for the implementation of learning. Teachers also choose the appropriate method in presenting the material. In the learning process the teacher opened the lesson by greeting and continued to read the prayer, then ask for news. After the one that makes the core activities that discuss the material according to the methods specified in the plan. At the core activity requires creativity of teachers to break the ice and not monotonous. And the last activity in the learning process is to close the lesson, either by concluding, giving duties and other forms. The creativity of teachers in classroom management in line with that expressed Monty (2003: 110) states that teachers are creative as follows:

- a. The curiosity that drives the teacher more asking questions, always pay attention to objects and situations as well as make it more sensitive observation and want to know or investigate.
- b. Have a vivid imagination, the ability to demonstrate or imagine things that have never happened.
- c. Feel challenged by the progress that encouraged her to overcome things that are difficult.
- d. Dare to take risks, which makes creative teacher not afraid of failure and criticism.
- e. Appreciate their own talents emerging factor internal

Digital era is now led teachers to be able to be flexible and dig as much information in order to improve competence. The swift current information requires every man to so completely know, is no exception teacher. Do not let a teacher does not believe in teaching his students to know more taps. Then it becomes an obligation for teachers to have competence over the students. And able to harmonize the development of science and technology.

In managing the classroom teacher should also make good use of such technology, projector, laptop, internet in order to achieve student competence. It could even play video tutorial before the start of practice for CMS.

In addition to the above factors will influence their environment competency level of students. Environment is meant here is the family and social environment. Ihsan (2010: 57) explains the "family is an educational institution first and foremost in society, because within families that humans are born, develop into adults".

The integrity of the three pillars of education is absolutely necessary in order to improve the quality of education. The first pillar of the family as students interact more family hot environment, so we need motivation from family, school and the second is the third pillar of the community or social environment. Observations and interviews that are already implementing in vocational high school 4 *Aceh Barat Daya* with good classroom management, effectively and efficiently.

c. Evaluation of the learning process

Interviews with teachers: teachers make an evaluation based on three competence, namely cognitive, affective and psychomotor. With provisions for minimum completeness criteria determined by the education department. For students who do not complete it must do remedial. Evaluation in a very important activity, as well as education. With the evaluation in school we can determine the level of student ability. Evaluation can also outlined the steps that must be taken to catch up with other schools in order to adjust the ability of graduates to other schools. So that they can compete in a healthy way.

Dimiyanti and Mudjiono (2010: 221) describes the main purpose of the evaluation of learning is the amount of information or data about services, value or enjoyment of the learning activities. Some information or data obtained through evaluation of learning is then enabled and is aimed at the development and accreditation.

Make an evaluation and to provide an assessment is one of the tasks of teachers. A good teacher should be assessed properly. Not emotional and careless in their assessments. Objectivity in the assessment should be the principle of a teacher in every judgment. A teacher should avoid subjective assessment and caught up with specific interests. For example, given the value of high officials' children, while the children of the poor are given a value slightly though clever. In order to improve the quality of education, then it is obligatory for the government to comprehensive education management and systematic. School level, then it is obligatory for teachers to run classes with effective management and efficient. Management classroom management question is the lesson planning, implementation and evaluation of each lesson. Legislation national education system in 2003 describes the evaluation of the national education in article 57.58 and 59. Of those chapters described the evaluation made by the various components for example in article 57 paragraph one and two describes the general evaluation in paragraph 1 and 2 as follows:

1. Paragraph 1, evaluation was done in order to control the quality of education nationwide as a form of accountability of education providers to the parties concerned.
2. Paragraph 2, evaluation was done on learners, institutions, and education programs in formal and non-formal education for all levels and types of education unit.

Of the Act is very clear on that evaluation cannot be underestimated because the evaluation assess, measure the quality of education. The evaluation can also see obstacles in education, and to formulate solutions. Usman explained (2009: 657) "educator performance evaluation must consider the achievements and changes learners".

From the above quotation can be deduced that are seen and assessed by a teacher is whether the material presented in the classroom has been well understood by the students. So as to change the behavior of students from not knowing to knowing. If the results of the evaluation have not shown changes in behavior it is necessary to change the techniques and strategies in teaching. And continues until the student has the competence, whether cognitive, affective and psychomotor. Based on the above then, the evaluation of classroom management has done well because it follows the weighting and assessment items specified education office.

4 Conclusion

Based on the results that have been obtained in the field and the discussion in the previous chapter on the management of vocational classes 4 *Aceh Barat Daya* which can be summarized as follows:

- a. Management of vocational classes 4 *Aceh Barat Daya* been taking good management because management class management includes planning, implementation and evaluation of learning outcomes in class has been implemented properly.
- b. In the learning plan have already made plans the implementation of learning. Designing good lesson planning. Dividing the allocation of time at each meeting. Looking for video tutorials, making powerpoint presentation to achieve effective classroom management and efficient.
- c. In the learning process the teacher entered the classroom with discipline. Opens lessons with greetings, read a prayer and asked the news and also the task if any. Only then describes the content material on the subject by using Indonesian and local languages so that the emphasis with more understanding. Teachers are also getting used to discuss, ask questions and provide feedback to the students. And closes the implementation of learning by concluding material, assignments and so forth.
- d. The evaluation of learning vocational high school 4 *Aceh Barat Daya* held in written form of homework / assignments, midterms and final exams by using a scoring guide that refers to the cognitive, affective and psychomotor. The evaluation was done by the end of each semester the teacher that the teacher must submit a list of values to the end of school.
- e. Thus SMK N.4 *Aceh Barat Daya* already implemented with good classroom management.

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