	SEMESTER LEARNING PLAN	No. Document	:	
		Revision	:	Number 1
	Course Name	Date	:	28 Oct 2021
	ICT Literacy and Learning Media	Page	:	1. from .. Pages

Made by:	Checked by:	Approved by:
Dr. Yulia Rahmawati, M.Sc.	**Dr. Rita Patriasih, M.Si**	**Dr. Yulia Rahmawati, M.Sc.**
NIP.19670720 199303 2 001	NIP. 19700811199802 2 002	NIP.19670720 199303 2 001
Lecturer	**TPK**	**head of the study program**

SEMESTER LEARNING PLAN

1. Course Identity

a.	Name of Department/Prodi	:	**Catering Education**
b.	Course Name	:	**ICT Literacy and Learning Media**
c.	Course Code	:	BG 503
d.	Course Group*)	:	MKPBS
e.	Credit Weight	:	3 credits
f.	tier	:	S1
g.	Semester	:	Even
h.	Precondition	:	-
i.	Status (Required/Optional) *)	:	**Mandatory**
j.	Lecturer Name and Code	:	**Dr. Yulia Rahmawati, M.Sc. / 1776**

2. Course Description

This course equips student teacher candidates and education staff about ICT Literacy and Learning Media with a focus of study covering (1)basic concepts of Information and Communication Technology (ICT) and Literacy in education, (2) the urgency and position of ICT in the 21st Century Education Framework, (3) the competencies required for teachers and students according to the Global and National competency framework, (4) techniques for conducting searches Internet-based Information (Retrievel Information System) (5) Models of ICT Utilization in Education, (6) Ethics of using Information and Communication Technology, (7) Learning Media Concepts, (8) Conventional & Digital learning media characteristics, (9) Types of Learning Media, (10) Concepts and Characteristics of ICT-Based Learning Media, (11) Analyzing ICT-Based Learning Models, (12) Learning Media Selection Procedures, (13) ICT-Based Media Development Procedures, (14) Evaluation of Learning Media-based ICT.Learning emphasizes student activities through discussion or problem solving activities and optimizing the search for relevant and up-to-date learning resources, including browsing results on sites on the internet. The discussion of the problems is carried out jointly by the lecturers and students, ending with the elaboration of the lecture material by the lecturer in charge of the course.

3. Study Program Learning Outcomes (CPPS) – Program Learning Outcomes (PLO)

S   Demonstrate scientific, educative, and religious attitudes and behaviors that contribute to improving the quality of life in society, nation and state based on academic norms and ethics

P1 Mastering the theoretical concepts of educational science, strategies, learning planning, media, methodology and evaluation of learning and educational psychology

KU Able to apply logical, critical, systematic, and innovative thinking in the context of the development or implementation of science and technology that pays attention to and applies humanities values in accordance with their field of expertise

KK1 Able to plan, implement, evaluate learning outcomes and evaluate the implementation of technology and vocational education in the field of Culinary in a professional manner in formal education

4. Course Learning Outcomes (CPM) – Course Learning Outcomes (CLO)

Students are able to analyze ICT Literacy and Learning Media in the Field of Study containing the concepts, principles, procedures, and ethics of using ICT as well as the development and utilization of ICT and learning media used in learning the field of study.

5. Lesson Plan Description

Minimum number of meetings 16 (including UTS and UAS)

	SEMESTER LEARNING PLAN		No. Document	:	
	Course Name		Revision	:	Number 1
	ICT Literacy and Learning Media		Date	:	28 Oct 2021
			Page	:	1. from .. Pages

Made by:	Checked by:	Approved by:
Dr. Yulia Rahmawati, M.Sc.	**Dr. Rita Patriasih, M.Si**	**Dr. Yulia Rahmawati, M.Sc.**
NIP.19670720 199303 2 001	NIP. 19700811199802 2 002	NIP.19670720 199303 2 001
Lecturer	**TPK**	**head of the study program**

Mee ting	Learning Outcome Indicators Subject	Study Material	Learning Form	Time	Assignments and Assessments	Reference
1	Understand the general description of course profiles and lecture mechanisms	Lecture Orientation (1) the urgency of the course, (2) MK competency, (3) Lecture plan presentation (RPS), (4) Study Contract	*Synchronous:* Conduct online lectures via zoom meeting *Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	Conduct a search on Journals related to ICT concepts	Information Literacy Competency Standards for Higher Education, American Library Association, 2000
2	Understand the basic concepts of Information and Communication Technology (ICT) and Literacy in education	The Concept of ICT, Literacy, and ICT Literacy in Education	*Asynchronous:* Self study via spot.upi.edu *Method:* (1) Showing ICT characteristic videos (2) Q&A (3) Review of the task of making ICT definitions from journals	150 minutes	Creating a timeline for the development of Information Technology and communication technology from time to time	Information and Communication Technology in Education, Cepi Riyana, PT Sarana Panca Karya Nusa (SPKN), 2007
3	Analyzing the urgency and position of ICT in the 21st Century Education Framework	The Urgency of ICT in Education: (1) Functions and Benefits of ICT Literacy in the 21st Century Skills Era (2) ICT Framework in Education	*Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments class discussion of the urgency of ICT in education (3) Resume & Recommendations	150 minutes	(1) Make individual studies (Journal Review, application of ICT in Education) in various countries. Assignment to upload to SPOT/SPADA, (2) Assignment of making presentations	*Framework for Information Literacy for Higher Education, The Association of College & Research Libraries, 2015*
4	Analyze the competencies required for teachers and students	ICT Competency Analysis for Teachers and Students	*Synchronous:*	150 minutes	Book Report 'ICT in Education' from UNESCO	*ICT Competences Framework for*

Made by:	Checked by:	Approved by:	
Dr. Yulia Rahmawati, M.Sc.	**Dr. Rita Patriasih, M.Si**	**Dr. Yulia Rahmawati, M.Sc.**	
NIP.19670720 199303 2 001	NIP. 19700811199802 2 002	NIP.19670720 199303 2 001	
Lecturer	**TPK**	**head of the study program**	

	according to the global and national competency framework		Conduct online lectures via zoom meeting *Asynchronous:* Self study via spot.upi.edu Group presentation & discussion by lecturer			*Teachers,*UNESCO, 2028
5	Applying techniques to search for Internet-based Information (Retrievel Information System)	Internet-based Information Search Techniques (Retrievel Information System) include: (1) Keywords, (2) Phrases, (3) Boleon System, etc	*Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments The practice of applying various internet-based information retrieval techniques	150 minutes	Making annotated bibliography of 5 books based on information search techniques	PINTAR Book of Effective Searching Techniques on the Internet, Elekmedia Computindo, 2018
6	Analyzing ICT Utilization Models in Education	Models of ICT Utilization in Education: (1) E-Education, (2) Learning Management System, (3) Virtual Laboratory, (4) Online Repositor, (5) E-Book, (6) E-Journals, (7) Online Encyclopedia, etc.	*Synchronous:* Conduct online lectures via zoom meeting *Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments Group presentations, discussions and discussions by lecturers	150 minutes	Making a Resume for ICT for Future & Smart Digital Classroom, tasks uploaded via SPOT/SPADA	Information and Communication Technology in Education, Cepi Riyana, PT Sarana Panca Karya Nusa (SPKN), 2007
7	Understanding the Ethics of using Information and	Ethics of using Information and	*Asynchronous:*	150 minutes	Formulate policies/rules	*The Impact of ICT on*

No						
	Communication Technology	Communication Technology : (1) International ICT Ethics, (2) Ethics according to the law, (3) Institutional Regulations, etc.	Self study via spot.upi.edu *Method:* Questions and answers and doing assignments Group Discussions, showing case studies of forms of ICT violations in Indonesia and Discussion by Lecturers		related to the use of ICT in an educational institution or unit	*Literacy Education.*Edited by Richard Andrews. RoutledgeFalmer, 2004
8	**MIDTERM EXAM**					
9	Understand the Concept of Learning Media	Learning Media Concept	*Synchronous:* Conduct online lectures via zoom meeting *Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments Lecturer Presentation (expository), Class Presentation and Questions and Answers	150 minutes	Make an Analysis of at least 5 Definitions of Learning Media from various sources	Learning Media, The Nature of Development of Utilization and Assessment, Rudi Susilana, Cepi Riyana, 2016
10	Describe the various characteristics of conventional & digital learning media	Characteristics of learning media; (1) Benefits (2) Advantage (3) Disadvantages	*Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	Make an analysis table, comparative study: Conventional and Digital Media	Learning Media, The Nature of Development of Utilization and Assessment, Rudi Susilana, Cepi Riyana, 2016

	SEMESTER LEARNING PLAN		No. Document	:	
			Revision	:	Number 1
	Course Name		Date	:	28 Oct 2021
	ICT Literacy and Learning Media		Page	:	1. from .. Pages
Made by:		Checked by:		Approved by:	
Dr. Yulia Rahmawati, M.Sc.		**Dr. Rita Patriasih, M.Si**		**Dr. Yulia Rahmawati, M.Sc.**	
NIP.19670720 199303 2 001		NIP. 19700811199802 2 002		NIP.19670720 199303 2 001	
Lecturer		**TPK**		**head of the study program**	

11	Analyzing Types of Learning Media	Types of Learning Media (Taxonomy Media): (1) Electronic, (2) Graphics, (3) Simple Media, (4) Realia;	*Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	Learn Tutorials on How to Make Effective Presentations and make good presentation products (standard)	Instructional Technology and Media for Learning, Sharon Smaldino, Pearson, 2013
12	Analyzing the Concepts and Characteristics of ICT-Based Learning Media	ICT-Based Learning Media: (1) Concept (2) Advantage (3) ICT-based learning findings (4) Digital Technology Trends (VR.AR, MR)	*Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	(1) Study independently tutorials for Making Learning Vlogs, (2) Create Vlog products with the theme "Education & Education for the Community" Duration 5 minutes. (3) Assignments are uploaded to SPOT/SPADA	Information and Communication Technology-Based Learning, Rusman, Deni Kurniawan, Cepi Riyana, Rajawali, 2011
13	Analyzing ICT-Based Learning Models	ICT-Based Learning Models (1) e-learning (2) Teaching Aids, (3) Mobile Learning, (4) CBI/CAI (5) Presentation Media	*Synchronous:* Conduct online lectures via zoom meeting *Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	Creating Multimedia Resources Sharing in Educational Blog format	Information and Communication Technology-Based Learning, Rusman, Deni Kurniawan, Cepi Riyana, Rajawali, 2011
14	Analyzing Learning Media Selection Procedures	ASSURE Model Media Selection Procedure	*Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	Creating lesson plans/RPS that integrate the ASSURE model in learning practices	Online Learning Production, Cepi Riyana, Open University, 2019

	SEMESTER LEARNING PLAN	No. Document	:	
		Revision	:	Number 1
	Course Name	Date	:	28 Oct 2021
	ICT Literacy and Learning Media	Page	:	1. from .. Pages

Made by:	Checked by:	Approved by:
Dr. Yulia Rahmawati, M.Sc.	**Dr. Rita Patriasih, M.Si**	**Dr. Yulia Rahmawati, M.Sc.**
NIP.19670720 199303 2 001	NIP. 19700811199802 2 002	NIP.19670720 199303 2 001
Lecturer	**TPK**	**head of the study program**

15	Analyzing ICT-Based Media Development Procedures	Media Development Procedure: (1) Pre-Production and Post-Production (2) System Approach Media Production Model (3) ASSETS Model (4) ACTION Model	*Synchronous:* Conduct online lectures via zoom meeting *Asynchronous:* Self study via spot.upi.edu *Method:* Questions and answers and doing assignments	150 minutes	Make a script (script) one type of learning media. Assignments are uploaded to SPOT/SPADA	Online Learning Production, Cepi Riyana, Open University, 2019
16	*FINAL EXAMS*					

6. References

1) Information Literacy Competency Standards for Higher Education, American Library Association, 2000
2) Framework for Information Literacy for Higher Education, The Association of College & Research Libraries, 2015
3) The Impact of ICT on Literacy Education. Edited by Richard Andrews. RoutledgeFalmer, 2004
4) ICT and Literacy: Information and Communication Technology, Media Reading and Writing, Nicky Gemble, 2000
5) Learning Media, The Nature of Development of Utilization and Assessment, Rudi Susilana, Cepi Riyana, 2016
6) Information and Communication Technology in Education, Cepi Riyana, PT Sarana Panca Karya Nusa (SPKN), 2007
7) Information and Communication Technology-Based Learning, Rusman, Deni Kurniawan, Cepi Riyana, Rajawali, 2011
8) E-learning Concept and Implementation, Ishak Abdulhak, Cepi Riyana, UPI Press, 2018
9) Online Learning Production, Cepi Riyana, Open University, 2019
10) ICT Competences Framework for Teachers, UNESCO, 2028
11) Instructional Technology and Media for Learning, Sharon Smaldino, Pearson, 2013
12) PINTAR Book of Effective Searching Techniques on the Internet, Elekmedia Computindo, 2018

7. Teaching Materials (Appendix 1)
In the form of books, handouts, or presentation materials (Powerpoint)

8. Assessment Instruments (Appendix 2)
Contains questions for UTS, UAS, Quiz, Performance Assessment Format, Observation Format in the form of an Assessment Rubric