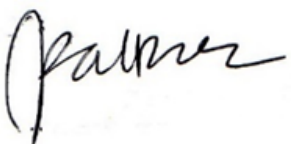
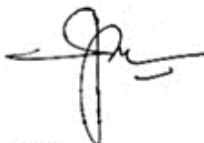

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Supporting Lecturer	KBK Prodi	Chairwoman of Study Program


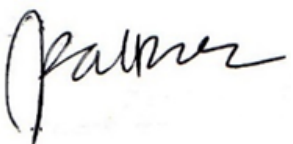
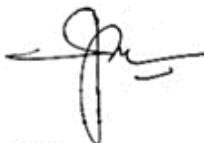

SEMESTER LESSON PLAN (RPS)

1. Course Identity

Name of Study Program	: Culinary Education
Name of Course	: Computer Application
Code of Course	: BG 301
Group of Course	: MKKIPS
SKS weight	: 2 SKS (Semester Credit Unit)
Level	: S-1
Semester	: Odd
Prerequisite	: -
Status (mandatory/optional)	: Mandatory
Lecturer name and code	: Dr. Rita Patriasih, S.Pd., M.Si Dr. Ai Mahmudatussa'adah, M.Si

2. Course Description

This is a Study Program Expertise Course (MKKIPS) to be taken by undergraduate students of the Culinary Education study program. Learning activities are in the form of mastery of competencies related to operating and applying Microsoft office programs (Ms-Word, PPT, Ms-Excel, Ms-Publisher), and graphic design programs (Photoshop and Corel Draw). Through expository learning experiences and competency-based learning approaches, students are expected to be able to understand, operate and directly apply Microsoft Office programs and graphic design programs in the culinary field. Students can apply the internet for learning and can apply computers that are beneficial for supporting businesses in the culinary field. Learning emphasizes activities with direct practice individually with assessment of learning

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outcomes carried out through UTS, UAS, structured assignments, independent assignments, and attendance.


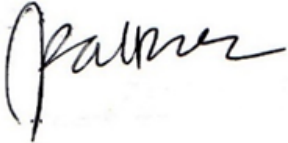


3. Study Program Learning Outcomes (SPLO)

- S. Demonstrate scientific, educative, and religious attitudes and behaviors contributing to improving the quality of life in society, nation, and state based on academic norms and ethics.
- P1. Proficient in the theoretical concepts of educational science, strategy, lesson planning, media, methodology and evaluation of learning and educational psychology
- Can apply logical, critical, systematic, and innovative thinking in the context of science and technology development or implementation that pays attention to and applies humanities values corresponding to their area of expertise;
- KK2. Can apply Information and Communication Technology as well as Literacy in Planning, Implementation, and Evaluation of Gastronomic Learning Outcomes


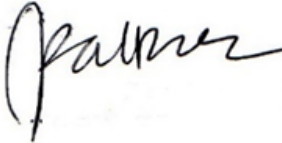


4. Course Learning Outcomes (CLO)

- M1 Understand Introduction to Computer Fundamentals
- M2 Operate and apply graphic design using Microsoft Word program
- M3 Operate and apply Microsoft Excel program
- M4 Operate and apply Microsoft Power Point program
- M5 Operate and apply Microsoft Publisher program
- M6 Operate and apply Adobe Photoshop
- M7 Operate and apply Corel Draw


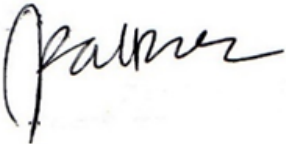
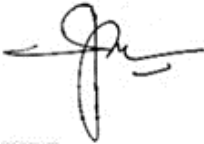

5. Description of Learning Plan

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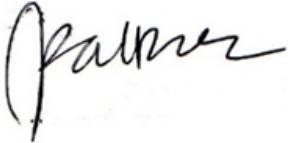


Meeti ng	Sub-CLO/Learning Indicators	Modules Study Modules/Teaching Modules	Learning Method Approach	Time	Student Learning Experience	Evaluation	References
1.	Sub-CLO: M1 Understanding Introduction to Computer Fundamentals Indicators 1. Can explain the basic concepts of Computer Applications (C1) 2. Can describe computer history (C2) 3. Can distinguish computer devices (C2) 4. Can classify computer equipment (C3)	1. Basic Concepts of Computer Applications 2. Computer History 3. Hardware 4. Software	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i> Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments.	100'	Searching some learning resources related to the courses that are taught to be consulted with the lecturer Oral quiz and end of class		Ali Zaki. (2010). Computer Hardware Guide: Complete Guide for those who want to know the latest developments in computer hardware. Publisher: Andi. Jubile Enterprise. <i>Microsoft</i>

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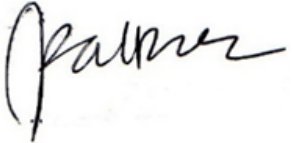


							<i>Office PowerPoint 2007. Publisher: Elex Media. 2017 Jubilee Enterprise. MS Office Komplet. Publisher: Elex Media. 2017 Wahana Komputer. Microsoft Office 2013 Book. Publisher : Andi. 2015</i>
2.	Sub-CLO:	Introduction to graphic design applications in	<i>Synchronous:</i>	100'	Listening to the lecturer's		Madcoms. (2013). You

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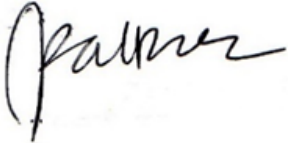


	M3 Operate and apply Microsoft Excel program Indicators: 1. Can run graphical operating system using Microsoft Word (C3) program 2. Can follow the operating steps of Microsoft Word program. (A1) 3. Can operate MS Word system (P3) 4. Can operate basic layout settings (P3)	Microsoft Word program. 1. Introduction to the Microsoft Word program 2. Basic Settings and Basic Layout.	Meeting via zoom meeting <i>Asynchronous:</i> Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments, and do exercises.		explanation, doing individual application exercises.	Can Do It!! Self-Study Microsoft Word 2013. Publisher: Andi. - Jubilee Enterprise. (2016). MS Word and MS Excel Basics for Beginners. Publisher: Elex Media Komputindo. Arista Prasetyo Adi. <i>The Best Tips & Trick MS Office:</i>
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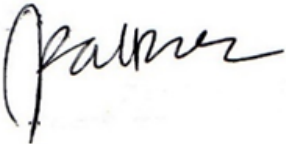
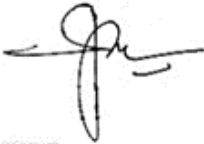

							<i>Word.</i> Publisher: Elex Media Komputindo. 2017. Madcoms. Quick & Easy Self-Study Microsoft Word 2013. Publisher: Andi. 2015
3	Sub-CLO: M3 Operate and apply Microsoft Excel program Indicators: 1. Can make graphic designs using MS Word (C6) program	Graphic design application using Microsoft Word program	<i>Asynchronous:</i> Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures,	100'	Practice applying the MS Word program		- Madcoms. (2013). You Can Do It!! Self-Study Microsoft Word 2013.

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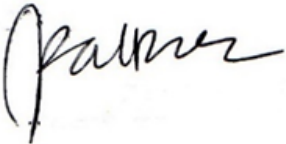
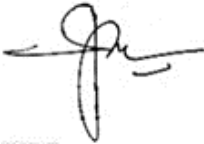

	2. Can combine several graphic design elements in MS Word (A4) program 3. Can design graphics using MS Word (P5) program	discussions, questions and answers, and complete assignments. Doing exercises and problem solving.				Publisher: Andi. - Jubilee Enterprise. (2016). MS Word and MS Excel Basics for Beginners. Publisher: Elex Media Komputindo. Arista Prasetyo Adi. <i>The Best Tips & Trick MS Office: Word.</i> Publisher: Elex Media
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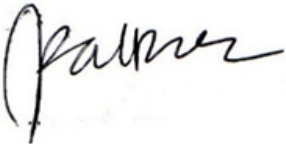
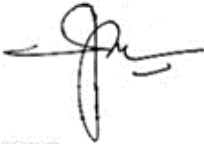

							Komputindo. 2017. Madcoms. Quick & Easy Self-Study Microsoft Word 2013. Publisher: Andi. 2015
4	Sub-CLO: M4 Operate and apply Microsoft Power Point program Indicators: 1. Can run formula operating system using MS Excel (C3) program	Introduction and practice on the MS Excel program 1. Excel program introduction 2. Reading Tables, Using Formulas, and Logical Functions	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i> Self study via spot.upi.edu Competency-based approach. Concepts are conveyed	100'	Listening to explanations from lecturers and practicing excel applications		- Jubilee Enterprise. (2016). MS Word and MS Excel Basics for Beginners. Publisher: Elex Media Komputindo.

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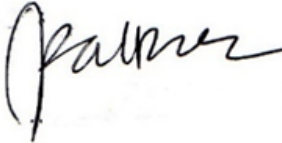


	2. Can follow the operating steps of the MS Excel program. (A1) 3. Can operate formulas and logical functions in MS Excel (P3)		through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.			- Arista Prasetyo Adi. The Best Tips & Trick MS Office: Excel. Publisher: Elex Media Komputindo. 2017. - Krisna Busana Karya. Quick Tips to Build a Database Using Microsoft Excel.
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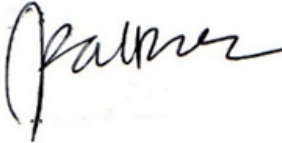


							Publisher: Andi. 2011 - Suliyanto. Statistic analysis: Practical Approach with Microsoft Excel (+CD). Publisher: Andi. 2012
5	Sub-CLO: M4 Operate and apply Microsoft Power Point program Indicators:	Graphic design applications and formulas using the MS Excel program: 4. Use of mathematical formula functions	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i> Self study via spot.upi.edu	100'	Listening to the lecturer's explanation, operating an excel application to calculate the		- Jubilee Enterprise. (2016). MS Word and MS Excel Basics for

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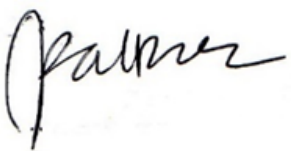


	1. Can combine formulas for mathematical functions in the MS Excel (C6) program 2. Can combine formulas for MS Excel program (P4) 3. Can make graphs (P4)	5. Graphic creation and layout	Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.		analysis of food exchangers, making graphs of value and sales results		Beginners. Publisher: Elex Media Komputindo. - Arista Prasetyo Adi. <i>The Best Tips & Trick MS Office: Excel.</i> Publisher: Elex Media Komputindo. 2017. - Krisna Busana Karya. <i>Quick Tips to Build a Database Using</i>
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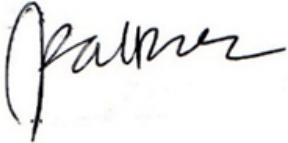


							Microsoft Excel. Publisher: Andi. 2011 - Suliyanto. Statistic analysis: Practical Approach with Microsoft Excel (+CD). Publisher: Andi. 2012
6	Sub-CLO: M5 Operate and apply Microsoft Publisher program	Introduction and operation of Microsoft Powerpoint program.	<i>Asynchronous:</i> Self study via spot.upi.edu	100'	Powerpoint application practices Make a personal profile		- Djoko Pramono A practical guide to

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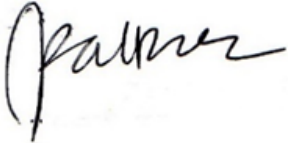


	Indicators: 1. Can run Microsoft Powerpoint (C3) program operating system 2. Can follow the operating steps of the Microsoft Powerpoint program. (A1) 3. Can make presentation designs (C6)	1. Introduction to Powerpoint and Presentation Basics. 2. Editing and Formatting Presentations.	Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.		presentation by inserting animation elements in powerpoint		making presentations with Microsoft Power Point. Yogyakarta: Andi and Wahana Komputer. 2003. - Madcoms R&D Division.. - Microsoft Powerpoint. Madcoms and Andi Publisher :
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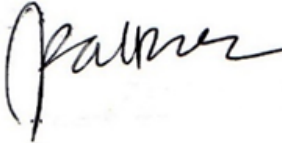


							Yogyakarta. 2002
7	Sub-CLO: M5 Operate and apply Microsoft Publisher program Indicators: 1. Can combine graphic elements in presentation design (C6) 2. Can combine animation and multimedia in presentation design (P4)	Graphic design applications and formulas using the Microsoft Powerpoint program: 1. Working with Graphics 2. Work on animation and Multimedia.	<i>Asynchronous:</i> Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.	100'	Powerpoint application practices Make a personal profile presentation by inserting animation elements in powerpoint		- Madcoms. Completely Discuss Microsoft PowerPoint 2016. Publisher: Andi. 2016 - Madcoms. <i>Complete Guide Series: Microsoft Office Powerpoint 2007.</i> Andi Publisher 2017.

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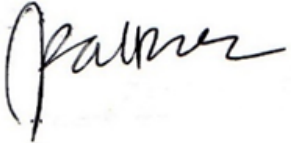


							- Madcoms. More Powerful Multimedia Presentations Using Mcrosoft Powerpoint. Publisher: Andi. 2017
8	U T S			100'			
9	Sub-CLO: M6 Operate and apply Adobe Photoshop Indicators: 1. Can run Microsoft Publisher (C3)	Introduction and operation of the Microsoft Publisher program. a. Introduction to publishers and the basics of operation	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i> Self study via spot.upi.edu	100'	Publisher implementation practices		Madcoms. Completely Discuss Microsoft PowerPoint 2016. Publisher: Andi. 2016

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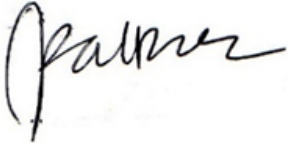


	program operating system 2. Can follow the operating steps of the Microsoft Publisher program. (A1) 3. Can design labels and covers (C6)	b. Publisher application designs labels and covers	Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.				Madcoms. <i>Complete Guide Series: Microsoft Office Powerpoint 2007</i> . Andi Publisher 2017. Madcoms. <i>More Powerful Multimedia Presentations Using Microsoft Powerpoint</i> . Publisher: Andi. 2017
10	Sub-CLO: M6 Operate and apply Adobe Photoshop	Practice operating the Microsoft Publisher program:	<i>Asynchronous:</i> Self study via spot.upi.edu	100'	Design making practices: - CD cover		

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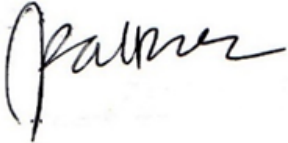


	Indicators: 1. Can design posters and leaflets (C6) 2. Can combine several graphic design elements for posters and leaflets (A4) 3. Can combine graphic elements in poster and leaflet designs (C6) 4. Can combine graphic elements in poster and leaflet designs (P4)	a. Publisher application for designing posters b. Publisher application for designing posters	Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.		- CD labels - Calendar - Leaflet		
11	Sub-CLO: M7 Operate and apply Corel Draw Indicators:	Practice and theory for operating the Adobe Photoshop program	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i>	100'	Students listen to the explanation and practice of operating Photoshop		Madcoms. (2012) Adobe Photoshop CS6 For Beginners.

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Supporting Lecturer	KBK Prodi	Chairwoman of Study Program


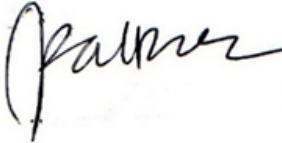


<ol style="list-style-type: none"> 1. Can run Adobe Photoshop (C3) program operating system 2. Can follow the operating steps of the Adobe Photoshop (A1) program 3. Can manipulate photos (P2) 	<ol style="list-style-type: none"> 1. Introduction to Adobe Photoshop and basic operations 2. Editing photo 	Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.	Publisher: Andi. Wahana Komputer. Adobe Photoshop CS5 for Professional Photo Manipulation. Publisher : Andi. 2011 Jubilee Enterprise. Complete Adobe Photoshop. Publisher: Elex Media Computindo.2017
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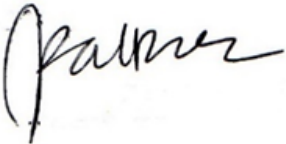
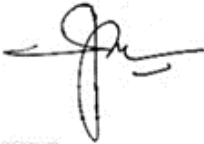

							Mdcom. Adobe Photoshop CS6 For Beginner. Publisher: Andi. 2017 Alfa Hartoko. Super-Express Mastering Photoshop and CorelDraw. Publisher: Elex Media Computindo. 2017
12	Sub-CLO: M7 Operate and apply Corel Draw Indicators:	Practice and theory for operating the Adobe Photoshop program	<i>Asynchronous:</i> Self study via spot.upi.edu	100'	Create designs with editor principles and combine multiple photos		Madcoms. (2012) Adobe Photoshop CS6 For Beginners.

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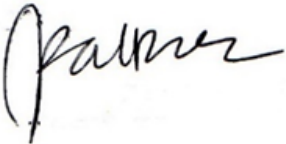
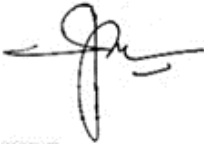

	1. Can combine several graphic design elements in photos (A4) 2. Can combine graphic elements in photos (C6) 3. Can combine graphic elements in photos (P4)	1. Introduction to Adobe Photoshop and basic operations 2. Editing photo	Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.			Publisher: Andi. Wahana Komputer. Adobe Photoshop CS5 for Professional Photo Manipulation. Publisher : Andi. 2011 Jubilee Enterprise. Complete Adobe Photoshop. Publisher: Elex Media Computindo.20 17
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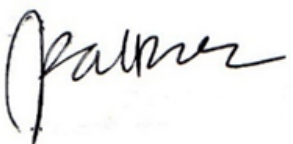
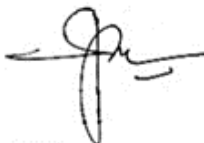

							Mdcom. Adobe Photoshop CS6 For Beginner. Publisher: Andi. 2017 Alfa Hartoko. Super Fast Mastering Photoshop and CorelDraw. Publisher: Elex Media Computindo. 2017
13	Sub-CLO: M7 Operate and apply Corel Draw Indicators:	Practice and theory for operating the Corel Draw program	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i>	100'	Students listen to explanations and practice operating Corel Draw		Wahana Komputer. 25 Professional Techniques for Creating

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	<ol style="list-style-type: none"> 1. Can run the Corel Draw (C3) program operating system 2. Can follow the operating steps of the Corel Draw (A1) program 3. Can design packaging design (P2) 		Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.			Vector Graphics With Coreldraw X6, Logo Creations, Text Effects, Icons, Object Illustrations & Wallpaper. Publisher: Andi. 2013 Jubilee Enterprise. Proficient in Graphic Design with CorelDraw. Publisher: Elex Media Computindo. 2018
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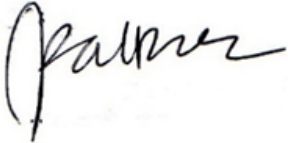


14	Sub-CLO: M7 Operate and apply Corel Draw Indicators: 1. Can combine several elements of graphic design in packaging design (A4) 2. Can combine graphic elements in packaging design (C6) 3. Can combine graphic elements in packaging design (P4)	Practice operating the Corel Draw program	<i>Asynchronous:</i> Self study via spot.upi.edu Competency-based approach. Concepts are conveyed through lectures, discussions, questions and answers, and complete assignments. Doing exercises and problem solving.	100'	Make design: - Leaflet - Packaging - Calendar	Wahana Komputer. 25 Professional Techniques for Creating Vector Graphics With Coreldraw X6, Logo Creations, Text Effects, Icons, Object Illustrations & Wallpaper. Publisher: Andi. 2013 Jubilee Enterprise. Proficient in Graphic Design with CorelDraw. Publisher: Elex Media
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							Computindo. 2018
15	Lecture Review	Lecture Review	<i>Synchronous:</i> Meeting via zoom meeting <i>Asynchronous:</i> Self study via spot.upi.edu Concepts delivered through lectures, discussions, questions and answers	100	Listening and getting reinforcement		
16	UAS	UAS		100'			

2. References

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2. Arista Prasetyo Adi. The Best Tips & Trick MS Office: Word. Penerbit: Elex Media Komputindo. 2017.

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12. Wahana Komputer. 25 Teknik Profesional Bikin Vektor Grafis Dengan Coreldraw X6, Kreasi Logo, Efek Teks, Ikon, Ilustrasi Benda & Wallpaper. Penerbit: Andi. 2013
13. Wahana Komputer. Buku Microsoft Office 2013. Pernerbit: Andi Ofset. 2015
14. Wahana Komputer. 25 Teknik Profesional Bikin Vektor Grafis Dengan Coreldraw X6, Kreasi Logo, Efek Teks, Ikon, Ilustrasi Benda & Wallpaper. Penerbit: Andi. 2013
15. Wahana Komputer. Buku Microsoft Office 2013. Pernerbit: Andi Ofset. 2015

3. Appendixes
 - Appendix 1. Teaching Modules
 - Appendix 2. Media
 - Appendix 3. Assessment Instrument



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