

Laporan Berita Acara Perkuliahan

Periode : 2022/2023 Ganjil
Mata Kuliah : MJN360 - KOMUNIKASI BISNIS
Beban SKS : 3 sks
Kampus : Jakarta
Kelas : 06 Reguler
Jenis Kuliah : Blended
Dosen Pengampu : MUHAMMAD RAMADITYA (Koordinator), MUHAMMAD IKHSAN
Jumlah Peserta : 25
Jumlah Pertemuan : 16

Pertemuan 1

Waktu : 28-09-2022 08:00:00 s/d 04-10-2022 20:00:00
Judul : Understanding Business Communication in Today's Workplace
Deskripsi : 1. Define communication and explain the importance of effective business communication. 2. Explain what it means to communicate as a professional in a business context. 3. Describe the communication process model and explain how social media are changing the nature of business communication. 4. Define ethics, explain the difference between an ethical dilemma and an ethical lapse, and list six guidelines for making ethical communication choices. 5. Explain how cultural diversity affects business communication and describe the steps you can take to communicate more effectively across cultural boundaries. 6. List four general guidelines for using communication technology effectively. Room Class STEI02 Access Code d77d08
Kehadiran Mahasiswa : 40.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Understanding Business Communication in Today's Workplace	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
1	Understanding Business Communication in Today's Workplace (Room Class STEI02 Access Code d77d08)	1. Describe the communication process model, and explain how social media are changing the nature of business communication. 2. Define communication, and explain the importance of effective business communication.	13

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 2

Waktu : 05-10-2022 08:00:00 s/d 11-10-2022 20:00:00

Judul : Communicating in Teams : Listening, Nonverbal and Meeting Skills

Deskripsi : 1 List the advantages and disadvantages of working in teams and describe the characteristics of effective teams. 2 Offer guidelines for collaborative communication, identify major collaboration technologies, and explain how to give constructive feedback. 3 List the key steps needed to ensure productive team meetings and identify the most common meeting technologies. 4 Describe the listening process and explain how good listeners overcome barriers at each stage of the process. 5 Explain the importance of nonverbal communication and identify six major categories of nonverbal expression. 6 Explain the importance of business etiquette and identify the three key areas in which good etiquette is essential.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Communicating in Teams : Listening, Nonverbal and Meeting Skills	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
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1	Communicating in Teams : Listening, Nonverbal and Meeting Skills	<p>1. Describe the listening process, and explain how good listeners overcome barriers at each stage of the process</p> <p>2. Explain the importance of nonverbal communication, and identify six major categories of nonverbal expression</p>	9
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3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 3

Waktu : 12-10-2022 08:00:00 s/d 18-10-2022 20:00:00

Judul : Planning Business Messages

Deskripsi : 1 Describe the three-step writing process and explain why it will help you create better messages in less time. 2 Explain what it means to analyze the situation when planning a message. 3 Describe the techniques for gathering information for simple messages and identify three attributes of quality information. 4 Compare the four major classes of media and list the factors to consider when choosing the most appropriate medium for a message. 5 Explain why good organization is important to both you and your audience and explain how to organize any business message.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Planning Business Messages	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
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Tidak ada Forum

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok	Tugas PPT kelompok (make a business idea) and ppt theory	Tugas Individu	3	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 4

Waktu : 19-10-2022 08:00:00 s/d 25-10-2022 20:00:00

Judul : Writing Business Message

Deskripsi : 1 Identify the four aspects of being sensitive to audience needs when writing business messages. 2 Explain how establishing your credibility and projecting your company's image are vital aspects of building strong relationships with your audience. 3 Explain how to achieve a tone that is conversational but businesslike, explain the value of using plain language, and define active and passive voice. 4 Describe how to select words that are not only correct but also effective. 5 Define the four types of sentences and explain how sentence style affects emphasis within a message. 6 Define the three key elements of a paragraph and list five ways to develop coherent paragraphs. 7 Identify the most common software features that help you craft messages more efficiently.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Writing Business Message	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
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1	Writing Business Message	<p>1. Define the four types of sentences and explain how sentence style affects emphasis within a message</p> <p>2. Define the three key elements of a paragraph and list five ways to develop coherent paragraphs</p>	9
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3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Berkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Berkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 5

Waktu : 26-10-2022 08:00:00 s/d 01-11-2022 20:00:00

Judul : Completing Business Messages

Deskripsi : 1 Discuss the value of careful revision and describe the tasks involved in evaluating your first drafts and the work of other writers. 2 List four techniques you can use to improve the readability of your messages. 3 Describe the steps you can take to improve the clarity of your writing and give four tips on making your writing more concise. 4 Identify four software tools that can help you revise messages and explain the risks of using them. 5 List four principles of effective design and explain the role of major design elements in document readability. 6 Explain the importance of proofreading and give six tips for successful proofreading. 7 Discuss the most important issues to consider when distributing your messages.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Completing Business Messages	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok (ppt business idea)	PPT kelompok	Tugas Individu	3	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 6

Waktu : 02-11-2022 08:00:00 s/d 08-11-2022 20:00:00

Judul : Crafting Messages for Electronic Media

Deskripsi : 1 Identify the major electronic media used for brief business messages and describe the nine compositional modes needed for electronic media. 2 Describe the use of social networks in business communication. 3 Explain how companies and business professionals can use information and media sharing websites. 4 Describe the evolving role of email in business communication and explain how to adapt the three-step writing process to email messages. 5 Describe the business benefits of instant messaging (IM), and identify guidelines for effective IM in the workplace. 6 Describe the use of blogging and microblogging in business communication, and briefly explain how to adapt the three-step process to blogging. 7 Explain how to adapt the three-step writing process for podcasts.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Crafting Messages for Electronic Media	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
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1	Crafting Messages for Electronic Media	1. Describe the use of blogging and micblogging in business communication 2. Identify the major electronic media used for brief business messages and describe the nine compositional modes needed for electronic media	9
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3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Berkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Berkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 7

Waktu : 09-11-2022 08:00:00 s/d 15-11-2022 20:00:00

Judul : Writing Routine and Positive Messages

Deskripsi : 1 Outline an effective strategy for writing routine business requests. 2 Describe three common types of routine requests. 3 Outline an effective strategy for writing routine replies and positive messages. 4 Describe six common types of routine replies and positive.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Writing Routine and Positive Messages	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok (ppt business idea)	Tugas kelompok (diupload secara individu)	Tugas Individu	4	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 8

Waktu : 16-11-2022 08:00:00 s/d 16-11-2022 12:00:00

Judul : UJIAN TENGAH SEMESTER KOMUNIKASI BISNIS

Deskripsi : UJIAN TENGAH SEMESTER KOMUNIKASI BISNIS DURASI 4 JAM

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
Tidak ada Materi Kuliah				

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
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4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata- rata
1	UJIAN TENGAH SEMESTER KOMUNIKASI BISNIS	UJIAN TENGAH SEMESTER KOMUNIKASI BISNIS	UTS	14	239 menit	41.28

Pertemuan 9

Waktu : 23-11-2022 08:15:00 s/d 29-11-2022 20:00:00

Judul : Writing Negative Messages

Deskripsi : 1 Apply the three-step writing process to negative messages. 2 Explain how to use the direct approach effectively when conveying negative news. 3 Explain how to use the indirect approach effectively when conveying negative news and explain how to avoid ethical problems when using this approach. 4 Describe successful strategies for sending negative messages on routine business matters. 5 Describe successful strategies for sending negative employment-related messages. 6 List the important points to consider when conveying negative organizational news. 7 Describe an effective strategy for responding to negative information in a social media environment

Kehadiran
Mahasiswa : 24.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Writing Negative Messages	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
1	Writing Negative Messages	1. Explain how to use the indirect approach effectively when conveying negative news and explain how to avoid ethical problems when using this approach 2. Describe successful strategies for sending negative messages on routine business matters	6

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 10

Waktu : 30-11-2022 08:00:00 s/d 06-12-2022 20:00:00

Judul : Writing Persuasive Messages

Deskripsi : 1 Apply the three-step writing process to persuasive messages. 2 Describe an effective strategy for developing persuasive business messages. 3 Identify the three most common categories of persuasive business messages. 4 Describe an effective strategy for developing marketing and sales messages, explain how to modify this approach for social media, and identify steps you can take to avoid ethical lapses in marketing and sales messages.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Writing Persuasive Messages	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok	Tugas ppt materi dan video (positip dan negative message)	Tugas Individu	1	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 11

Waktu : 07-12-2022 08:00:00 s/d 13-12-2022 20:00:00

Judul : Writing and Completing Reports and Proposals

Deskripsi : 1 List the topics commonly covered in the introduction, body, and close of informational reports, analytical reports, and proposals 2 Identify six guidelines for drafting effective website content and offer guidelines for becoming a valuable wiki contributor 3 Discuss six principles of graphic design that can improve the quality of your visuals and identify the major types of business visuals 4 Summarize the four tasks involved in completing business reports and proposals

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Writing and Completing Reports and Proposals	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
1	Writing and completing reports and proposals	1. List the topics commonly covered in the introduction, body, and close of informational reports, analytical reports and proposals 2. Describe the AIDA model for persuasive messages 3. Compare the direct and indirect approaches for negative messages	8

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
Tidak ada Tugas					

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 12

Waktu : 21-12-2022 08:00:00 s/d 27-12-2022 20:00:00

Judul : Developing oral and online presentation

Deskripsi : 1 Highlight the importance of presentations in your business career and explain how to adapt the planning step of the three-step process to presentations. 2 Describe the tasks involved in developing a presentation. 3 Describe the six major design and writing tasks required to enhance your presentation with effective visuals. 4 Outline three special tasks involved in completing a presentation. 5 Describe four important aspects of delivering a presentation in today's social media environment.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Developing oral and online presentation	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok	Tugas PPT Kelompok	Tugas Individu	1	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 13

Waktu : 21-12-2022 08:00:00 s/d 27-12-2022 20:00:00

Judul : Building careers and writing resumes

Deskripsi : 1 List eight key steps to finding the ideal opportunity in today's job market. 2 Explain the process of planning your resume, including how to choose the best resume organization. 3 Describe the tasks involved in writing your resume and list the sections to consider including in your resume. 4 Characterize the completing step for resumes, including the six most common formats in which you can produce a resume.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Building careers and writing resumes	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok	Tugas PPT Kelompok	Tugas Individu	2	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 14

Waktu : 28-12-2022 11:45:00 s/d 03-01-2023 20:00:00

Judul : Applying and Interviewing for Employment

Deskripsi : Explain the purposes of application letters and describe how to apply the AIDA organizational approach to them. Describe the typical sequence of job interviews, the major types of interviews, and the attributes employers look for during an interview. List six tasks you need to complete to prepare for a successful job interview. Explain how to succeed in all three stages of an interview. Identify the most common employment messages that follow an interview and explain when you would use each one.

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
1	Applying and Interviewing for Employment	Materi	EBOOK	Power Point

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Berkumpul	Nilai Rata-rata
1	Tugas PPT Kelompok	Tugas PPT Kelompok	Tugas Individu	5	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Berkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 15

Waktu : 04-01-2023 08:00:00 s/d 10-01-2023 20:00:00

Judul : Interviewing role and writing resume

Deskripsi : Interviewing role and writing resume

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
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Tidak ada Materi Kuliah

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
1	Tugas Individu (membuat resume)	Tugas Individu (membuat resume)	Tugas Individu	12	0.00

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Terkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

Pertemuan 16

Waktu : 24-09-2022 20:24:31 s/d 24-09-2022 20:24:31

Judul :

Deskripsi :

Kehadiran Mahasiswa : 0.00 %

1. Materi Kuliah

No	Judul	Deskripsi	Jenis Materi	Jenis File
Tidak ada Materi Kuliah				

2. Forum

No	Judul	Deskripsi	Peserta Aktif
Tidak ada Forum			

3. Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah File Terkumpul	Nilai Rata-rata
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Tidak ada Tugas

4. Ujian

4.1 Metode Pengerjaan Soal

No	Judul	Jenis	Durasi	Nilai Rata-rata
Tidak ada Ujian				

4.2 Metode Pengumpulan File

No	Judul	Deskripsi	Jenis	Jumlah File Berkumpul	Durasi	Nilai Rata-rata
Tidak ada Ujian						

....., 05-09-2023

Disetujui

Muhammad Ramaditya, BBA., M.Sc
NIP

Jumlah Pertemuan Presensi Mahasiswa

Semester 2022/2023 Ganjil
 Kode MJN360/6
 Mata Kuliah KOMUNIKASI BISNIS
 Kampus Jakarta

Mata Kuliah Lab Tidak
 Jumlah SKS 3
 Pengajar MUHAMMAD IKHSAN

No.	NIM	Nama Mahasiswa	Tanggal Pertemuan													Jumlah Absen	Jumlah Hadir		
			28-09-2022 Sesi 1	05-10-2022 Sesi 1	12-10-2022 Sesi 1	19-10-2022 Sesi 1	26-10-2022 Sesi 1	02-11-2022 Sesi 1	09-11-2022 Sesi 1	16-11-2022 Sesi 1	23-11-2022 Sesi 1	30-11-2022 Sesi 1	07-12-2022 Sesi 1	21-12-2022 Sesi 1	28-12-2022 Sesi 1			04-01-2023 Sesi 1	11-01-2023 Sesi 1
1	11190000096	MUHAMMAD FIKRI BAIHAQI HADJAR	✓	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✗	✓	✗	✓	4	11 (73.33%)
2	11200000020	AYU PUTRI FEBRIANI	✗	✗	✗	✓	✓	✓	✗	✓	✗	✗	✓	✗	✓	✓	✓	7	8 (53.33%)
3	11200000150	TSABITAH HELWIYAH	✗	✗	✗	✓	✓	✓	✗	✓	✗	✗	✓	✗	✓	✓	✓	7	8 (53.33%)
4	11210000052	SITI SHINTA WULANDARI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		15 (100.00%)
5	21170000173	NIKEN ARUM AGGRAYANI	✗	✗	✓	✓	✓	✓	✓	✓	✗	✓	✓	✗	✓	✓	✓	4	11 (73.33%)
6	21180000008	INDAH NURAINI	✗	✗	✗	✓	✓	✓	✓	✓	✗	✗	✓	✓	✓	✓	✓	5	10 (66.67%)
7	21187000522	YUSUF ABDURRAHMAN	✓	✗	✓	✓	✓	✓	✗	✓	✗	✗	✓	✗	✓	✗	✓	6	9 (60.00%)
8	21190000061	MUHAMMAD DENISH ZYVANKA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	1	14 (93.33%)
9	21190000079	REZA DICKY CAHYADI	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	1	14 (93.33%)
10	21190000103	VIONIKA PUTRI CAHYANI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		15 (100.00%)
11	21190000229	MARIA ANDRIANI MEDHO	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	1	14 (93.33%)
12	21190000253	SELFIA DELA FEBRIYANTI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		15 (100.00%)
13	21190000255	DWI WULANDARI	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	1	14 (93.33%)
14	21190000259	SAFITRI AYUNING TYAS	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		15 (100.00%)
15	21190000302	NISRINA SELITA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		15 (100.00%)
16	21190600067	RISTA AYU SARUMPAET	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		15 (100.00%)
17	21200000066	RIFQAH JIHAN DAFFA	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
18	21200000072	DINDA APRILLIA FAUZIAH	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
19	21200000096	MUHAMMAD RAFLI WIDAYANTO	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
20	21200000102	FRISCHA TRISYADI	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
21	21200000103	DORAN PANJI MUSTIKO JATI	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
22	21200000127	ALFIYAH QOTRUNNIDA	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
23	21200000141	IMELDA ISTIANA	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
24	21200000149	ILMI ALLYA SAFA`A	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
25	21200000170	ALFIA KHAIRUN NISA	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
26	21200000184	IVAN MAULANA MUKTI	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
27	21200000186	MELYAN EKA LARASATI	✗	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	✓	✓	✓	3	12 (80.00%)
TOTAL ABSEN PERTEMUAN			15	6	3	0	0	0	16	0	18	4	0	6	0	2	0	70	

Data Nilai

Semester : 2022/2023Ganjil
 Pengajar : MUHAMMAD IKHSAN
 Status : Publish, Terkunci
 Koreksi Nilai :
 Entri Nilai :
 On Time :

Prodi : MANAJEMEN
 Kode : MJN360/6
 Mata Kuliah : KOMUNIKASI BISNIS

*Catatan : Gunakan titik atau koma untuk angka desimal. contoh : 70.05.

*Catatan : Nilai akhir akan dipublikasi oleh bagian akademik

No	NIM	Nama	KEHADIRAN (10%)	TUGAS (30%)	UAS (30%)	UTS (30%)	Nilai Akhir	Bobot	Simbol
1	11190000096	MUHAMMAD FIKRI BAIHAQI HADJAR	73.33	60	68	78	69.13	3	B
2	11200000020	AYU PUTRI FEBRIANI	53.33				5.33	4	A
3	11200000150	TSABITAH HELWIYAH	53.33				5.33	4	A
4	11210000052	SITI SHINTA WULANDARI	100	80	78	78	80.8	4	A
5	21170000173	NIKEN ARUM AGGRAYANI	73.33	75	75	78	75.73	3.5	B+
6	21180000008	INDAH NURAINI	66.67	75	75	78	75.06	3.5	B+
7	21187000522	YUSUF ABDURRAHMAN	60				6	0	E
8	21190000061	MUHAMMAD DENISH ZYVANKA	93.33	80	78	85	82.23	4	A
9	21190000079	REZA DICKY CAHYADI	93.33	80	75	78	79.23	3.75	A-
10	21190000103	VIONIKA PUTRI CAHYANI	100	80	78	80	81.4	4	A
11	21190000229	MARIA ANDRIANI MEDHO	93.33	80	75	78	79.23	3.75	A-
12	21190000253	SELFIA DELA FEBRIYANTI	100	80	78	85	82.9	4	A
13	21190000255	DWI WULANDARI	93.33	80	75	78	79.23	3.75	A-
14	21190000259	SAFITRI AYUNING TYAS	100	80	78	80	81.4	4	A
15	21190000302	NISRINA SELITA	100	80	78	78	80.8	4	A
16	21190600067	RISTA AYU SARUMPAET	100	80	78	78	80.8	4	A
17	21200000066	RIFQAH JIHAN DAFFA	80				8	4	A
18	21200000072	DINDA APRILLIA FAUZIAH	80				8	4	A
19	21200000096	MUHAMMAD RAFLI WIDAYANTO	80				8	4	A
20	21200000102	FRISCHA TRISYADI	80				8	0	E
21	21200000103	DORAN PANJI MUSTIKO JATI	80				8	3.75	A-
22	21200000127	ALFIYAH QOTRUNNIDA	80				8	3.5	B+
23	21200000141	IMELDA ISTIANA	80				8	4	A
24	21200000149	ILMI ALLYA SAFA`A	80				8	4	A
25	21200000170	ALFIA KHAIRUN NISA	80				8	3.5	B+
26	21200000184	IVAN MAULANA MUKTI	80				8	4	A
27	21200000186	MELYAN EKA LARASATI	80				8	3.5	B+
Total			2233.31	1010	989	1032	1132.63	0	
Rata-rata			82.72	37.41	36.63	38.22	41.95	0	

1 25-11-2022 s.d 01-12-2022

Batas Akhir Entri Nilai 2 24-01-2023 s.d 25-01-2023

3 24-01-2023 s.d 25-01-2023