

Laporan Berita Acara Perkuliahan

Periode : 2024/2025 Ganjil
 Mata Kuliah : MGT1328 - KOMUNIKASI BISNIS
 Beban SKS : 3 SKS
 Kelas : 4 Reguler
 Mode Kuliah :
 Jumlah Peserta : 34
 Jumlah Pertemuan : 16
 Jadwal Kelas : Kamis, 18.30-21.00 WIB
 Pengajar : Muhammad Ikhsan

Pertemuan	Hari, Tanggal	Jenis Pertemuan	Pengajar	Judul Pertemuan	Realisasi	Aktivitas Perkuliahan	Peserta Hadir	Verifikasi Peserta
1	Kamis, 26-09-2024	Online	Muhammad Ikhsan	Understanding Business Communication in Today's Workplace		[v] Materi Kuliah [] Tugas [] Kuis/Ujian [v] Forum Diskusi Online [v] Vidcon	28	Tegar Wicaksana 21237650005
2	Kamis, 03-10-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	32	Jenifer Meyer 21220600030
3	Kamis, 10-10-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Aryo Bimo Sakti 21220600003

Pertemuan	Hari, Tanggal	Jenis Pertemuan	Pengajar	Judul Pertemuan	Realisasi	Aktivitas Perkuliahan	Peserta Hadir	Verifikasi Peserta
4	Kamis, 17-10-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Aryo Bimo Sakti 21220600003
5	Kamis, 17-10-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	0	
6	Kamis, 24-10-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Audi Shifa Anggreani 21220000065
7	Kamis, 31-10-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	29	Audi Shifa Anggreani 21220000065
8	Kamis, 07-11-2024	Online	Muhammad Ikhsan			[] Materi Kuliah [] Tugas [v] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Muhammad Deni Nurrahman 21220600010

Pertemuan	Hari, Tanggal	Jenis Pertemuan	Pengajar	Judul Pertemuan	Realisasi	Aktivitas Perkuliahan	Peserta Hadir	Verifikasi Peserta
9	Kamis, 14-11-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Muhammad Haekal Bachraiszy Fasya 21247600013
10	Kamis, 21-11-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Aryo Bimo Sakti 21220600003
11	Kamis, 21-11-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	0	
12	Kamis, 28-11-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	26	Muhammad Haekal Bachraiszy Fasya 21247600013
13	Kamis, 05-12-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Nabilah Maulidina 21220600004

Pertemuan	Hari, Tanggal	Jenis Pertemuan	Pengajar	Judul Pertemuan	Realisasi	Aktivitas Perkuliahan	Peserta Hadir	Verifikasi Peserta
14	Kamis, 12-12-2024	Online	Muhammad Ikhsan			[v] Materi Kuliah [v] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Aryo Bimo Sakti 21220600003
15	Kamis, 19-12-2024	Online	Muhammad Ikhsan			[] Materi Kuliah [] Tugas [] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	34	Nabilah Maulidina 21220600004
16	Kamis, 26-12-2024	Online	Muhammad Ikhsan			[] Materi Kuliah [] Tugas [v] Kuis/Ujian [] Forum Diskusi Online [] Vidcon	0	

Pertemuan 1

Waktu Pertemuan : 26 September 2024, 18.30 - 21.00 WIB
 Jenis Pertemuan : Online
 Judul : Understanding Business Communication in Today's Workplace
 Deskripsi : Students are able to define and explain, BC theory and concepts
 Kehadiran Mahasiswa : 82.35%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Understanding Business Communication in Today's Workplace	Students are able to define and explain, BC theory and concepts	buku ajar	ebook

Forum

No	Judul	Deskripsi	Peserta Aktif
1	Discussion	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.	15

Vidcon

No	Judul	Deskripsi	Peserta Aktif
1	Welcome Eclass STEI08 kode akses 717ii7	STEI08 kode akses 717ii7	25

Tugas

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Kuis/Ujian

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Pertemuan 2

Waktu Pertemuan : 03 Oktober 2024, 18.30 - 21.00 WIB
 Jenis Pertemuan : Online
 Judul :
 Deskripsi :
 Kehadiran Mahasiswa : 94.12%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Mastering Team Skills and Interpersonal Communication	OBJECTIVES : 1 Â List the advantages and disadvantages of working in teams and describe the characteristics of effective teams. 2 Â Offer guidelines for collaborative communication, identify major collaboration technologies, and explain how to give constructive feedback.	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas 1	Make a summary and Business Idea	individu	11	0

Kuis/Ujian

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Pertemuan 3

Waktu Pertemuan : 10 Oktober 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Planning Business Message	<p>OBJECTIVES :</p> <p>1 Â Describe the three-step writing process and explain why it will help you create better messages in less time.</p> <p>2 Â Explain what it means to analyze the situation when planning a message.</p> <p>3 Â Describe the techniques for gathering information for simple messages and identify three attributes of quality information.</p> <p>4 Â Compare the four major classes of media and list the factors to consider when choosing the most appropriate medium for a message.</p> <p>5 Â Explain why good organization is important to both you and your audience and explain how to organize any business message.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Make a summary and business idea	individu	5	0

Kuis/Ujian

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Pertemuan 4

Waktu Pertemuan : 17 Oktober 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Writing Business Message	<p>1 Â Identify the four aspects of being sensitive to audience needs when writing business messages.</p> <p>2 Â Explain how establishing your credibility and projecting your companyâ€™s image are vital aspects of building strong relationships with your audience.</p> <p>3 Â Explain how to achieve a tone that is conversational but businesslike, explain the value of using plain language, and define active and passive voice.</p> <p>4 Â Describe how to select words that are not only correct but also effective.</p> <p>5 Â Define the four types of sentences and explain how sentence style affects emphasis within a message.</p> <p>6 Â Define the three key elements of a paragraph and list five ways to develop coherent paragraphs.</p> <p>7 Â Identify the most common software features that help you craft messages more efficiently.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Make a Summary about the topic and Busines idea	individu	12	0

Kuis/Ujian

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Pertemuan 5

Waktu Pertemuan : 17 Oktober 2024, 15.30 - 18.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 0%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Completing Business Message	<p>1 Â Discuss the value of careful revision and describe the tasks involved in evaluating your first drafts and the work of other writers.</p> <p>2 Â List four techniques you can use to improve the readability of your messages.</p> <p>3 Â Describe the steps you can take to improve the clarity of your writing and give four tips on making your writing more concise.</p> <p>4 Â Identify four software tools that can help you revise messages and explain the risks of using them.</p> <p>5 Â List four principles of effective design and explain the role of major design elements in document readability.</p> <p>6 Â Explain the importance of proofreading and give six tips for successful proofreading.</p> <p>7 Â Discuss the most important issues to consider when distributing your messages</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

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Kuis/Ujian

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Pertemuan 6

Waktu Pertemuan : 24 Oktober 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Crafting Messages for Electronic Media	<p>1 Â Identify the major electronic media used for brief business messages and describe the nine compositional modes needed for electronic media.</p> <p>2 Â Describe the use of social networks in business communication.</p> <p>3 Â Explain how companies and business professionals can use information and media sharing websites.</p> <p>4 Â Describe the evolving role of email in business communication and explain how to adapt the three-step writing process to email messages.</p> <p>5 Â Describe the business benefits of instant messaging (IM), and identify guidelines for effective IM in the workplace.</p> <p>6 Â Describe the use of blogging and microblogging in business communication, and briefly explain how to adapt the three-step process to blogging.</p> <p>7 Â Explain how to adapt the three-step writing process for podcasts.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

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Kuis/Ujian

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Pertemuan 7

Waktu Pertemuan : 31 Oktober 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 85.29%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Writing Routine and Positive Messages	1 Â Outline an effective strategy for writing routine business requests. 2 Â Describe three common types of routine requests. 3 Â Outline an effective strategy for writing routine replies and positive messages. 4 Â Describe six common types of routine replies and positive.	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Make A summary about topic and Business Idea	individu	6	0

Kuis/Ujian

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Pertemuan 8

Waktu Pertemuan : 07 November 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

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Forum

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Vidcon

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Tugas

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Kuis/Ujian

No	Judul	Deskripsi	Jenis	Jumlah Pengerjaan	Nilai Rata-Rata
1	UTS KOMUNIKASI BISNIS	UTS KOMUNIKASI BISNIS	uts	31	0

Pertemuan 9

Waktu Pertemuan : 14 November 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Writing Negative Messages	<p>1 Apply the three-step writing process to negative messages.</p> <p>2 Explain how to use the direct approach effectively when conveying negative news.</p> <p>3 Explain how to use the indirect approach effectively when conveying negative news and explain how to avoid ethical problems when using this approach.</p> <p>4 Describe successful strategies for sending negative messages on routine business matters.</p> <p>5 Describe successful strategies for sending negative employment-related messages.</p> <p>6 List the important points to consider when conveying negative organizational news.</p> <p>7 Describe an effective strategy for responding to negative information in a social media environment.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas Exercise 9	Kerjakan Exercise 9 di modul	individu	26	0

Kuis/Ujian

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Pertemuan 10

Waktu Pertemuan : 21 November 2024, 18.30 - 21.00 WIB
 Jenis Pertemuan : Online
 Judul :
 Deskripsi :
 Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Writing persuasive message	Writing persuasive message	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Buatkan summary materi mengenai persuasive message	individu	24	0

Kuis/Ujian

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Pertemuan 11

Waktu Pertemuan : 21 November 2024, 15.30 - 18.00 WIB
 Jenis Pertemuan : Online
 Judul :
 Deskripsi :
 Kehadiran Mahasiswa : 0%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Understanding and Planning Reports and Proposals	<p>1 Â Adapt the three-step writing process to reports and proposals.</p> <p>2 Â Describe an effective process for conducting business research, explain how to evaluate the credibility of an information source, and identify the five ways to use research results.</p> <p>3 Â Explain the role of secondary research and describe the two major categories of online research tools.</p> <p>4 Â Explain the role of primary research and identify the two most common forms of primary research for business communication purposes.</p> <p>5 Â Explain how to plan informational reports and website content.</p> <p>6 Â Identify the three most common ways to organize analytical reports.</p> <p>7 Â Explain how to plan proposals.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Kerjakan Tugas Quis 11	individu	27	0

Kuis/Ujian

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Pertemuan 12

Waktu Pertemuan : 28 November 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 76.47%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Writing and Completing Reports and Proposals	<p>1 Â List the topics commonly covered in the introduction, body, and close of informational reports, analytical reports, and proposals</p> <p>2 Â Identify six guidelines for drafting effective website content and offer guidelines for becoming a valuable wiki contributor</p> <p>3 Â Discuss six principles of graphic design that can improve the quality of your visuals and identify the major types of business visuals</p> <p>4 Â Summarize the four tasks involved in completing business reports and proposals</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Kerjakan tugas quis 12	individu	27	0

Kuis/Ujian

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Pertemuan 13

Waktu Pertemuan : 05 Desember 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Developing oral and online presentation	<p>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.</p> <p>2 Â Describe the tasks involved in developing a presentation.</p> <p>3 Â Describe the six major design and writing tasks required to enhance your presentation with effective visuals.</p> <p>4 Â Outline three special tasks involved in completing a presentation.</p> <p>5 Â Describe four important aspects of delivering a presentation in todayâ€™s social media environment.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	Tugas	Kerjakan Quiz 13	individu	22	0

Kuis/Ujian

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Pertemuan 14

Waktu Pertemuan : 12 Desember 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

No	Judul	Deskripsi	Jenis Materi	Tipe File
1	Building careers and writing resume	<p>1 Â List eight key steps to finding the ideal opportunity in todayâ€™s job market.</p> <p>2 Â Explain the process of planning your re!sume!, including how to choose the best re!sume! organization.</p> <p>3 Â Describe the tasks involved in writing your re!sume! and list the sections to consider including in your re!sume!.</p> <p>4 Â Characterize the completing step for re!sume!s, including the six most common formats in which you can produce a re!sume!.</p>	buku ajar	ebook

Forum

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Vidcon

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Tugas

No	Judul	Deskripsi	Jenis Tugas	Jumlah Pengumpulan	Nilai Rata-Rata
1	TUGAS	Buatkan resume dalam bahasa inggris	individu	20	0

Kuis/Ujian

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Pertemuan 15

Waktu Pertemuan : 19 Desember 2024, 18.30 - 21.00 WIB

Jenis Pertemuan : Online

Judul :

Deskripsi :

Kehadiran Mahasiswa : 100%

Materi

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Forum

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Vidcon

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Tugas

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Kuis/Ujian

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Pertemuan 16

Waktu Pertemuan : 26 Desember 2024, 18.30 - 21.00 WIB
Jenis Pertemuan : Online
Judul :
Deskripsi :
Kehadiran Mahasiswa : 0%

Materi

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Forum

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Vidcon

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Tugas

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Kuis/Ujian

No	Judul	Deskripsi	Jenis	Jumlah Pengerjaan	Nilai Rata-Rata
1	UAS KOMUNIKASI BISNIS	UAS KOMUNIKASI BISNIS DURASI 4 JAM	uas	30	0

Mengetahui,
Ka. Prodi S1 Manajemen,



Dr. Faris Faruqi, SE., ME.
NIDN 0310018705

Jumlah Pertemuan Presensi Mahasiswa

Semester 2024/2025 Ganjil
 Kode MGT1328/4
 Mata Kuliah KOMUNIKASI BISNIS
 Kampus Jakarta

Mata Kuliah Lab
 Jumlah SKS
 Pengajar

Tidak
 3
 MUHAMMAD IKHSAN

No.	NIM	Nama Mahasiswa	Tanggal Pertemuan												Jumlah Absen	Jumlah Hadir	
			26-09-2024 Sesi 5	03-10-2024 Sesi 5	10-10-2024 Sesi 5	17-10-2024 Sesi 5	24-10-2024 Sesi 5	31-10-2024 Sesi 5	07-11-2024 Sesi 5	14-11-2024 Sesi 5	21-11-2024 Sesi 5	28-11-2024 Sesi 5	05-12-2024 Sesi 5	12-12-2024 Sesi 5			19-12-2024 Sesi 5
1	11210650009	DEFI DAMAYANTI	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	1	12 (92.31%)
2	21180000360	BASA MICHAEL NABABAN	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
3	21190000357	HARDIEF MUHAMMAD SHIEDQY	✓	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓	✓	✓	2	11 (84.62%)
4	21200000025	AREI SYAH NURHALIJAH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	1	12 (92.31%)
5	21200000092	FADHIEL AHMAD FARABI	✗	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓	✓	✓	3	10 (76.92%)
6	21200000215	NUR INDAH QUR`ANI	✓	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓	✓	✓	2	11 (84.62%)
7	21220000027	ZAHWAN HAFISH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	1	12 (92.31%)
8	21220000054	ANANDA NAUFAL MURYANTO	✗	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓	✓	✓	3	10 (76.92%)
9	21220000065	AUDI SHIFA ANGGREANI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
10	21220000094	ALSYABINA NURSA`BANI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
11	21220600003	ARYO BIMO SAKTI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
12	21220600004	NABILAH MAULIDINA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
13	21220600005	DINDA ERIZKA PUTRI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
14	21220600010	MUHAMMAD DENI NURRAHMAN	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
15	21220600013	AYU NANDA AMELIA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
16	21220600015	SALLSA BILLA MARTHIYANISA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
17	21220600017	RETNO PUTRI ANNISA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
18	21220600019	HADAF MUHTADI AZMI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	1	12 (92.31%)
19	21220600020	JOHANES ALFREDO	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
20	21220600021	NASWA NURHAFIFFA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
21	21220600023	SABRINA PUTRI HARVA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	1	12 (92.31%)
22	21220600024	HERLINA DESIA FITRIYANI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)
23	21220600025	IQSAL FADILAH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		13 (100.00%)

24	21220600026	GRELLA ARNOLDY DWI PUTRA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
25	21220600030	JENIFER MEYER	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
26	21220600035	YOGA PUTRA AKBAR	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
27	21220609037	ACHMAD SAECHU	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
28	21227050002	MUHAMMAD DAFFARIZ REZQIANSYAH	✗	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2	11 (84.62%)
29	21227050003	MUHAMMAD DAFFARAZ REZQIANSYAH	✗	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2	11 (84.62%)
30	21237600012	IYAN SUGIARTO MILO	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
31	21237650005	TEGAR WICAKSANA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
32	21247600002	IHSAN MUHAMMAD YUSUF	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
33	21247600003	YULINDA DIKA WIDYASTUTI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13 (100.00%)	
34	21247600013	MUHAMMAD HAEKAL BACHRAISZY FASYA	✗	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	2	11 (84.62%)
TOTAL ABSEN PERTEMUAN			6	2	0	0	0	5	0	0	0	8	0	0	0	0	0	21	

DATA NILAI

Prodi : MANAJEMEN

Semester : 2024/2025 Ganjil

Kode : MGT1328/4

Pengajar : MUHAMMAD IKHSAN

Mata Kuliah : KOMUNIKASI BISNIS

Status : Belum Publish, Tidak Terkunci

*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	11210650009	DEFI DAMAYANTI	92.31	78	78	75	78.53	3.75	A-
2	21180000360	BASA MICHAEL NABABAN	100	78	75	76	78.70	3.75	A-
3	21190000357	HARDIEF MUHAMMAD SHIEDQY	84.62	75	75	77	76.56	3.50	B+
4	21200000025	AREI SYAH NURHALIJAH	92.31	75	0	77	54.83	1	D
5	21200000092	FADHIEL AHMAD FARABI	76.92	0	0	0	7.69	0	E
6	21200000215	NUR INDAH QUR`ANI	84.62	75	65	78	73.86	3	B
7	21220000027	ZAHWAN HAFISH	92.31	78	78	78	79.43	3.75	A-
8	21220000054	ANANDA NAUFAL MURYANTO	76.92	0	0	0	7.69	0	E
9	21220000065	AUDI SHIFA ANGGREANI	100	78	78	77	79.90	3.75	A-
10	21220000094	ALSYABINA NURSA`BANI	100	78	78	77	79.90	3.75	A-
11	21220600003	ARYO BIMO SAKTI	100	75	75	78	78.40	3.75	A-
12	21220600004	NABILAH MAULIDINA	100	78	78	78	80.20	4	A
13	21220600005	DINDA ERIZKA PUTRI	100	78	78	78	80.20	4	A
14	21220600010	MUHAMMAD DENI NURRAHMAN	100	78	78	78	80.20	4	A
15	21220600013	AYU NANDA AMELIA	100	78	78	75	79.30	3.75	A-
16	21220600015	SALLSA BILLA MARTHIYANISA	100	78	78	78	80.20	4	A
17	21220600017	RETNO PUTRI ANNISA	100	78	75	78	79.30	3.75	A-
18	21220600019	HADAF MUHTADI AZMI	92.31	78	78	77	79.13	3.75	A-
19	21220600020	JOHANES ALFREDO	100	78	78	78	80.20	4	A
20	21220600021	NASWA NURHAFFA	100	78	78	78	80.20	4	A
21	21220600023	SABRINA PUTRI HARVA	92.31	78	75	70	76.13	3.50	B+
22	21220600024	HERLINA DESIA FITRIYANI	100	78	75	78	79.30	3.75	A-
23	21220600025	IQSAL FADILAH	100	75	78	78	79.30	3.75	A-
24	21220600026	GRELLA ARNOLDY DWI PUTRA	100	78	75	78	79.30	3.75	A-
25	21220600030	JENIFER MEYER	100	78	78	78	80.20	4	A
26	21220600035	YOGA PUTRA AKBAR	100	78	78	78	80.20	4	A
27	21220609037	ACHMAD SAECHU	100	75	78	78	79.30	3.75	A-
28	21227050002	MUHAMMAD DAFFARIZ REZQIANSYAH	84.62	75	75	77	76.56	3.50	B+
29	21227050003	MUHAMMAD DAFFARAZ REZQIANSYAH	84.62	78	0	78	55.26	1	D
30	21237600012	IYAN SUGIARTO MILO	100	78	78	78	80.20	4	A
31	21237650005	TEGAR WICAKSANA	100	78	78	77	79.90	3.75	A-
32	21247600002	IHSAN MUHAMMAD YUSUF	100	78	78	78	80.20	4	A

33	21247600003	YULINDA DIKA WIDYASTUTI	100	78	78	78	80.20	4	A
34	21247600013	MUHAMMAD HAEKAL BACHRAISZY FASYA	84.62	78	75	75	76.86	3.50	B+
Total			3238.49	2475	2300	2470	2497.35	115.50	
Rata-rata			95.25	72.79	67.65	72.65	73.45	3.40	

KaProdi

Dosen Pengampu

Dr Faris Faruqi

MUHAMMAD IKHSAN