



Implementation of Information Systems at SD Laboratorium UNG

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Abstract

This research aims to find out the implementation of the human resource information system at SD Laboratorium UNG. The purpose of the information system is to help organize all functional areas of human resource management efficiently. SD Laboratorium UNG is a school that has been accredited as superior. This mini-research was conducted using a qualitative approach and data collection techniques in the form of observation, interviews, and documentation, and data presentation was carried out using a descriptive approach, in the form of words, writing, or oral from the subjects observed, namely the principal and teachers. Based on the mini research that has been carried out, the results show that the implementation of the Human Resource Management System at SD Laboratorium UNG has been carried out, but it has not been carried out optimally, but the school has been able to utilize the development of information and communication technology for the progress of the school towards a better direction. The applications used at SD Laboratorium UNG are Facebook, YouTube, Instagram, Email, Zoom, Google Drive, WhatsApp, Ms.Word, Ms.Exel, and JunioSmart.

A. Introduction

In the world of organizations, there are certainly several factors that influence the implementation of the organization's work program, namely resources or resources owned by the organization, for example machines, manpower, and raw materials. Human resources are a factor that is considered important or the main key in managing organizational resources to achieve organizational goals. Humans are the only creatures created by God who are the most perfect because humans have been given reason, feelings, and thoughts. In addition, humans are also social creatures who are able to build cooperation with other parties or humans. Human resources are (1) people who work in an organization (2) to realize their existence, humans must play a role as the driving force of the organization, (3) human potential or ability is an asset and functions as capital (non-material) in the organization, especially in business which can be realized into real potential physically and non-physically in the existence of the organization.

In the world of organizations, there is usually a section that has the responsibility to manage human resources, which is generally called the personnel or human resource development (HRD) section. Human resource management (HRM) is a process carried out to obtain, train, assess and compensate employees, pay attention to work relations, health, safety and justice issues (Silalahi, 2022; Sinambela et al., 2022). Human resource management is a formal human resource management process that focuses on effective and efficient aspects in an organization to achieve the organization's common goals (Alhamad et al., 2022; Boselie et al., 2021; Pham et al., 2020).

In the process of achieving the goals or objectives of a company or organization's business, information technology is considered to be a determinant in achieving these goals. One strategy that can be used is to utilize information technology to the maximum in managing company or organization resources. In

addition, to achieve company or organization goals as a whole, information transparency is needed from each function of the company or organization. The use of information systems has been widely implemented in all areas of the company or organization, one of which is the field of human resource management (HRM). Information systems use various information technologies such as communication systems, the internet, mobile devices, computers, databases, software, and many more, to carry out certain tasks or commands, and present information to various actors who need it in different organizational or social contexts (Widaningsih et al., 2021; Wijaya, 2021).

One of the functions of an information system is to increase the accessibility of data presented in a timely and accurate manner for data and information users (Aqham et al., 2023; Effendi et al., 2023; Hambali, 2021). With the existence of a human resource information system, it presents a large amount of data and information about human resources in a company or organization to users or users so that they are able to make rational decisions that are related to human resources (Davaranah & Mohamed, 2020; Jodeh, 2021; Vrontis et al., 2022). The function of human resource management, for example, the recruitment process, training, absence, data management and payroll are managed using computers. One of the benefits of the availability or use of information systems is to increase efficiency in terms of time and managerial satisfaction. Not only that, data management can be managed better because it can store data in a database in large quantities. All data and information about employees or staff can be tracked and updated quickly and easily. With the creation of this efficiency, the productivity of the organization or company can be achieved. Because with the availability of this human resource information system, data management starting from recruitment, training, absence and payroll of employees and employee data can be done more easily, quickly and accurately. In addition, the process of making reports will be easier and faster. From the explanation above, it provides an overview of the importance of using information systems in the world of organizations or companies, especially in human resource management, so the author is interested in conducting mini research on the implementation of human resource information systems at SD Laboratorium UNG.

B. Research Methods

The researcher acted as a full observer during the study. This study will collect data on the implementation of information systems in the SD Laboratorium UNG. In this mini-research, the informants are the principal and teachers who know the problems faced in the implementation of the human resource management information system. The presence of researchers is very important in qualitative research because the data obtained must come from individual observations carried out by conducting observations, interviews, and documentation, this data collection method is used to observe and search for various information related to the focus of the study. This data collection process is carried out through three processes, namely starting from data collection, data reduction, and data delivery, as well as drawing conclusions.

C. Results and Discussion

The results of the study (mini research) on the implementation of the human resource information system will be described as follows: First, the system for accepting educators and education personnel and students begins with the distribution of pamphlets or browsers, especially student acceptance, which is distributed on the SD Laboratorium UNG Facebook using the account name "SD Laboratorium UNG". Specifically for the acceptance of educators and education personnel, the school directly contacts the Head of Study Program at UNG based on the majors they need so that the Head of Study Program provides delegates with the names of students who graduated with cum laude predicates. If the number of school needs has been met, the next stage is that the school will hold a selection process for the delegates. Second, the selection process is carried out in 3 stages through competency tests, knowledge or insight tests and finally psychological tests. The school's competency and knowledge tests use Google Forms. This makes it easier for prospective educators and education personnel to fill in the answers because the process of filling in the answers is done online. However, the psychological test stage is carried out offline. The school collaborates with the psychology department from Gorontalo State University to conduct tests on the participants. Participants who pass will be contacted by the school. Third, to facilitate and smooth information and communication, the school uses the Whatsapp application. Furthermore, the school creates a WhatsApp group, both a group for educators and education personnel and parents of students so that information is easily obtained and facilitates communication between the principal and educators or education personnel as well as the school and parents/guardians of students. Fourth, for the payroll system for educators and education personnel, it is still done online, but for payments from students, the school collaborates with

BRI Bank using the Junio Smart application. Fifth, for managing student data, parents/guardians, educators and education personnel (Human Resources) at SD Laboratorium UNG. The school uses the MS. Word, Ms. Excel applications, which are applications in general that are often used in other institutions or organizations that are managed by education personnel who have been given responsibility by the school. Sixth, for school publications, the school uses the Facebook application "SDLaboratorium Ung", the Youtube application "LABUNGTV Edukasi", the Instagram application "labschoolung.official" these applications can be used as a space to communicate with the school. In addition, the school can be contacted using email: admlabschool27@gmail.com. Seventh, schools also use the zoom application to hold meetings or hold other online activities.

Based on the explanation above, the implementation of the information system at SD Laboratorium UNG has been carried out. The school is able to utilize the development of information and communication technology for the progress of the school towards a better direction. This result is in line with the results of research conducted by Nurkholis et al. (2022). In his research, Nurkholis stated that in the schools they studied, they had implemented an information system in the form of a Web-Based School Profile Information System. Then, the research conducted by Solechan (2021) also obtained the same results, namely that the schools that were the targets of the research had implemented the Management Information System quite well. The implementation of the Management Information System in the school is in the form of using the Dapodik data processing application and information technology to support the learning process.

D. Conclusion

Based on the explanation above, the implementation of the information system at SD Laboratorium UNG has been carried out. The school is able to utilize the development of information and communication technology for the progress of the school towards a better direction. The applications used at SD Laboratorium UNG are Facebook, Youtube, Instagram, Email, Zoom, Google Drive, WhatsApp, Ms. Word, Ms. Excel, and JunioSmart

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