

G-Form as a for Collecting Student Assignments during Online Learning

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ABSTRACT

The Covid-19 pandemic has caused changes in all aspects of life, one of which is the education system. Changes in the education system make it difficult for students to receive material because learning that is usually done conventionally turns into distance learning or is done online. Its implementation cannot be separated from the use of information technology. So that students and teachers are required to be able to operate all online learning media such as Google Classroom, Google Forms, Google Meet. In online assignments, students have obstacles in terms of collecting online-based assignments, but students are required to collect evidence of work results to school so that it has an impact on the assessment and grades of student assignments. The purpose of this article is to solve the problem of collecting student assignments during online learning. This study uses a descriptive qualitative method by paying attention to the collection of student assignments during online learning through the G-Form (Google Form). Based on the results of the study, it can be concluded that using the g-form as a solution in collecting online learning assignments at SMA Negeri 1 Nguter Sukoharjo.

KEYWORD

g-form_1
student assignments_2
online learning_3

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1. Introduction

Education is the center for the progress of a nation, through education it can be known where the country will be taken in following the flow of globalization and modernization. Education as the progress of the nation has received special attention from various parties, especially the government. Some basic problems that greatly affect the essence of educational institutions are continuously pursued by the government in various ways, for example: curriculum development, increasing teacher competence through training, procurement of books and learning tools, improvement educational facilities and infrastructure, improving the quality of school management, and so on.

The essence or main goal of educational innovation is to help schools achieve their goals effectively through the implementation of a number of programs or better educational practices. and benefits for students. This is expected to create a learning atmosphere that can stimulate the ability of students to explore and explore their potential optimally in a creative, innovative, and fun way.

In December 2019 a deadly corona virus emerged in Wuhan, China and quickly spread throughout the world. Causes the World Health Organization (WHO as the world health organization to have designated the Corona virus or COVID-19 as a pandemic) A pandemic is a situation when the entire world's population is likely to be affected. This infection is in various sectors of life such as the economy, social, including education and culture. A large impact is felt by students in various education service providers, such as and potentially some of them fall ill. The COVID-19 pandemic has an impact on schools at all levels and non-formal educational



institutions to universities. To overcome this pandemic, awareness needs to be created to maintain social distance in social interaction (social distancing), self-quarantine, and isolation so that every vulnerable individual will not be exposed to the virus. This effort is an approach used to inhibit or stop the spread of COVID-19.

In Indonesia, there are various government decisions in dealing with the current corona virus. Teaching and learning activities during the covid-19 pandemic are carried out using the remote method with an online system (e-learning). E-learning can be defined as a digital learning process through the internet (Jethro, et al. 2012). E-learning is the use of learning media using the internet to deliver a series of solutions that can improve knowledge and skills. Each learning method must contain a formulation of the organization of lesson materials, delivery strategies, and management of activities by taking into account the factors of learning objectives, learning barriers, student characteristics, in order to obtain effectiveness, efficiency, and learning attractiveness (Miarso, 2004).

Online learning is learning that utilizes technology, where students try to tackle several tasks and make decisions at any time. One of the goals of online learning is to maximize the decisions that students have made online by being given knowledge of the correct answers and additional information that can be accessed at any time (Hoi et al. 2018). The benefits of students interacting in online programs, one of which can improve student performance. Students can easily conduct discussions that focus on learning topics such as traditional classes (Davies & Graff, 2005). The most prominent characteristic of online learning is that it provides convenience and flexibility for teachers and students, especially in determining online learning schedules regardless of location.

In the online learning process, various platforms can be used effectively, whether in the form of applications, websites, social networks or learning management systems (LMS). The various platforms available are used to help facilitate online learning such as as a medium for delivering material. discussions, quizzes or just to collect assignments There are many online applications that can be used in educational assessments, including google meet, google class room, G-Form (google forms), and many more applications that can be used to support distance learning at now.

Public Relations of the Directorate General of Higher Education (Directorate General of Higher Education) has conducted a survey related to online learning that is currently running to as many as 237,193 and 94.73% of students have done online learning. presentation and facilities. So that the learning that is being carried out today, educators are expected to have the skills and abilities to think creatively and innovatively to collaborate with students during the learning process. With the era of increasingly developing technology, the learning process is directed to take advantage of online technology, currently e-learning. Teachers must use various learning methods and media.

In essence, every learning, whether online or offline, has advantages and disadvantages in its implementation, here the author summarizes the advantages and disadvantages of the two modes. The advantages of online learning include more effective time and place. Students can immediately follow the learning process from home. Students not only depend on the teacher but can also learn to do their own research via the internet. Automatically students are trained to better master information technology that continues to develop. Raising awareness in students that gadgets can be used for things that are more productive and intellectual, not only for playing social media and games

The disadvantage of online learning is that it is difficult to control which students are serious about taking lessons and which are not. Learning is more theoretical and minimal in practice

because it is not possible to have direct interaction with students. For those who live in locations where the communication infrastructure is still not good, it will certainly be difficult to access the internet. Not all students have and are able to access the necessary equipment such as computers, laptops, or smartphones for online learning. Too many distractions can interfere with student concentration while studying.

With the development of technology and the world of information that is so fast, it is easier for us to make quizzes and questionnaires or surveys with various themes or different goals, so with that comes an application and service from Google, namely G-Form (google forms). G-Form or Google Forms are useful tools to help plan events, send surveys, give students or others quizzes, or gather easy information in an efficient way. Forms can be linked to spreadsheets. If the spreadsheet is associated with a form, an automatic response will be sent to the spreadsheet. Otherwise, users can see them on the "Response Summary" page accessible from the Feedback menu G-Form (google Forms) is one of the components of Google Docs service, G-Form Application (google Forms) is very suitable for teachers, lecturers, office workers and professional who often makes quizzes, forms and online surveys.

Google Form features can be shared publicly or specifically with Google account owners with accessibility options, such as: read only (can only read) or editable (can edit documents). Some of the functions of the G-Form or Google Forms in the world of education include: providing online practice/test assignments through website pages, collecting other people's opinions through website pages, collecting various student or teacher data through website pages, creating online registration forms for schools, distributing questionnaires to people online (Hamdan Husein Batubara, 2016:4041).

The implementation of online learning cannot be separated from the assessment of learning outcomes. Assessment of learning outcomes in the Covid-19 era was also carried out regarding applications that support online learning in terms of collecting student assignments during this pandemic. G-Form as a solution for collecting student assignments in online learning activities in class X IPS SMA Negeri 1 Nguter during the online Covid pandemic. In this article, we will discuss

2. Methods

This article uses a descriptive qualitative method by paying attention to the collection of student assignments during online learning conducted at SMA Negeri 1 Nguter on geography subjects for class X Social Sciences through the G-Form (Google Forms). According to Sugiyono (2011), qualitative research methods are research methods based on post-positivism philosophy, used to examine the condition of natural objects, (as opposed to experiments) where the researcher is the key instrument, sampling of data sources is carried out in consideration and according to the criteria. certain techniques, collection techniques with tri-angulation (combined), inductive or qualitative analysis, and qualitative research results emphasize meaning rather than generalization. Using google forms platform. In this study there are stages, namely the stage of observation and data analysis. Data analysis is data reduction, data presentation and inductive qualitative conclusion drawing. The research location was at SMA Negeri 1 Nguter when the research was carried out during PAM activities in October-November 2021.

3. Results and Discussion

SMA Negeri 1 Nguter is a public high school located in Nguter Village, Nguter District, Sukoharjo Regency, Central Java Province. The Covid-19 pandemic has caused changes in all aspects of life, one of which is the education system. Changes in the education system make it difficult for students to receive material because learning that is usually done conventionally turns into distance learning or is done online. Its implementation cannot be separated from the use of

information technology. SMA Negeri 1 Nguter applies various policies and strategies in the online learning process. The online learning system carried out at SMA Negeri 1 Nguter is through application platforms such as G-Form (Google forms), Google Classroom, Google Meet and WhatsApp Groups, but the majority of teachers and students in the learning process use the Google Classroom and WhatsApp Group applications.

The ability of teachers to use technology for online learning is limited. Not all teachers are able to operate gadgets or computers to support online learning activities. Indeed there are some teachers who are able to operate a computer, but in terms of operation is limited. They are not able to access further related to the internet network, using various learning application platforms. In making their own learning media/videos as well as making assignments through the G-Form.

Limitations of teachers in exercising control during online learning. This is partly because the application used does not provide a discussion forum menu to explain or ask questions. Even though there is a menu, many students do not use it well. Another reason is that at the beginning of learning students fill out the attendance list, after that they are no longer active until the end of learning time, they go to do other activities outside of learning. However, there are also many students who are really active until the learning is complete, and there are also those who are active but not fully until the learning ends.

The process of online learning activities at SMA Negeri 1 Nguter, subject teachers share material and student assignments through Google Classroom. In addition to the assignments given through Google Classroom, the teacher also gives assignments to students by working on worksheets and textbooks. The assignment of geography subjects given by the teacher in terms of collecting students is required to collect evidence of the results of the work to the school so that it has an impact on the assessment and grades of student assignments. Every time there is an assignment to work on the LKS book and the student grades book, many students are still empty, because there are problems with collecting. Another obstacle faced by students is that due to the pandemic conditions, students are not allowed to congregate in the school environment, there are no vehicles to go to school.

The collection of assignments that go directly to the school is not effective and efficient. The existence of various application platforms has not been used by all of the teachers. One of the application platforms used as a solution for collecting students' online assignments is G-Form (Google Forms). G-Form or google forms are useful tools to help plan events, send surveys, give quizzes to students or other people, or gather easy information in an efficient way. G-Form (google forms) is an application in the form of a worksheet in the form of a form that can be applied using a personal G-mail account address. The form of storage is in the form of Google Drive and other applications in the form of Google Sheets, Google Docs and others. The results from the Google Form can be downloaded using the Spreadsheet application where the application can save the response results in the form of Ms. Excel. With this, the data that has been stored into Ms. Excel will be easily accessed by subject teachers in the process of processing the final evaluation score.

The G-Form application (Google Forms) is very suitable for teachers, to create quizzes, forms and online surveys. G-Form features can be shared publicly or specifically with Google account owners with accessibility options, such as: read only (can only read) or editable (can edit documents). Some of the functions of Google Form in the world of education include: giving quizzes, practice assignments or online tests through the website page, collecting other people's opinions through the website page, collecting various student teacher data through the website

page, making online registration forms for schools, distributing questionnaires to people. -people online.

Advantages that exist in the G-Form teachers feel quite helped both in terms of finances and personnel. everything will go well if school facilities and infrastructure are adequate, namely internet networks, G-mail accounts, and electronics (mobile phones, tablets or laptops) and subject teachers and students can easily collect and check the results of student assignments in learning online, Problems that arise from online learning related to aspects of collecting student assignments online. Where this problem occurs not only from student factors but also from teacher factors and school policies. This online learning process certainly arises scientifically because of the arrival of this pandemic which was previously unpredictable so that there was no preparation in the teaching and learning process.

On this basis, there are many kinds of problems that arise so that the current teaching and learning process cannot take place as expected. But with the G-Form students don't need to submit their assignments directly to school like face-to-face learning. So that it saves time, energy to come to school, besides that it also affects the timeliness of collecting student assignments, besides having an impact on making it easier for students in terms of collecting assignments, it also has a positive impact on teachers who are in charge because they are more efficient, easier to correct assignments and teachers also do not need to be responsible for what are the books and student assignments if there is a loss of books or assignments due to collecting assignments offline or directly coming to school.

In learning at SMA N 1 Nguter for approximately two months, especially for class X IPS which consists of 35 and 36 students per class, there are obstacles that can be seen from the collection of assignments and evaluations related to geography subject matter. The data can be seen from the following table.

Table 1. Collecting student assignments directly to school

Number	Class	Number of students	Collect assignments
1.	X IPS 1	36 students	11 students
2.	X IPS 2	35 students	13 students
3.	X IPS 3	36 students	19 students
4.	X IPS 4	35 students	15 students

Tabel 2. Collection of student assignments via G-Form

Number	Class	Number of students	Collect assignments
1.	X IPS 1	36 students	36 students
2.	X IPS 2	35 students	27 students
3.	X IPS 3	36 students	34 students
4.	X IPS 4	35 students	27 students

Based on the table above, it can be explained that in class X IPS SMA Negeri 1 Nguter which consists of 35 and 36 students each class in table 1 class X IPS 1 of 36 students who collect school assignments 11 students, class X IPS 2 of 35 students who collect school assignments 13 students. Class X IPS 3 out of 36 students who collect school assignments 19 students, class X IPS 4 out of 35 students who collect school assignments 15 students. While table 2 Class X IPS 1 of 36 students

who submitted assignments through the G-Form 36 students, class X Social Studies 2 of 35 students who submitted assignments through the G-Form 27 students. Class X IPS 3 out of 36 students who submitted assignments through the G-Form 34 students, class X IPS 4 out of 35 students who submitted assignments through the G-Form 27 students. Table 1 shows the number of students who do not submit assignments directly to school. While in table 2 there is an increase with the collection of student assignments through the G-Form. So with the existence of this g-form, both students and teachers can feel the ease of online learning from the task collection system, the benefit of this google form when online learning like this is that it can be used as a place for making test, PAS and UTS question for students.

4. Conclusion

From the discussion of this article, it can be concluded that in class X IPS at SMA N 1 Nguter every time they get an online assignment during the COVID-19 pandemic, it is obligatory to collect proof of student work offline or directly to school. Then, when we were PAM students at SMA N 1 Nguter, we tried to make a method for sending assignments through the G-Form (google forms) to make it easier for students to collect assignments and have an impact on the accuracy of work and delivery of assignments. This G-Form can be used as a media for collecting assignments during a pandemic like this and can reduce the activities of students to gather and do activities outside the home.

The use of Google Forms in collecting student assignments in online learning has not been fully effective to implement because students are also constrained in data packages. However, the use of the G-Form application in Class X Social Studies at SMA Negeri 1 Nguter received a good response from the geography teacher and students. So using the g-form as a solution in collecting online learning assignments at SMA Negeri 1 Nguter Sukoharjo because one of the advantages of using the G-Form is that it is very easy to access, and student assessments can be fulfilled and on time in collecting assignments.

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