

## ARTSTEP APPLICATION AS AN EFFECTIVE PRACTICAL LEARNING ALTERNATIVE FOR STUDENTS DIPLOMA IV ARCHIVES

### (A CASE STUDY OF THE USE OF ARTSTEP APPLICATIONS FOR DIPLOMA IV ARCHIVAL SCIENCE STUDENTS IN THE PUBLICATION PRACTICE COURSE AND ARCHIVE EXHIBITION)

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#### **Abstract**

The Archives Diploma IV Study Program is a study program that produces graduates who are ready to work, especially in the field of archives including manual and electronic archive management. Diploma study programs have a percentage in the curriculum of 60% practical and 40% theory. As a distance education university – the Open University (Universitas Terbuka) archiving science diploma study program must be able to equip its students to apply archival science practices according to the diploma program curriculum standards. The purpose of this study is to equip students to be able to apply publication management and archive exhibitions as subjects that have practical substance by using artstep applications for publications and virtual archive exhibitions. The methodology in this descriptive study is a questionnaire given to users who access the virtual exhibition held. Furthermore, the data collected is classified according to the problems encountered. Regarding the application design at the virtual exhibition, the prototype design for the virtual archive exhibition application using the artstep application. Other data sources in the form of documents related to research objectives. Of the 4 (four) virtual exhibitions held using the artstep application, it shows that the artstep application is very helpful for students in carrying out publication management and archive exhibitions virtually and can also be applied to offline exhibitions.

*Keywords: teaching innovation virtual archive exhibition, distance education*

#### **1 INTRODUCTION**

The Open University ( Universitas Terbuka) as a distance education university to date has more than 40 study programs and postgraduate program. With this distance concept, the Open University (Universitas Terbuka) has flexibility in the process of teaching and learning activities. This means that the learning system or lectures are not carried out with a routine schedule in a face-to-face format between lecturers as teachers and students in one place. But students in their learning activities can take advantage of existing media to study and master the subjects they are studying. Media as a tool in learning activities at open universities include: printed or popular teaching materials called modules, non-printed teaching materials include learning materials in format, audio, video, CAI, dry lab, virtual lab.

The Archives Diploma IV Study Program is a study program at the Open University which has a curriculum component of 60% practice and 40% theory. With the remote system, it is quite difficult for Archives D-IV students to practice for the following reasons:

1. Not all of the practice locations are easily accessible by students.

2. There is a schedule for the practice time because in carrying out the practice students are accompanied by an instructor.

For these two reasons, students need to be assisted with facilities that make it easier for them to carry out archiving work practices

Of the 35 courses contained in the Archives D-IV study program, there are 24 courses with practical content. One of these subjects is Archives Publication and Exhibition. In this course, students are expected to be able to apply management in archive exhibitions as well as procedures for publishing exhibitions.

### **Formulation of the problem**

What are the effective procedures that can help students in doing archival work practices, especially for publications and archive exhibitions?

## **2 METHODOLOGY**

Descriptive research with the theme "Artstep Application as an Effective Practical Learning Alternative For Students Diploma IV Archives (A Case Study of the Use of Artstep Applications for Diploma IV Archival Science Students in the Publication Practice Course and Archive Exhibition). This research methodology uses an instrument in the form of a questionnaire. given to visitors to the virtual archive exhibition, especially for students, After the data is collected then the data is classified then the data is processed, from the processed data it is interpreted as an answer to the problem being studied. As a source of other data as supporting data in the form of documents related to research objectives.

For the artstep application, the method used is to design a prototype of a virtual exhibition template. Special prototype exhibition virtual archive prototype development focus on the design needs of the user / user. The characteristics of the prototype that focus on the design of user needs are:

1. Understanding the user and their needs
2. in the early and final stages involving the user/user

The advantages of using a prototype are:

1. Well-established communication between developers and users
2. Developers can work better in determining user needs

3. Implementation becomes easier because the user knows what to expect.


The methodology used to design a virtual exhibition prototype that involves users will obtain a virtual archive exhibition prototype that is able to display a complete virtual exhibition, chronologically according to events and comfortable to enjoy.

### 3 FINDINGS AND DISCUSSION

#### 3.1 Curriculum Structure of Diploma IV Archive Program

Diploma study program is a level of study at a university which is equivalent to a bachelor's program. Based on the KKNI – the Indonesian National Qualifications Framework, as a reference for the higher education curriculum in preparing the curriculum. the diploma program occupies level 7 of 9 levels at the overall level of strata / levels in higher education. Regarding the position of the diploma level according to the structure of the KKNI, it is described as follows:

**Table** Arrangement And Equality Of Qualifications Types And Programs Of Higher Education

				Level Kualification
Doctor	Doctor	Specialis II		9
Master	Applied Master	Specialis I		8
		Profession		7
		Diploma IV	<b>Focus on developing and enhancing job- specific skills</b>	6
		Diploma III		5
		Diploma II		4
		Diploma I		3

Based on the existing levels in the KKNI standard, it shows that the diploma program is at level 7 with the output of graduates focusing on the development and improvement of specific work

skills, meaning that diploma IV graduates must have the ability of practitioners who have an expert level. If it is related to the curriculum of the archival science diploma IV study program, students must have the ability of practitioners in archive management.

### **3.2 Substance of Publication and Archive Exhibition Course**

Publication and archive exhibition subjects for general instructional purposes equip students with management skills in archival exhibitions as well as in terms of the substance of the exhibition material. There are several things to consider when selecting archival exhibition materials.

1. The archives to be displayed in the exhibition must be in chronological order or based on events that occurred or are a series of history.
2. The archives displayed must be original, authentic and intact so as to give the impression that the archive exhibition held is managed in a planned and accountable manner.
3. The archives on display are arranged according to the chronology of events.

By paying attention to the important components in organizing archive exhibitions

Then the archive exhibition can be carried out as expected, as an activity of disseminating static archive information to the public, especially to students so that archives are a useful source of information as a legacy of information to future generations.

There are 4 types of exhibitions that can be held

1. Thematic exhibitions: for example the exhibition about the Pioneer of the Open University (Universitas Terbuka) Prof. Setijadi
2. Commemorative exhibitions: for example the Open University Anniversary exhibition, (Dies Natalis Universitas Terbuka) National Archives Day commemoration
3. Institutional exhibitions: for example the 38 Years Exhibition of the Establishment of the Open University (Universitas Terbuka ) and other institutional exhibitions.
4. Functional exhibitions: for example Exhibitions that also provide information in the form of archive preservation and restoration services

By knowing the types of exhibitions, students can choose and determine which types of exhibitions are chosen to be held in archive exhibitions.

In the archive display in the exhibition room, an archive description is needed that mentions the events that occurred, where, when, and also by whom the pictures were taken. However, sometimes the archive description is incomplete, considering that the archive has been around for a long time, the historical witness is no longer there, so the description included contains information about the events that occurred.

### **33 Necessary Components In Archive Publications and Exhibitions**

In the preparation of publications and archive exhibitions, components are needed to support the smoothness and beauty of presenting archive exhibitions virtually.

The required components are

- a. Themes or events to be featured in archive publications and exhibitions. Before the exhibition is held, publication or socialization of the archive exhibition is carried out. There are several forms of publication in the form of leaflets, pamphlets, booklets. Some archive exhibitions use publications in the form of magazines. So regarding the publication of this archive exhibition, the type of publication can be chosen according to the archive exhibition being held. This publication is distributed to the public so that the public knows that an archive exhibition is held in a certain place, or on a certain web page.
- b. Identifying materials for exhibitions, in this case is choosing archives that will be displayed at archive exhibition activities. The selection of this archive must be appropriate, because an exhibition is an illustration of a series of events that occurred. So the exhibition does not only display valuable archives but does not have a series of events or a series of history regarding a particular theme or event.
- c. Identify archival frames so that archive exhibitions are seen as interesting. Archive frames, especially in the use of artstep applications, have many choices, so they can be selected according to the harmonization of events illustrated in the archive.

By paying attention to the components that need to be fulfilled in organizing an archive exhibition, the display at the exhibition will be seen as attractive, with a series of important events that need to be informed to the public.

### **34 Archive Description**

Archive description, is a series of information that describes the event, time, and the characters involved in the event. Description. It is important to do a description of this archive at an archive

exhibition, because it is from this description that the existence of the archive will be explained. The archives used in the archive exhibition are archives that have static values. Static archives are records that have gone through the assessment process, and have permanent information on the records retention schedule (JRA) and have historical value, or unique value.

In the preparation of the archive description, there are at least 6 groups of information listed in this static archive. According to the ISAD (G) standard (General International Standard Archival Description), namely

1. The group that declares the identity of the archive (identity treatment area) includes:
  - a. reference code ( reference code ( s ) ) or location;
  - b. title of the archive unit described ( title );
  - c. the date of the archive described ( dates of creation of the material ) ;archive description level ( level of description ): item, file, series, subseries, subfons, fonds;
  - d. the size or number of archives described ( extent of the unit of description, qualities bulk od size ).
2. The group of information related to the archive context (contect area) which consists of:
  - a. the name of the entity or individual of the archive described (name of creator) the name/creator of the archive;
  - b. individual or administrative biography of the institution or agency that makes the archive description unit (administration/biographical history);
  - c. accumulation of dates from the archives described by containing the oldest to the youngest dates/years (dates accumulation of the unit of the description);
  - d. history of change of ownership of archives containing records of changes in ownership of archives (custodial history).
3. The group structure and content of the archive (content and structure) includes:
  - a. The scope of the content or abstraction of the archive description unit (scope and content/abstract) to identify the problems included in it so as to make it easier for users to search archives on matters that are relevant to what is needed
  - b. Information on assessment, destruction, and Archives/JRA Retention Schedules.
  - c. Information relating to the probability that will occur in the file described.
  - d. Archive management system.
4. Requirements for archives to be accessible (condition of access and use area) include:
  - a. Official status (legal status);

- b. Access conditions ( access conditions );
  - c. Conditions if archives are reproduced for other parties (copyright/conditions governing reproduction);
  - d. Information about the major languages recorded in the archives (language of material);
  - e. Information relating to the described physical characteristics of the archive (physical characteristics);
  - f. Tools to find the desired archive or access / archival terms (finding aids).
5. In relation to the archive material (allied material area), it includes:
- a. The location of the original archive is stored (location of originals);
  - b. Information about archival copies, both in the same media or in other media (the existence of copies);
  - c. Cross-point to show a relationship between the archives described/files stored;
  - d. Information relating to the existence of other storage places;
  - e. Notes for publishers/publications that use archives as a source of information.
6. Information relating to special information notes that have not been accommodated in the previous note or description (note).

Static archives are not only in textual form, but there are also special forms of static archives, such as static archives in the form of films. Therefore, at archive exhibitions, video and audio archives can also be exhibited in addition to textual archives.

### **35 Archive Metadata**

Metadata is structured data that describes the data. In principle, metadata is information contained in a document which contains an explanation of the document.

The archive metadata is:

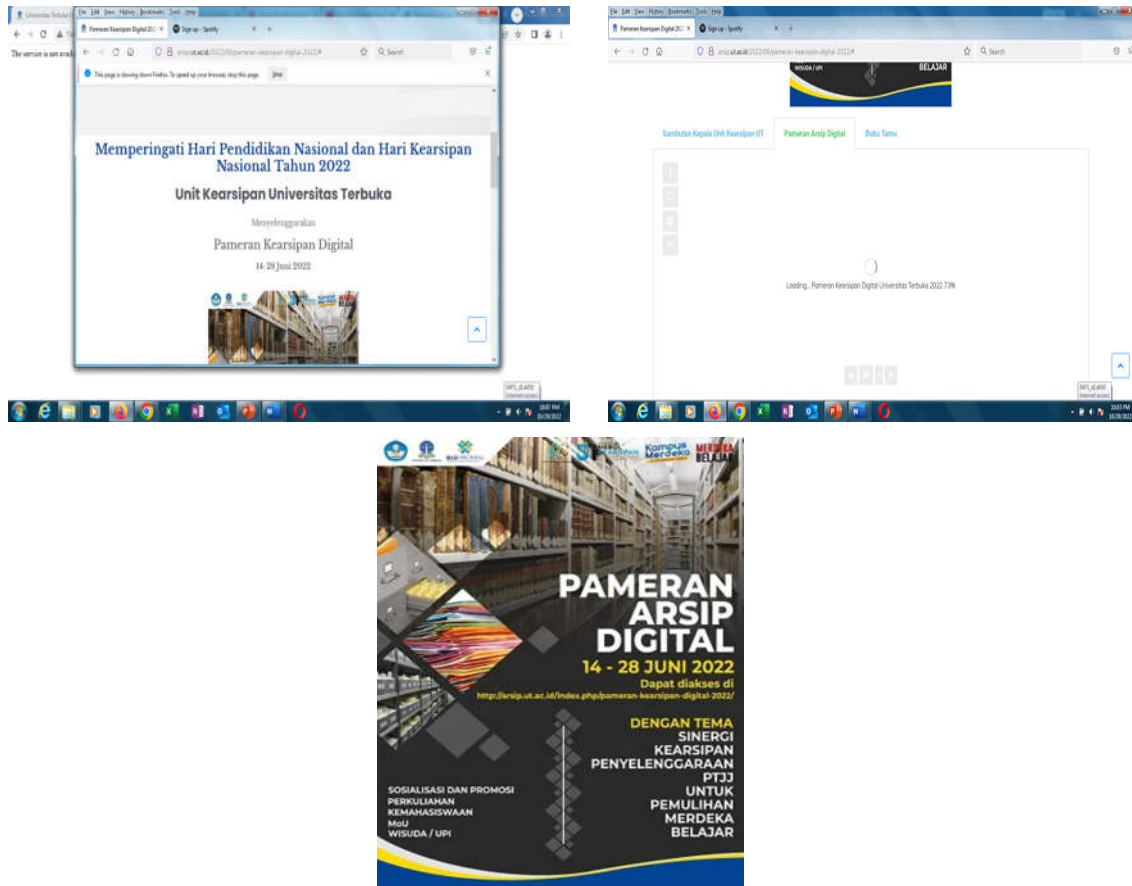
- a. Data that describes the context, content and structure of archives and their management over time.
- b. Structured or semi-structured information that enables the creation, management and use of records across time and across domains.

Records management metadata can be used to identify, authenticate and contextualize records with the people, processes and systems that create, manage, maintain and use them.

### 3.6 Artstep Application Structure For Archives Publication and Exhibition For Archival Practice (Archive Publications and Exhibitions)

For virtual archive exhibitions, you can use the artstep application, this application is open source, meaning applications that can be developed as needed. The artstep application also does not pay or is free so that anyone can do archive exhibitions using this artstep application.

The following are examples of exhibitions and archive publications using the artstep application.



In the display of publications and archives exhibitions listed, planning has been carried out on the event side which will be informed in the form of archive listings. Likewise, the user interface design at the exhibition can be designed as desired. For walls / partitions between exhibition themes, it can be equipped with a catalog containing the series of events displayed.

Students can practice archival work, especially on archive publications and exhibitions.



The first stage, students determine the theme of the archive exhibition.

The second stage is to identify the appropriate archives to support the theme of the exhibition. The supporting archives for the exhibition can be in the form of textual, video, audio, microfiche archives and archives in other formats that support the theme of the exhibition.

Stage 3, each partition in this artstep application can be filled with catalog entries.

Stage 4, to make it more interesting to determine the type of archival frame and accompanying music to enjoy the virtual archive exhibition.

It is necessary to pay attention to the number of archives listed because the more files that are listed with various types, there can be a delay in accessing this virtual exhibition material. For that, choose an interesting theme, with support for archives with complete descriptions, and don't include a lot of video archives.

To complete or perfect this archive publication and exhibition, please provide a brief description of the organization of archive publications and exhibitions. And include for a virtual guestbook that serves to get suggestions for anyone, a member of the public who has access to this virtual archive exhibition.

The following are some of the responses obtained from the virtual guest book at the archive exhibition some time ago.

The following are excerpts from the answers given by visitors to the virtual archive exhibition

*"This virtual archive exhibition is very useful for increasing insight, and can be visited at any time"*

*(student access 1)*

*"Through publications and virtual archive exhibitions I can learn about how to do exhibitions"*

*(student access 2)*

*"This virtual archive exhibition uses an open source artstep application so that everyone can create virtual exhibitions easily and cheaply"*

*(student access 4)*

*"With the facility / wall that can be filled with catalogs according to exhibitions, the display on the exhibition frame, which can be specially designed is very effective as a means of practice for publications and archive exhibitions "*

*(student access 5)*

#### **4 CONCLUSION**

As students of the Diploma IV Archives study program, students are required to have good abilities in the field of archival science practice. The application of artstep applications as archival work practices for practical archive publications and exhibitions really helps students in understanding, applying management concepts in archive publications and exhibitions, and students can apply virtual archive exhibitions directly. With the practice of this virtual archive exhibition, students can find out the shortcomings and suggestions of exhibition visitors. Because the facilities in the open source artstep application are quite complete, it is recommended that students can practice archive exhibitions.

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