



UNIVERSITAS ESA UNGGUL  
Jalan Arjuna Utara No.9, Kebon Jeruk - Jakarta Barat 11510  
021 - 5674223 (hunting) 021- 5682510 (direct) Fax : 021 - 5674248  
Website: www.esaunggul.ac.id, email: info@esaunggul.ac.id

## SURAT TUGAS

### No. 8235/ST-Mengajar/Gasal/FT/UEU/IX/2024

Berdasarkan Surat Kesiapan Mengajar Dosen (terlampir), maka DEKAN/Kepala Fakultas Teknik, memberikan tugas kepada :

Nama : FINA ZAIMAH MAZNAH, S.T, M.T.  
No. Dosen / NIP : 8235 / 221110870  
NIDN / NIDK : 0305029601  
Jabatan Akademik : Tenaga Pengajar  
Alamat : JL. EMEN SLAMET GG. PAYUNG NO. 28, RT.3/RW.3

Untuk mengajar pada Semester Ganjil 2024 - 2025 yang berlangsung dari tanggal 16 September 2024 sampai dengan tanggal 2 Februari 2025 untuk mata kuliah:

| No. | MATA KULIAH                                  | SKS | SEKSI | BASIS                    |
|-----|----------------------------------------------|-----|-------|--------------------------|
| 1   | TEK103 Aljabar Linear dan Matriks            | 3   | KH001 | Reguler-1 Bekasi         |
| 2   | IND312 Ergonomika                            | 3   | KH201 | Paralel/Reguler-2 Bekasi |
| 3   | IND226 Perancangan dan Pengendalian Produksi | 3   | KH201 | Paralel/Reguler-2 Bekasi |

Dengan Hak dan Tanggung Jawab sebagai berikut :

1. Menyusun Rencana Pembelajaran Semester (RPS) yang ditetapkan oleh Fakultas/Program Studi sebelum perkuliahan dimulai dalam bentuk yang telah ditetapkan oleh Universitas;
2. Membuat bahan kuliah/praktikum berbasis konsep untuk 14 kali pertemuan dan di upload pada web pembelajaran Universitas Esa Unggul yaitu untuk bahan pembelajaran (teori) di <https://siakad.esaunggul.ac.id> dan modul kuliah praktikum di Repository Perpustakaan Universitas Esa Unggul <http://digilib.esaunggul.ac.id/>;
3. Menghadiri dan memberikan bahan kuliah/praktek pada kegiatan perkuliahan/praktikum tepat waktu sesuai dengan jadwal yang telah ditetapkan;
4. Memotivasi mahasiswa untuk mempelajari bahan kuliah yang diberikan dan bahan lain dari perpustakaan;
5. Melakukan evaluasi keberhasilan mahasiswa secara objektif melalui pemberian tugas-tugas sesuai dengan kebutuhan mata kuliah yang diajarkan dan ujian tengah/akhir semester;
6. Menerima honor sesuai dengan ketentuan yang berlaku di Yayasan Pendidikan Kemala Bangsa/Universitas Esa Unggul berdasarkan persyaratan dan kualifikasi yang dimiliki;

Demikian Surat Tugas ini diberikan untuk dilaksanakan sebaik-baiknya.

Jakarta, 1 September 2024

Dekan/Kepala Fakultas Teknik



**Ir. Roesfiansjah Rasiudin, M.T., Ph.D.**

NIP. 201050167



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**JURNAL KEGIATAN PROSES PEMBELAJARAN (JKPP)**

Semester Ganjil 2024 - 2025

Mata kuliah : Ergonomika (3 sks)

Kode : IND312

Prodi : Teknik Industri

Kelas : KH201

Semester : 5

Ruang : KHIB508

Dosen : Ir. FINA ZAIMAH MAZNAH, S.T, M.T.

| NO | Rencana perkuliahan   |                 |                   | Pelaksanaan perkuliahan |                 |                           | Keaktifan Mahasiswa |         | Paraf |     |
|----|-----------------------|-----------------|-------------------|-------------------------|-----------------|---------------------------|---------------------|---------|-------|-----|
|    | Hari/tgl              | Jam ke          | Materi / Kegiatan | Hari/tgl                | Jam ke          | Materi / Kegiatan         | Kesan Dosen         | Jml Mhs | Dosen | Mhs |
| 1  | Sabtu<br>21-9-24      | 17:00-<br>19:30 |                   | Sabtu<br>21-9-24        | 17:00-<br>19:30 | Pengantar Ergonomi        |                     | 25      |       |     |
| 2  | Sabtu<br>28-9-24      | 17:00-<br>19:30 |                   | Sabtu<br>28-9-24        | 17:00-<br>19:30 | Antropometri              |                     | 29      |       |     |
| 3  | Sabtu<br>5-10-24      | 17:00-<br>19:30 |                   | Sabtu<br>5-10-24        | 17:00-<br>19:30 | Human Machine Interface   |                     | 13      |       |     |
| 4  | Sabtu<br>12-10-<br>24 | 17:00-<br>19:30 |                   | Sabtu<br>12-10-<br>24   | 17:00-<br>19:30 | Fisiologi dan Biomekanika |                     | 26      |       |     |
| 5  | Sabtu<br>19-10-<br>24 | 17:00-<br>19:30 |                   | Sabtu<br>19-10-<br>24   | 17:00-<br>19:30 | Biomekanika (RWL)         |                     | 23      |       |     |
| 6  | Sabtu<br>26-10-<br>24 | 17:00-<br>19:30 |                   | Sabtu<br>26-10-<br>24   | 17:00-<br>19:30 | Praktikum fisiologi kerja |                     | 19      |       |     |
| 7  | Sabtu<br>2-11-24      | 17:00-<br>19:30 |                   | Sabtu<br>2-11-24        | 17:00-<br>19:30 | Review UTS                |                     | 28      |       |     |

| NO | Rencana perkuliahan   |                 |                   | Pelaksanaan perkuliahan |                 |                            | Keaktifan Mahasiswa |         | Paraf |     |
|----|-----------------------|-----------------|-------------------|-------------------------|-----------------|----------------------------|---------------------|---------|-------|-----|
|    | Hari/tgl              | Jam ke          | Materi / Kegiatan | Hari/tgl                | Jam ke          | Materi / Kegiatan          | Kesan Dosen         | Jml Mhs | Dosen | Mhs |
| 8  | Sabtu<br>23-11-24     | 17:00-<br>19:30 |                   | Sabtu<br>23-11-24       | 17:00-<br>19:30 | Tugas Besar                |                     | 17      |       |     |
| 9  | Sabtu<br>30-11-24     | 17:00-<br>19:30 |                   | Sabtu<br>30-11-24       | 17:00-<br>19:30 | Ergonomi kognitif          |                     | 31      |       |     |
| 10 | Sabtu<br>7-12-24      | 17:00-<br>19:30 |                   | Sabtu<br>7-12-24        | 17:00-<br>19:30 | Ergonomi Kognitif          |                     | 26      |       |     |
| 11 | Sabtu<br>14-12-<br>24 | 17:00-<br>19:30 |                   | Sabtu<br>14-12-<br>24   | 17:00-<br>19:30 | Kunjungan Laboratorium ITB |                     | 26      |       |     |
| 12 | Sabtu<br>21-12-<br>24 | 17:00-<br>19:30 |                   | Sabtu<br>21-12-<br>24   | 17:00-<br>19:30 | Shiftwork                  |                     | 27      |       |     |
| 13 | Sabtu<br>11-1-25      | 17:00-<br>19:30 |                   | Sabtu<br>11-1-25        | 17:00-<br>19:30 | Praktikum                  |                     | 31      |       |     |
| 14 | Sabtu<br>18-1-25      | 17:00-<br>19:30 |                   | Sabtu<br>18-1-25        | 17:00-<br>19:30 | mentoring tugas besar      |                     | 31      |       |     |

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**SEMESTER** : Semester Ganjil 2024 - 2025**Nama Mata Kuliah** : Ergonomika**Dosen** : Ir. FINA ZAIMAH MAZNAH, S.T, M.T. (8235)**Kode MK dan Seksi** : IND312 (KH201)**Jadwal dan Ruang** : Sabtu, 17:00 - 19:30 (KHIB508)

| No. | NAMA MAHASISWA                           | NIM         | Tatap Muka / Tanggal |           |           |           |           |           |           |           |           |           |           |           |           |           |
|-----|------------------------------------------|-------------|----------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|     |                                          |             | 1                    | 2         | 3         | 4         | 5         | 6         | 7         | 8         | 9         | 10        | 11        | 12        | 13        | 14        |
|     |                                          |             | 21<br>Sep            | 28<br>Sep | 05<br>Okt | 12<br>Okt | 19<br>Okt | 26<br>Okt | 02<br>Nov | 09<br>Nov | 16<br>Nov | 23<br>Nov | 30<br>Nov | 07<br>Des | 14<br>Des | 21<br>Des |
| 1.  | ESTI DWI PRASTUTI                        | 20220201078 | H                    | H         | I         | H         | A         | H         | H         | H         | H         | H         | H         | A         | H         | H         |
| 2.  | FRAMUDYA AR RACHMAN                      | 20220201091 | H                    | H         | H         | H         | I         | H         | H         | H         | H         | H         | H         | A         | H         | H         |
| 3.  | ANDREA NASYWA AURIEL DHALIEN             | 20220201098 | I                    | H         | H         | H         | H         | I         | H         | A         | H         | H         | H         | H         | H         | H         |
| 4.  | DICKY BAGAS PRAYOGA                      | 20220201099 | H                    | H         | H         | H         | H         | H         | H         | I         | H         | H         | H         | H         | H         | H         |
| 5.  | SYAKIRAH SALSABILA                       | 20220201100 | I                    | H         | H         | A         | I         | H         | I         | I         | H         | H         | H         | H         | H         | H         |
| 6.  | EMMY BATSYEBA ELIAM HANA CATTERINA       | 20220201102 | H                    | H         | I         | H         | H         | I         | H         | I         | H         | I         | H         | H         | H         | H         |
| 7.  | NAUFAL SETOMEVA                          | 20220201103 | H                    | H         | A         | H         | A         | I         | H         | H         | H         | H         | H         | H         | H         | H         |
| 8.  | SYAHRUL SIDIK                            | 20220201104 | H                    | H         | H         | A         | H         | I         | H         | H         | H         | H         | A         | A         | H         | H         |
| 9.  | JESSE LASERTA                            | 20220201105 | H                    | H         | I         | H         | H         | H         | H         | H         | H         | H         | H         | A         | H         | H         |
| 10. | SAFIRA DWI PRIMANTARI                    | 20220201106 | H                    | H         | I         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 11. | NUNU LUCHFIA KHOIRUNNISA                 | 20220201107 | H                    | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 12. | HANNAH PERTIWI PUTRI SARFI RATU SILALAHI | 20220201108 | H                    | H         | I         | H         | H         | A         | H         | S         | H         | H         | H         | H         | H         | H         |
| 13. | DENI REZA ALFIAN                         | 20220201109 | H                    | H         | A         | A         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 14. | JIMMY CHARTER SIBARANI                   | 20220201110 | A                    | H         | A         | H         | H         | H         | H         | I         | H         | A         | A         | H         | H         | H         |
| 15. | TITO RIDHO ARIF                          | 20220201111 | H                    | H         | I         | H         | H         | A         | H         | H         | H         | I         | H         | H         | H         | H         |
| 16. | DITO SAFIRO BAKARDIEN                    | 20220201112 | H                    | H         | A         | H         | H         | I         | H         | A         | H         | H         | H         | H         | H         | H         |
| 17. | FIQIH AGIPTIAN                           | 20220201114 | H                    | A         | A         | H         | A         | A         | H         | H         | H         | H         | H         | H         | H         | H         |
| 18. | NUR ILMIATIDINI JAYANTI                  | 20220201115 | H                    | H         | A         | H         | A         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 19. | FAHZRI RAHMAWAN                          | 20220201116 | A                    | A         | H         | I         | H         | I         | H         | H         | H         | H         | H         | H         | H         | H         |
| 20. | MUHAMMAD ILHAM HABIB                     | 20220201117 | H                    | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 21. | GUSNITA                                  | 20220201118 | H                    | H         | A         | H         | H         | H         | I         | A         | H         | I         | H         | H         | H         | H         |
| 22. | CINTA PADLIAH SURYA                      | 20220201123 | H                    | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 23. | NANDA FITRIA NINGSIH                     | 20220201124 | H                    | H         | I         | H         | H         | I         | H         | I         | H         | H         | H         | H         | H         | H         |
| 24. | YOHANA ASAF VANIA SANTOSO                | 20220201127 | H                    | H         | H         | H         | H         | H         | I         | A         | H         | H         | H         | H         | H         | H         |
| 25. | NUGRAHA SYAHPUTRA ZULFI                  | 20220201129 | H                    | H         | A         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         |
| 26. | FANDI SAPUTRA                            | 20220201130 | A                    | H         | A         | H         | A         | I         | H         | A         | H         | I         | H         | H         | H         | H         |
| 27. | MARIA GABRIELLA                          | 20220201132 | H                    | H         | H         | H         | H         | H         | H         | S         | H         | H         | H         | H         | H         | H         |
| 28. | DEKKI BAMBANG OKTAFIANTO                 | 20220201133 | A                    | H         | H         | A         | H         | H         | H         | I         | H         | H         | A         | H         | H         | H         |
| 29. | RIZKY AL IKHSAN                          | 20220201141 | H                    | H         | I         | H         | A         | I         | H         | A         | H         | H         | H         | H         | H         | H         |
| 30. | TIMOTIUS ERNEST SILVANO                  | 20220201160 | H                    | H         | H         | H         | H         | H         | H         | H         | H         | H         | H         | A         | A         | H         |
| 31. | FIKI HARDIYANTO                          | 20230201088 | H                    | H         | A         | H         | H         | H         | H         | H         | H         | H         | H         | A         | H         | H         |



**NILAI AKHIR**  
Semester Ganjil 2024 - 2025

**Kode** : IND312 **Kelas** : KH201 **Dosen** : Ir. FINA ZAIMAH MAZNAH , S.T, M.T.  
**Matakuliah** : Ergonomika  
**Prodi** : Teknik Industri

| No | N I M       | Nama Mahasiswa                           | aktivitas   | hasil  | UTS | UAS | tugas | quiz | NA    | Nilai Akhir |     |
|----|-------------|------------------------------------------|-------------|--------|-----|-----|-------|------|-------|-------------|-----|
|    |             |                                          | partisipasi | proyek |     |     |       |      |       | 20 %        | 0 % |
| 1  | 20220201078 | Esti Dwi Prastuti                        | 85,71       | 80     | 65  | 80  | 85    |      | 78,57 | 3,70        | A-  |
| 2  | 20220201091 | Framudya Ar Rachman                      | 92,86       | 78     | 55  | 78  | 80    |      | 75,29 | 3,30        | B+  |
| 3  | 20220201098 | Andrea Nasywa Auriel Dhaliem             | 92,86       | 82     | 70  | 82  | 86    |      | 81,49 | 4,00        | A   |
| 4  | 20220201099 | Dicky Bagas Prayoga                      | 100         | 80     | 65  | 80  | 80    |      | 79    | 3,70        | A-  |
| 5  | 20220201100 | Syakirah Salsabila                       | 92,86       | 82     | 55  | 82  | 84    |      | 78,09 | 3,70        | A-  |
| 6  | 20220201102 | Emmy Batsyeba Eliam Hana Catterina       | 100         | 83     | 65  | 83  | 85    |      | 81,5  | 4,00        | A   |
| 7  | 20220201103 | Naufal Setomeva                          | 85,71       | 80     | 60  | 80  | 84    |      | 77,37 | 3,70        | A-  |
| 8  | 20220201104 | Syahrul Sidik                            | 78,57       | 80     | 65  | 80  | 84    |      | 77,66 | 3,70        | A-  |
| 9  | 20220201105 | Jesse Laserta                            | 100         | 80     | 25  | 80  | 84    |      | 71,8  | 3,00        | B   |
| 10 | 20220201106 | Safira Dwi Primantari                    | 100         | 84     | 60  | 84  | 85    |      | 81    | 4,00        | A   |
| 11 | 20220201107 | Nunu Luchfia Khoirunnisa                 | 100         | 83     | 60  | 83  | 84    |      | 80,3  | 4,00        | A   |
| 12 | 20220201108 | Hannah Pertiwi Putri Sarfi Ratu Silalahi | 92,86       | 87     | 88  | 87  | 85    |      | 87,39 | 4,00        | A   |
| 13 | 20220201109 | Deni Reza Alfian                         | 85,71       | 80     | 55  | 80  | 80    |      | 75,57 | 3,30        | B+  |
| 14 | 20220201110 | Jimmy Charter Sibarani                   | 71,43       | 78     | 50  | 78  | 80    |      | 72,14 | 3,00        | B   |
| 15 | 20220201111 | Tito Ridho Arif                          | 92,86       | 80     | 50  | 80  | 80    |      | 75,29 | 3,30        | B+  |
| 16 | 20220201112 | Dito Safiro Bakardien                    | 85,71       | 80     | 65  | 80  | 80    |      | 77,57 | 3,70        | A-  |
| 17 | 20220201114 | Fiqih Agiptian                           | 71,43       | 78     | 50  | 78  | 80    |      | 72,14 | 3,00        | B   |
| 18 | 20220201115 | Nur Ilmiatidini Jayanti                  | 85,71       | 82     | 68  | 82  | 80    |      | 79,17 | 3,70        | A-  |
| 19 | 20220201116 | Fahzri Rahmawan                          | 85,71       | 78     | 50  | 78  | 80    |      | 73,57 | 3,00        | B   |
| 20 | 20220201117 | Muhammad Ilham Habib                     | 100         | 82     | 68  | 82  | 85    |      | 81,6  | 4,00        | A   |
| 21 | 20220201118 | Gusnita                                  | 85,71       | 82     | 65  | 82  | 85    |      | 79,57 | 3,70        | A-  |
| 22 | 20220201123 | Cinta Padliah Surya                      | 100         | 82     | 60  | 82  | 85    |      | 80    | 4,00        | A   |
| 23 | 20220201124 | Nanda Fitri Ningsih                      | 100         | 82     | 50  | 82  | 85    |      | 78    | 3,70        | A-  |
| 24 | 20220201127 | Yohana Asaf Vania Santoso                | 92,86       | 84     | 67  | 84  | 85    |      | 81,69 | 4,00        | A   |
| 25 | 20220201129 | Nugraha Syahputra Zulfi                  | 92,86       | 90     | 85  | 90  | 85    |      | 88,29 | 4,00        | A   |
| 26 | 20220201130 | Fandi Saputra                            | 71,43       | 80     | 60  | 80  | 80    |      | 75,14 | 3,30        | B+  |
| 27 | 20220201132 | Maria Gabriella                          | 100         | 80     | 65  | 80  | 85    |      | 80    | 4,00        | A   |
| 28 | 20220201133 | Dekki Bambang Oktafianto                 | 78,57       | 80     | 50  | 80  | 82    |      | 74,26 | 3,30        | B+  |
| 29 | 20220201141 | Rizky Al Ikhsan                          | 85,71       | 80     | 60  | 80  | 82    |      | 76,97 | 3,30        | B+  |
| 30 | 20220201160 | Timotius Ernest Silvano                  | 85,71       | 78     | 50  | 78  | 82    |      | 73,97 | 3,00        | B   |
| 31 | 20230201088 | Fiki Hardiyanto                          | 85,71       | 79     | 60  | 80  | 85    |      | 77,07 | 3,70        | A-  |