

CHAPTER IV

DESCRIPTION AND FINDING

A. Description

1. Room Design Characteristic of Computer-Based Library at Junior High School Semesta Semarang

The library room of Junior High School Semesta Semarang is located far from highway so the users are not disturbed by the noise outside the library. Here is the explanation of the principal of Junior High School Semesta Semarang.

”Perpustakaan merupakan sumber belajar yang penting bagi siswa-siswa kami, sehingga penataannya kami kelola dengan baik agar siswa dapat menggunakannya secara optimal. Kami membagi ruang perpustakaan menjadi tiga ruang yaitu ruang baca, ruang koleksi, dan ruang internet atau pelayanan”.

”Library is an important learning source for our student, so we manage it well in order to make students can use it optimally. We divide the room into three, reading room, collection room, and internet or service room. Each room with Air Conditioner is not too hot. Display board and LCD are put in the service room so users are easy to use it.”

The above explanation of Junior High School Semesta Semarang Principal informed that Junior High School Semesta Semarang library is divided into three rooms. The library room at Junior High School Semesta Semarang is explained by an Indonesian teacher as follow.

”Di ruang perpustakaan kami terdapat ruang baca. Dalam ruang baca tersebut siswa dapat membaca buku yang dipilihnya. Kami menyediakan meja dan kursi dalam ruang baca. Meja di ruang baca di buat bersekat-sekat, sehingga siswa tidak akan terganggu dengan siswa lain. Tidak hanya meja yang bersekat-sekat saja yang disediakan, namun juga meja panjang yang dapat digunakan secara bersama. Untuk ruang koleksi telah disediakan rak-rak buku, dan di tata di sebelah ruang baca”.

"Our library room has a reading room. In reading room, students can read all books they choose. We give table and chair in it. Each table is made sectional, so student is not disturbed by other students. Not only sectional tables which are served, but also a long table can be used by student together. For the collection room, it has been given several shelves, and it is beside the reading room".

The above explanation of Indonesian teacher about the rooms in the library of Junior High School Semesta Semarang is relevant to the researcher's observation. When the researcher entered the library room, there were seen several students reading books in the reading room, while other students were looking for books in the collection room beside the reading room. There were many red and blue shelves in the collection room. All books are well-arranged on the shelves. There is a catalog box, and also computer and internet in the library.

The large of the library is about 10 x 15 m with a good lighting. A mathematic teacher of Junior High School Semesta Semarang who always visit the library explained about the library room design at Junior High School Semesta Semarang as follow.

"Ruangan perpustakaan kami cukup luas, tidak terasa sempit. Penjayaannya cukup. Mengingat perpustakaan kami menghadap ke timur, sehingga setiap pagi ruangan kami mendapatkan sinar matahari sehingga tidak begitu gelap. Jendela-jendela juga didesain dengan baik dengan tralis yang kuat sehingga dalam keamanan perpustakaan cukup. Ventilasi di buat di atas jendela, sehingga sirkulasi udara lancar".

"Our library is quite large and has a good lighting. Our library looks out upon the East, so it gets the sun every morning and not so dark. The windows are also designed well with strong tralis so that the library is quite safety. Ventilation is made above the window, so that the circulation is good enough".

The above teacehr's explanation is supported by Abu Bakar, a nine grade student of Junior High School Semesta Semarang as follow.

"Ruang perpustakaan kami luas sekali, pengguna tidak perlu berdesak-desakan ketika menggunakan perpustakaan. Kebersihannya sangat terjaga ada petugas

khusus yang memberishkan perpustakaan, kami sebagai siswa juga menjadaga ekbersihan perpustakaan. Lampu dipasang berderet-deret di plafon sehingga sangat terang dan membantu pencahayaan ketika membaca buku”.

“Our library is large. The users do not need to jostle when using the library. It is clean. There is a staff that cleans it. As student, we maintain the library cleanliness. The lamps are hanged on the ceiling, so the room is bright and helpful when we are reading book”.

In the searching information room, there are fifteen computers which are arranged in a circle form and can be used for quick searching. The explanation of the information searching room design is conveyed by an Indonesian teacher of Junior High School Semesta Semarang as follow.

“Ruang sirkulasi kami memang sudah dilengkapi dengan perlengkapan teknologi, namun masih menjadi satu dengan ruang koleksi. Di ruang penelusuran informasi, pengguna dapat menggunakan komputer yang berjumlah 15. dalam ruang tersebut telah disediakan e-book sehingga siswa dapat membaca e-book melalui kompter perpustakaan”.

“Our circulation room has been equipped by technology devices, but still located in the same location with the collection room. In the searching information room, users can use the computer which totaled of fifteen computers. There is an e-book in the room, so students can read e-book through library computer”.

The above teacher’s explanation is relevant to the interview with a seven grade student of Junior High School Semesta Semarang as follow.

“Kami diberikan fasilitas komputer yang dilengkapi dengan e-book sehingga kami menggunakan perpustakaan sebagai sumber belajar seoptimal mungkin. Bukan hanya itu saja ada CCTV yang dipasang di ruang perpustakaan sehingga setiap gerak-gerik pengguna perpustakaan dapat dipantau. Hal ini juga sebagai tindakan pengamana jika terjadi hal yang tidak dikehendaki”.

“We have a computer facility which equipped by e-book, so we use the library as a learning source optimally. Not only that, there is also a CCTV, so all user’s activities can be monitored. It is as a safety action if there is something which is undesirable”.

Not only chair and table which are arranged well, other library furniture are also arranged well so the library looks beautiful and

wonderful. Here is the explanation of Principal of Junior High School Semesta Semarang.

“Yang penting dalam menata perabot perpustakaan adalah disusun dalam bentuk garis lurus. Mengapa demikian, karena memudahkan siswa untuk menggunakannya. Bayangkan saja, jika almari katalog diletakkan jauh dari rak buku atau almari buku, siswa akan memerlukan waktu berjalan dari almari katalog hingga rak buku. Lebih baik menepatkan perabot perpustakaan dalam bentuk garis lurus”.

“The most important in managing the library furniture is arranged it in the straight line. Why is that, because it makes students easy to use it. Imagine that, if the catalog shelf is placed away from the book shelves, students will need time to walk from the catalog shelf to the book shelves. It is better to place the library furniture in a straight line”.

The above principal explanation informed that the furniture location is one thing which is considered in designing the library room.

2. Characteristic of Computer-Based Library Service at Junior High School Semesta Semarang

The service material of computer-based library in this research is several services provided by the library of Junior High School Semesta Semarang. There are four services of this library. Here is the explanation of Indonesian teacher about the service material by the library of Junior High School Semesta Semarang.

”Materi layanan yang dimiliki perpustakaan kami, meliputi layanan sirkulasi, layanan referensi, dan layanan penelusuran informasi. Layanan-layanan tersebut dikelola dengan baik. Meskipun pustakawan kami bukan dari latar pendidikan pustakawan, namun memiliki kemampuan untuk mengelola perpustakaan. Hal ini dapat dilihat dari kegiatan masing-masing layanan dapat berjalan dengan baik”.

”Service Our library services include circulation service, reference service, and searching information service. These service are well-managed. Although our librarian is not from librarian educational background, but she has a skill to manage the library. It can be seen from each services activity, in which it can run effectively”.

The above teacher's explanation informed that there are several library services given to users. One of the services is circulation service. The task of circulation staff was explained by an English teacher of Junior High School Semesta Semarang as follow.

"Tugas pokok bagian sirkulasi antara lain melayani siswa yang akan meminjam buku-buku perpustakaan sekolah, melayani siswa yang akan mengembalikan buku-buku yang telah dipinjam dan membuat stasistik pengunjung. Untuk menjadi anggota perpustakaan maka siswa wajib membuat kartu perpustakaan. Pembuatan kartu perpustakaan tidak dipungut biaya lagi, sehingga siswa tinggal melapor pada bagian sirkulasi dan menyebutkan nomor induknya."

"The main task of circulation staff, among others, to serve student who will borrow and return books from the library, and make visitor statistic. To be the member of library, student must have the library card. Making a library card does not charge anymore, so students just ask to the circulation staff and give their students' number".

The above teacher's explanation informed that the student circulation service can borrow and return book. To be able to borrow book, student must make a library card. Here is the explanation of a seven grade student of Junior High School Semesta Semarang about making of library card.

"Di awal tahun ajaran baru kami diminta untuk langsung membuat kartu perpustakaan. Kartu perpustakaan kami berupa kartu yang memiliki barcode, sebab sistem peminjaman dan pengembalian buku dilakukan secara digital. Jika kartu hilang, maka kami diminta untuk konfirmasi kepada petugas perpustakaan".

"At the beginning of new year, we were asked to make a library card. Our library card has a barcode, because the system of borrowing and returning book is in a digital system. If the card is lost, we have to confirm to the library staff".

The school has scheduled the time to borrow book. Student can borrow books to the library during the school is ongoing. However, remembering that student has full learning time, they use it optimally. Student visits the library in the break time that is at 12.05 up to 12.50 p.m.

The principal of Junior High School Semesta Semarang explained about the time of borrowing book in the circulation service as follow.

”Waktu peminjaman, pengembalian, atau perpanjangan buku dilakukan pada jam sekolah. Siswa biasanya menggunakan layanan sirkulasi pada saat istirahat yaitu pada jam 12.05 hingga 12.50. Sistem peminjaman dan pengembalian buku perpustakaan bagi guru dan karyawan yaitu dengan sistem otomasi (peminjaman, pengembalian, dan perpanjangan koleksi melalui fasilitas komputer) dan sistem terbuka (yaitu memilih sendiri buku yang akan dipinjam) serta sistem tertutup. Jangka waktu pengembalian untuk guru peminjaman buku untuk pembelajaran selama satu semester dan dapat diperpanjang, peminjaman buku fiksi 1 minggu dan dapat diperpanjang dua kali”.

“The time of borrowing, returning, or extension of a book is done during the school hours. Student usually uses the circulation service in break time that is at 12.05 up to 12.50 p.m. The borrowing and returning book systems for teacher and employees are automation system (borrowing, returning, and the extension of collection via computer) and open system (that is choose the book that will be borrowed by ourselves) and close system. The period of returning book for teacher is in one semester and it can be extended, fiction is a week, and it can be extended twice”.

The same explanation is from library staff which is as follow.

“Sistem layanan perpustakaan yang diterapkan di SMP Semesta Semarang menggunakan sistem layanan Mixed Acces yaitu gabungan Open Acces dan Close Acces di mana pengguna perpustakaan dapat mencari sendiri (browsing) bahan pustaka yang diperlukan, bila tidak sesuai pengguna dapat langsung mencari alternatif atau petugas mencarikan bahan pustaka yang diinginkan sesuai dengan permintaan pengguna. Layanan terbuka di tunjang dengan adanya komputer untuk menelusuri koleksi.... komputer yang kami sediakan untuk melakukan pencarian hanya 15 unit untuk melayani pengguna dalam mencari buku pihak sekolah telah menyediakan katalog manual”.

“The library service system at Junior High School Semesta Semarang uses Mixed access system that is the combination of open access and close access in which the users can directly find out (browse) the reference or the library staff find out the reference as users’ request. The open service is supported by computer facility to search the collection.....there are just fifteen computers. To serve the users in finding book, this school has served manual catalog”.

A physic teacher, as the member of the library stated that.

“Ketentuan dalam peminjaman dan pengembalian buku adalah dengan kartu anggota. Setiap orang maksimal meminjam 5 buku dengan waktu peminjaman adalah 1 minggu. Selain itu, batas peminjaman dapat diperpanjang maksimal 2x diperpanjang.”

"The provision of borrowing and returning book is by using member card. each member can borrow a maximum of five books for a week and it can be extended for twice extension".

From the above interview can be known that the borrowing and returning system on the library circulation service is by using automation system, and mixed access. In the automation system, the borrowing, returning, and the extension of collection is via computer. While the Mixed access system is the combination of open access and close access, in which the users can directly find out (browse) the reference or the library staff find out the reference as users' request. The provision of borrowing book between student and teacher is different. It is done based on the need and provision set by the library user.

Besides having the circulation service, Junior High School Semesta Semarang has reference service. Clearly, the activities of reference service was explained by a teacher of Junior High School Semesta Semarang as the library user as follow.

"Dalam layanan referensi saya sangat senang sekali. Petugas perpustakaan melayani pengguna dengan baik. Setiap pengguna yang masih bingung diberikan informasi mengenai cara mengakses referensi atau koleksi-koleksi terbaru di perpustakaan SMP Semesta Semarang".

"In reference service, I am very pleased. The library staff serves users well. Each user who is still confused get information on the way to access reference or new collections in the library of Junior High School Semesta Semarang".

The above teacher's explanation informed that in doing reference service, the library staffs do it effectively. The collection of reference at

Junior High School Semesta Semarang was explained by a library staff as follow.

”Untuk mendukung kegiatan belajar, kami berusaha untuk memenuhi kebutuhan siswa dengan menyediakan buku, baik yang terkait dengan mata pelajaran tertentu maupun buku-buku penunjang lainnya yang langsung didatangkan dari Turki”

“To support the learning activity, we try to fulfill student’s need by providing books either related to a certain subject or supporting books which are directly imported from Turkey”.

Associated with the arrangement of reference service in the library, one of library administrator stated that.

“Untuk mempermudah siswa dalam mencari referensi yang dibutuhkan, kami menata buku-buku yang ada berdasarkan jenisnya. Untuk buku mata pelajaran, disusun berdasarkan mata pelajarannya, sedangkan untuk buku bacaan juga didasarkan atas jenis bacaannya.”

“To facilitate students in finding a reference, we arrange the book based on its type. For handbook, it is arranged based on its subject, while for the literature book is based on the type of the literature”.

Related to the collection room, the Principal stated that.

”Ruangan koleksi buku-buku dan koleksi kepastakaan yang kita miliki ini cukup luas yang kita fungsikan sebagai tempat koleksi tadi, di situ buku-buku disusun dalam rak-rak buku yang tertata rapi. Di dalamnya ada pencahayaan yang terang supaya pencari tidak kesulitan menemukan buku-bukunya, ada petugas lainnya telah bekerja ekstra keras dalam membuat katalog buku yang dimiliki”

“Our collection room is quite large that we use as a place of book and literature collection. In this room, those books are well-arranged in the book shelves. There is also a good lighting in order to make the users have no difficulty in finding the book. There are also other staffs who work hard to make a catalog”.

Based on the above interview, it can be known that the library literature is well-arranged. Each book is grouped based on its type. Each shelf is given a sign based on the book’s type. All of this makes users are easy to find the book they need.

Procurement of several references of Junior High School Semesta Semarang library is done by the foundation, and also the librarian. Several books are imported from Turkey.

The library of Junior High School Semesta Semarang has a searching information service as what is explained by the library administrator as follow.

”Kami memiliki layanan penelusuran informasi yang dapat digunakan siswa untuk mencari referensi yang akan dibutuhkannya. Komputer yang disediakan di perpustakaan juga terkoneksi dengan perpustakaan sekolah-sekolah yang ada di Turki dan di Indonesia. Sehingga siswa dapat membaca koleksi buku yang disediakan oleh digital library sekolah yang sudah mengadakan kerja sama dengan SMP Semesta.”

”We have a searching information reference that can be used by students to find reference needed. Computer which is provided by this school is also connected to the school’s library in Turkey and Indonesia. So students can read the books collection provided by the library digital which has cooperated with SMP Semesta”.

The above library administrator explanation informed that in the searching information service, students get a computer facility to access several references provided by the library of Junior High School Semesta Semarang even they can access the digital library from other schools such as from Turkey.

3. The User Satisfaction Characteristic of Computer-Based Library at Junior High School Semesta Semarang

Related to the given service, students of Junior High School Semesta Semarang said that they like the ongoing system that is a mixed access system. Here is the explanation of a seven grade student of Junior

High School Semesta Semarang about the service which is given by Junior

High School Semesta Semarang.

”Sistem layanan yang diberikan di perpustakaan sudah baik, siswa diperbolehkan mengakses buku-buku sendiri di ruang penelusuran informasi. Apabila kami belum menemukan bahan yang dicari, petugas perpustakaan siap membantu dalam mencari bahan yang kami butuhkan.”

”The library service system is good. We are allowed to access books in the information access room. When we have not found the book we need, the library staff is ready to help us find it”.

The above explanation is supported by the teacher’s explanation as the library user as follow.

“Masalah acces informasi sudah sangat baik, komputer pencari sudah disediakan di ruang penelusuran informasi sebanyak 15 unit. Sistem sirkulasinya cepat sebab menggunakan sistem digital atau otomasi. Sistem mixed acces yang diterapkan di perpustakaan, menjadikan pengguna dengan mudah mendapatkan bahan yang dicari. Sistem close acces meminimumkan resiko kehilangan buku.”

”For the information access is good enough. Fifteen computers have been provided to find out the information in the information access room. Its circulation system runs quickly because it uses digital system or automation. Mixed access system which is applied in the library makes users are easy to find the reference. The close access system minimizes the risk of losing the book”.

Based on the above interview, it can be known that the library users are satisfied on the service system from the library of Junior High School Semesta Semarang.

Regarding to the cost, students do not need to pay anything in using the library. Here is the explanation of library administrator of Junior High School Semesta Semarang about the cost of using the library.

”Perpustakaan kami ada untuk melayani pengguna, sehingga kami benar-benar memfasilitasi pengguna. Siswa tidak dipungut biaya ketika menggunakan perpustakaan. Kartu perpustakaan memang sudah diberikan pihak perpustakaan tanpa memungut biaya kepada siswa. Hanya saja ketika siswa menghilangkan buku, kami memiliki sanksi sendiri dimana siswa harus mengganti buku atau mengganti biaya pembelian buku. Dengan adanya sanksi tersebut, siswa kami menjadi lebih hati-hati dalam menjaga buku yang dipinjam dari perpustakaan.”

"Our library is just for serving users, so we really facilitate them. Students do not need to pay anything. The library card has been given without asking students to pay it. It is just when students lose the book, we ask them to change the book or to pay the book cost. With this punishment, our students will more carefull to maintain the book from this library).

Access to information in Junior High School Semesta Semarang library is easy. Everything is done automatically so it can run quickly. The ease to get information was explained by the Principal of Junior High School Semesta Semarang as follow.

"Pegguna perpustakaan baik siswa maupun guru selama ini merasa senang. Mereka merasa mudah dalam mengakses informasi dan juga mudah mendapatkan buku di ruang referensi. Untuk siswa baru, kami mengadakan orientasi perpustakaan, yang memberikan informasi kepada siswa baru cara memanfaatkan perpustakaan mulai dari pengaksesan informasi, peminjaman, pencarian buku, serta pengembalian buku. Dengan adanya orientasi tersebut, siswa akan lebih mudah dalam menggunakan perpustakaan SMP Semesta Semarang."

"The library user both teacher and student are happy. They are easy to access the information and get the book in the reference room. We have a library orientation for new students, in which it gives information to new students about the way to utilize the library starting from accessing information, borrowing, searching, and returning book. With this orientation, students are more easy to use the library".

The above Principal's explanation informed that the users were facilitated in accessing the information at the library.

The speed and accuracy of finding information is the library user's hope. To achieve it needs several facilities and information accessing tool both manually and electronic. The user's satisfaction of the quick information was explained by the library administrator of Junior High School Semesta Semarang as follow.

"Untuk mempercepat pelayanan dan juga untuk mempercepat akses informasi sistem layanan kami dilakukan secara otomatis. Untuk mendukung sistem otomatis tersebut, kami telah memberitahukan mengenai sistem pelayanan diperpustakaan. Peminjaman dan pengembalian dilakukan secara otomatis."

“To speed the service and information access, we have an automation service system. To support this automation system, we have informed about the service system in the library. The borrowing and returning book are done automatically”.

The above explanation informed that the library of Junior High School Semesta Semarang give a quick service because it uses digital service system.

B. Finding

1. Room Design Characteristic of Computer-Based Library at Junior High School Semesta Semarang

- a. Digital Library at Junior High School Semesta Semarang is divided into three rooms, namely reading room, collection, and information access.
- b. The large of the library is 10 x 15 m and equipped by digital facilities such as CCTV, internet connection, LCD, AC, and display board.
- c. The library looks out upon the East in order to make it getting sunlight in the morning.
- d. There are fifteen computers in the information access room which are arranged in a circle.
- e. The library furniture is arranged in a straight line that has a wide range and its size is suitable to the need.

2. Characteristic of Computer-Based Library Service at Junior High School Semesta Semarang

- a. The library service of Junior High School Semesta Semarang includes circulation service, reference service, and information access service.
- b. The circulation service serves the borrowing, returning, and the extension of borrowing book.
- c. The library card of Junior High School Semesta Semarang Semarang is in the form of a barcode that can be read by a computer.
- d. The time of borrowing, returning, and extension of a book is done in the school hours.
- e. Each library user can borrow book for a maximum borrowing of five books in a week.
- f. The circulation service in the library of Junior High School Semesta Semarang uses automation system and Mixed access.
- g. The references are well-arranged based on its type.
- h. Procurement of several references of Junior High School Semesta Semarang library is done by the foundation and also the librarian.
- i. The information access service gives a service such as accessing reference, playing CDs, and accessing digital library to schools in Turkey.

3. The User Satisfaction Characteristic of Computer-Based Library at Junior High School Semesta Semarang

- a. The library users are satisfied on the service system that uses mixed access which is done digitally and automatically.
- b. Users do not need to pay anything, but they will get a punishment when losing books they borrow.
- c. Users feel easy to access information in the library.
- d. Users are satisfied with the quick information in the library of Junior High School Semesta Semarang because it has a special facility such as computer, catalog, and display board.