



TRAINING ON THE IMPORTANCE OF DIGITAL PORTFOLIOS FOR PRIVATE CAMPUS STUDENTS

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Abstract

This community service activity aims to increase the understanding of partners related to CV and increase expertise in making digital portfolios. This activity was preceded by analyzing the current situation faced by the partners. From the results of this analysis, the team concluded that a training activity related to the importance of digital portfolios for students was needed. The partners of this community service activity are students who are studying at Universiti Sabah Malaysia and Jakarta State University. This activity was done online via the Zoom application on Monday, July 10th 2023. Based on the evaluation results of this activity, students' understanding and abilities had increased about digital portfolio creation.

Keywords: Digital Portfolios, Private Campus Students, Social Media

INTRODUCTION

Students are the successors of the country's development, especially in developing knowledge to encourage the progress of society. Concerning education, students have a big responsibility in the Tri Dharma of Higher Education. The Tri Dharma of Higher Education includes education, research and development, and community service.

After completing a study period at a lecture bench, the main goal of a fresh graduate is to get a job to apply the knowledge and skills they already have (Arumi & Yudatama, 2017). As a provision for finding work, a fresh graduate must prepare many things, including academic ability and administrative documents. In companies, the first stage in the recruitment process is the selection of administrative files by looking at the Curriculum Vitae and Cover Letter (Manurung et al., 2022).

Curriculum Vitae, commonly abbreviated as CV, is a summary of a person's educational journey and professional activities, and each CV will be different for each person. A good CV will catch the attention of the company. From there, the figure of the applicant will be illustrated, for example, having healthy and clear ambitions, track record, breadth of interests, skills, and personality wisdom. These factors will support a person in working and completing their responsibilities (Tri Utami et al., 2022).

Training on making attractive Curriculum Vitae by utilizing information technology in the digitalization era is necessary. Thus, the service team seized this opportunity to provide community service, especially for final-year students.

Based on the situation analysis described above, the problems faced by Partners from this activity to the community are: (1) Partners still lack knowledge about CVs; (2) Partners still lack knowledge about the importance of a CV portfolio; and (3) Partners still lack knowledge about digital portfolios.

METHOD AND PROCEDURES

Based on the situation analysis carried out by the Community Service Team, the Partners of this Community Service activity need training that will increase their knowledge and skills related to the importance of making a digital CV. In addition, this activity is expected to increase student competence in making CVs digitally and attractively. This Community Service activity is aimed at students to provide knowledge related to CV digitally. In addition to providing theory, this activity will also provide opportunities for partners to practice directly. The following material will be presented in this training activity, namely: (1) The importance of a CV; (2) Discussion of CVs; (3) CV Making Application.

This training activity was organized by the team proposing an online community service program through the Zoom Meeting application. This online implementation is carried out because the location of one of the partners is far enough so that activities will be more effective and efficient if carried out online. Training activities will be preceded by lectures (presentation of the material), practice, and discussions (questions and answers). With practice, participants are expected to understand the material presented well. Participants in this training were active students at Universiti Malaysia Sabah and Universitas Negeri Jakarta who were taking thesis courses or had taken research methodology courses. The series of these activities consist of (1) Participant identification, (2) Identification of Participant Needs, (3) Determination of Activity Schedules, (4) Implementation of Activities, and (5) Evaluation of Activity Results.

The details of the information of this training activity are as follows:

1. Time and Place of Implementation

Day and Date Implementation: Monday, July 10, 2023

Implementation Time: 08.00-10.30 WIB (UTC +7) // 09.00-11.30 MST (UTC +8)

Place of Implementation: Virtual Conference (Zoom Application)

Participants: Students of Universiti Malaysia Sabah and Universitas Negeri Jakarta

2. Implementation (Event Arrangement)

The composition of the implementation event is as follows:

08.00-09.30: Submission of Materials by Dr. Christian Wiradendi Wolor, S.E., M.M

09.30-10.15: Practice

10.15-10.30: Discussion (Q&A)

10.30: Closing

3. Training materials:

(1) What is a digital portfolio; (2) Functions and benefits of digital portfolios; (3) Portfolio creation applications (LinkedIn, Blog, YouTube, and social media); and (4) Activities that need to be done now as a student.

RESULTS

This community service is carried out as a solution offered to overcome partner problems, which are related to the importance of digital portfolios for today's students. This service program consists of several implementation methods or stages, namely education and training on the importance of digital portfolios to evaluation monitoring. Partners of this activity require training to increase their knowledge and skills related to making digital CVs. Furthermore, the evaluation results show that this activity has increased student competence in making CVs digitally and attractively.

This activity team provides solutions through various activities to support skills in creating digital learning media for students at Universiti Malaysia Sabah and Universitas Negeri Jakarta. The stages of training on the importance of making a digital CV consist of several steps, from delivering material, technical training, discussion and question and answer, evaluation, and monitoring. Overall, with this activity, participants felt satisfied with the training from the service team. This can be seen from the aspect of the importance of the material, the benefits of the material, the clarity of the presentation of the material, and satisfaction with the implementation of the training. The service team handed over the material in the form of PowerPoint to participants for future learning materials for participants. This material is expected to be useful for participants in starting the digital CV creation process.

Documentation of the online implementation of this activity is presented in Figure 1 and Figure 2 below.

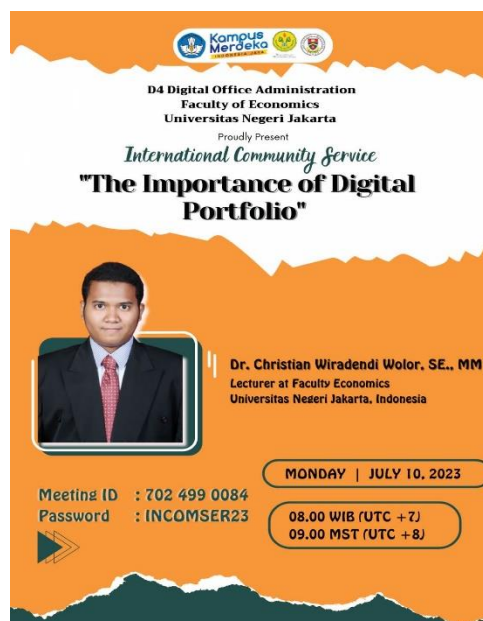


Figure 1. E-Flyer of This Training

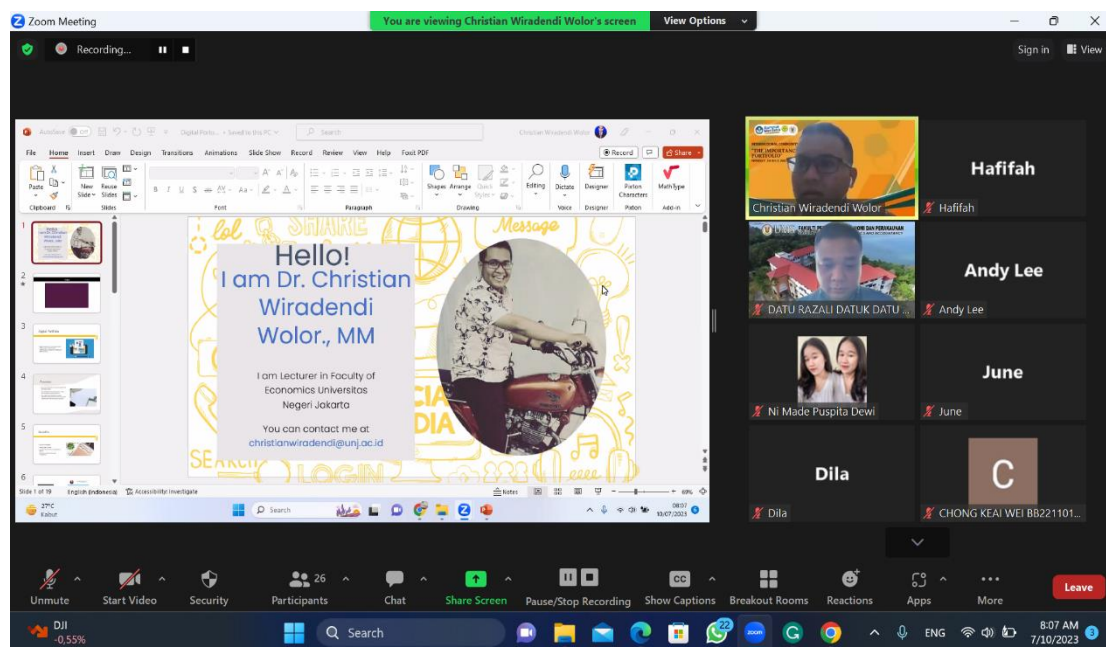
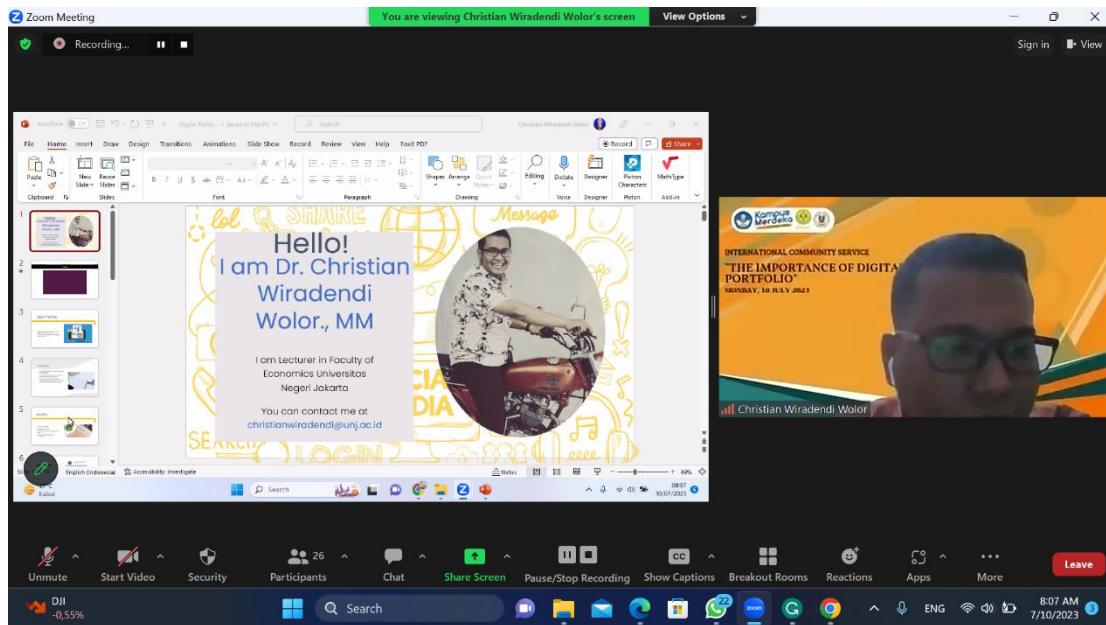


Figure 2 Submission of Materials by Dr. Christian Wiradendi Wolor, S.E., M.M

CONCLUSION

The implementation of this activity has been going smoothly through online workshops, which are adjusted to the agreement with the partners first. Implementing Community Service through Training Activities in making this Digital CV has benefited all partners, namely students. With training activities carried out by this service team, partners can improve fundamental skills in making Digital CVs, which can be a distinct advantage for students to increase creativity in making Digital CVs in helping students later apply for jobs or entrepreneurship.

After this training activity, it is necessary to carry out training and implementation on an ongoing basis to help students get used to making digital CVs properly. Training topics related to the basis for making digital CVs can also be further developed so that activity participants can feel the benefits of Community Service activities on an ongoing basis.

ACKNOWLEDGMENTS

Thanks for the support from Partners, especially students who have helped and participated in this activity very well. We hope that the material presented can equip students to prepare themselves when applying for jobs later. In addition, we also plan to carry out community service activities in the next period.

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