

ABSTRAK

**KEMAMPUAN MANAJEMEN WAKTU HARIAN
MAHASISWA UNIVERSITAS SANATA DHARMA KABUPATEN MAPPI *STUDENT*
RESIDENCE PAINGAN ANGKATAN KE DUA TAHUN AJARAN 2020/2021**

Paskalius Kali Modok

Universitas Sanata Dharma

2021

Penelitian ini bertujuan untuk mengetahui gambaran tentang tingkat kemampuan manajemen waktu harian menurut tingkat prioritasnya, mengidentifikasi butir-butir skor pengukuran kemampuan manajemen waktu harian yang capaian skornya sedang, rendah dan sangat rendah untuk mengusulkan topik-topik bimbingan. Subjek penelitian ini adalah mahasiswa S1 Universitas Sanata Dharma *Student Residence* paingan, angkatan kedua tahun ajaran 2020/2021 berjumlah 54 orang. Manajemen waktu harian yang dimaksudkan dalam penelitian ini adalah kemampuan mahasiswa Kabupaten Mappi dalam memprioritaskan waktu harian menurut tingkat prioritasnya dalam bidang akademik dan non akademik selama menjalankan proses perkuliahan dan aktivitas di asrama secara bersamaan. Penelitian ini adalah penelitian kuantitatif deskriptif. Alat pengumpulan data ialah Kuesioner Kemampuan Manajemen Waktu Harian berjumlah 60 item, yang di susun oleh peneliti.

Hasil pengukuran reliabilitas menggunakan rumus *Alpha Croanbach* dengan koefisiensi reliabilitas 0, 896. Hasil penelitian menunjukkan bahwa terdapat 11 (20, 4%) mahasiswa yang memiliki kategori kemampuan manajemen waktu harian yang tinggi. Terdapat 10 (18, 5%) mahasiswa yang memiliki kemampuan manajemen waktu harian dalam kategori rendah. Terdapat 31 (57, 4%) kemampuan manajemen waktu harian mahasiswa yang masuk dalam kategori sedang. Terdapat 1 (1, 9%) kemampuan manajemen waktu harian mahasiswa yang sangat tinggi. Terdapat 1 (1, 9%) Mahasiswa yang memiliki kemampuan manajemen waktu harian yang sangat rendah.

Oleh karena itu, disusunlah topik-topik bimbingan berdasarkan item-item yang memiliki capain skor sedang, rendah dan sangat rendah untuk meningkatkan kemampuan manajemen waktu harian, seperti membuat daftar kegiatan harian, jadwal pribadi, serta lebih teratur dalam mengatur penggunaan waktu harian secara baik, efektif dan efisien.

Kata kunci: Kemampuan Manajemen Waktu Harian, Mahasiswa Kabupaten Mappi

ABSTRACT

**THE CAPABILITIES OF DAILY TIME MANAGEMENT
SANATA DHARMA UNIVERSITY' STUDENTS
FROM MAPPI REGENCY AT STUDENT RESIDENCE PAINGAN
2ND BATCH OF ACADEMIC YEAR 2020/2021**

Paskalius Kali Modok

Sanata Dharma University

2021

The aim of this study is to figure out how Sanata Dharma University students at Student Residence Paingan handle their time on a daily basis. The focus of this research is the students from Sanata Dharma University who live in Paingan Student Residence, especially students from Mappi Regency who are pursuing a bachelor's degree at Sanata Dharma University. They are students from Mappi Regency's second batch, which consists of 54 students for the academic year of 2020/2021. The capacity of students to prioritize academic and non-academic tasks during the course and activities in the dormitory at the same time is the subject of this research. This is a comprehensive quantitative analysis with a 60-item Questionnaire with Daily Time Management Capability collected by researchers as the data collection instrument.

The *Alpha Croanbach* formula was used to determine reliability, with a reliability coefficient of 0,896. The findings revealed that Sanata Dharma University students from Mappi Regency in student residence Paingan have a comparatively high degree of capacity to balance everyday time in carrying out academic and non-academic tasks. That is, students are able to prioritize tasks in line with their needs by effectively and efficiently utilizing time, as shown by the fact that 11 (20.4%) students have a high category of everyday time management skills. Ten students 10 (18.5%) are in the poor range for regular time management skills. Students with mild regular time management experience accounted for 31 (57.4%) of all students. One student (1.9%) has a very high regular time management skills. One student (1.9%) has exceptional regular time management lowest skills.

Therefore, personal guidance topics are prepared based on items that have moderate, low and very low scores to improve daily time management skills, such as making a list of daily activities, personal schedules, and more regularly in managing daily time usage in a good, effective and efficient manner.

Keywords: Daily Time Management Capability, Mappi Regency' students.