**JADWAL UJIAN AKHIR SEMESTER GENAP 2015/2016**

**PRODI ADMINISTRASI PERKANTORAN D3 UNY WATES**

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| **Hari** | **Waktu** | **Mata kuliah/Kelas** | **Kode/SKS/Sem.** | **Ruang** | **Dosen** |
| **Senin, 6-6-2016**  | **07.30-09.00** | **Bhs. Indonesia/ B** | **MKU5209/1T1P/2** | **Multi Media** | **Setiawan Pujiono, M.Pd** |
| **09.10-10.50** | **Bhs. Indonesia/A** | **s.d.a** | **Multi Media** | **Setiawan Pujiono, M.Pd** |
| **07.30-10.00** | **Prosedur dan Metode Kerja/A** | **MAD5335/1T2P/4** | **Lab. Mengetik** | **Muslikhah D.H.,M.Pd.** |
| **10.10-11.40** | **Prosedur dan Metode Kerja/B** | **s.d.a** | **Lab. Mengetik** | **Muslikhah D.H., M.Pd.** |
| **11.00-12.30** | **Manajemen K3/A** | **MAD5223/1T1P/4** | **Multi Media** | **Rr Khusnu Syarifa Diah Kusuma,M.Si./Joko Kumoro, M.Si.** |
| **On line** |  |  |  | **Yerri Hartanto, M.Si.** |
| **13.00-14.30** | **Manajemen K3/B** | **s.d.a** | **Multi Media** | **s.d.a** |
| **Selasa** | **07.30-09.00** | **Manaj. UMKM dan Koperasi/A** | **EIF5206/2P/2** | **Lab. Mengetik** | **Barkah Lestari, M.Pd.** |
| **09.00-10.30** | **Manaj. UMKM dan Koperasi/B** | **s.d.a** | **Lab. Mengetik** | **Barkah Lestari, M.Pd.** |
| **07.30-09.00** | **Bhs. Inggris Bisnis/B** | **MAD5208/2P/4** | **Lab. Multi Media** | **Nadia Sasmita, M.Si./Muslikhah D.H., M.Pd.** |
| **09.10-10.40** | **Bhs. Inggris Bisnis/A** | **s.d.a** | **Lab. Multi Media** | **NadiaSasmita, M.Si./Muslikhah D.H., M.Pd.** |
| **07.30-09.00** | **Simulasi Perkantoran/A** | **MAD5203/2P/4** | **Lab. Simulasi Perkantoran (Pusat)/R.5** | **Joko Kumoro, M.Si** |
| **09.10-10.50** | **Simulasi Perkantoran/B** | **s.d.a** | **Lab. Simulasi Perkantoran (Pusat)/R.5** | **Joko Kumoro, M.Si** |
|  | **On line** | **Pancasila/ A dan B** | **MKU5208/2T/2** |  | **Halili, M.A.** |
| **Rabu** | **07.30-09.00** | **Mengetik/B** | **MAD5224/2P/2** | **Lab. Mengetik** | **Wahyu Rusdiyanto, MM** |
| **09.10-10.50** | **Mengetik/A** | **s.d.a** | **s.d.a** | **Wahyu Rusdiyanto, MM** |
| **07.30-09.00** | **Adm. SDM/A** | **MAD5204/1T1P/2** | **Lab. Multi Media** | **Rosidah, M.Si** |
| **09.10-10.50** | **Adm. SDM/B** | **s.d.a** | **s.d.a** | **Rosidah, M.Si** |
| **07.30-09.00** | **Multi Media/A** | **MAD5221/2P/4** | **Lab. Komputer** | **Arwan N. R., M.Pd.** |
| **09.10-10.50** | **Multi Media/B** | **s.d.a** | **s.d.a** | **s.d.a** |
| **11.00-12.30** | **Humas dan Keprotokolan/B** | **MAD5214/2P/4** | **R.5** | **Rosidah, M.Si.** |
| **13.00-14.30** | **Humas dan Keprotokolan /A** | **s.d.a** | **R.5** | **Rosidah,M.Si.** |
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| **Kamis** | **07.30-09.00** | **Bhs. Inggris/A** | **MKU5211/2P/2** | **Lab. Multi Media** | **Rachmi D., M.Pd** |
| **09.10-10.50** | **Bh. Inggris/B** | **s.d.a** | **s.d.a** | **s.d.a** |
| **09.10-10.50** | **Teknologi Perkantoran/A** | **MAD5218/2P/4** | **Lab. Teknologi Perkantoran (Pusat)** | **Purwanto, MM., M.Pd** |
| **11.00-12.30** | **Teknologi Perkantoran/B** | **s.d.a** | **s.d.a** | **Purwanto, MM., M.Pd** |
| **09.10-10.50** | **Komputer Data Base/A** | **MAD5220/2P/2** | **Lab. Komputer** | **Arwan N. R., M.Pd** |
| **11.00-12.30** | **Komputer Data Base/B** | **s.d.a** | **s.d.a** | **Arwan N. R., M.Pd** |
| **Jumat** | **07.30-09.00** | **Ilmu Alamiah Dasar A**  | **MKU52152T/2** | **Lab. Mengetik** | **Yerey Hartanto, M.Si** |
| **09.10-10.50** | **Ilmu Alamiah Dasar B** | **s.d.a** | **Lab. Mengetik** | **Yerey Hartanto, M.Si** |
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| **Senin** | **11.00-12.30** | **Administrasi Perkantoran/A** | **MAD5203/1T1P/2** | **R.GB 12** | **Joko Kumoro, M.Si** |
|  | **13.00-13.30** | **Administrasi Perkantoran/B** | **s.d.a** | **R.GB 12** | **Joko Kumoro, M.Si** |
|  | **07.30-10.00** | **Adm. Sarana Prasarana/B** | **MAD5307/1T2P/4** | **Lab. Multi Media** | **Purwanto, MM., M.Pd.** |
|  | **10.10-11.40** | **Adm. Sarana Prasarana/A** | **s.d.a** | **Lab. Multi Media** | **Purwanto, MM., M.Pd.** |
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| **Selasa** | **07.30-09.00** | **Adm. Kearsipan/B** | **MAD5303/1T2P/2** | **Lab Komputer** | **Sutirman, M.Pd.** |
|  | **09.10-10.50** | **Adm. Kearsipan/A** | **s.d.a** | **Lab. Komputer** | **Sutirman, M.Pd.** |
|  | **09.10-10.50** | **Korep. Niaga/B** | **MAD5211/2P/4** | **R.5** | **Djihad Hisyam, M.Pd** |
|  | **11.00-12.30** | **Korep. Niaga/A** | **s.d.a** | **R.5** | **Djihad Hisyam,M.Pd** |
| **Rabu** | **07.30-09.00** | **Penget. Hukum Bisnis/B** | **MAD5243/1T1P/4** | **R.5** | **Rr Khusnu Syarifa Diah Kusuma,M.Si.** |
|  | **09.10-10.50** | **Penget. Hukum Bisnis/A** | **s.d.a** | **R.5** | **Rr Khusnu Syarifa Diah Kusuma,M.Si** |
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| **Kamis** | **07.30-09.00** | **Komunikasi/B** | **MAD5213/1T1P/2** | **R.GB 12** | **Dr. Suranto, M.Si, .M.Pd.,** |
|  | **09.10-10.50** | **Komunikasi/A** | **s.d.a** | **R.GB 12** | **Dr. Suranto, M.Si, .M.Pd.,**  |

**Kaprodi Administrasi Perkantoran D3**

**ROSIDAH, M.SI**

 **19620422 198903 2 001**