

Paper 88 – Education

PERCEPTION OF EIUC SDA OFFICE SECRETARIES TOWARD SUBJECTS IN ASMI KLABAT CURRICULUM

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ABSTRACT

Secretary students and secretaries face many challenges and requirements from the bosses that they have to improve their knowledge and skills. They received all knowledge and skills also various trainings and workshops when they were still at the academy/university. This study aimed to find out the perception of SDA (Seventh Day Adventist) secretaries who works at EIUC (East Indonesian Union Conference) toward subjects at ASMI Klabat. This is a qualitative study, which used in-depth interview to gather data. There were 29 respondents who are all secretaries at EIUC office. This study found out that most of the subjects taught at ASMI Klabat are useful and only few are not. Moreover, several subjects appeared to be useful at workplace but are not taught at ASMI Klabat. Hence, the researcher advises all ASMI Klabat board and instructors to discuss changing in the curriculum and to improve the quality of the subjects so that they might meet the needs and requirements at workplace.

Keywords: Perception, Secretaries, ASMI Klabat Curriculum

