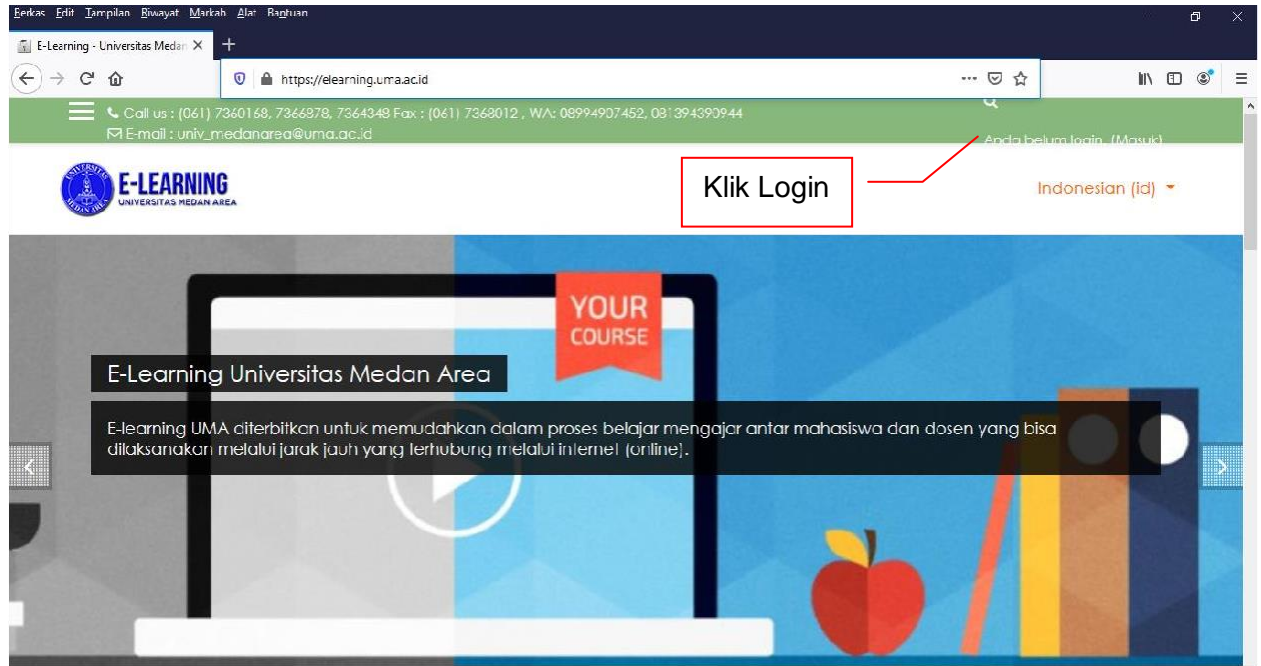
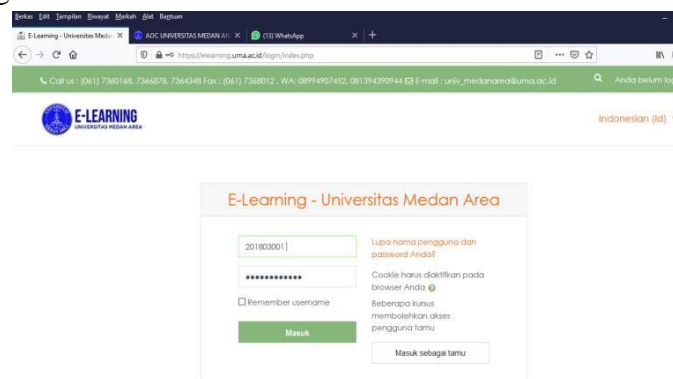


# PANDUAN ABSENSI MENGUNAKAN ELEARNING Magister Ilmu Hukum

1. Langkah pertama login ke website [elearning.uma.ac.id](https://elearning.uma.ac.id)



2. Kemudian login atau masuk



Akses login >>> Nama pengguna = **(NPM MAHASISWA)**

Password = **mahasiswauma**

3. Kemudian akan muncul tampilan berikut ini (Sesuaikan Dengan Tahun Ajaran yang saat ini) :

The screenshot shows a user interface for a learning management system. At the top, there is a green header with contact information: "Call us : (061) 7360168, 7366878, 7364348 Fax : (061) 7368012 , WA: 08994907452, 081394390944" and "E-mail : univ\_medanarea@uma.ac.id". Below the header, a notification bar states "You are unenrolled from the course 'SEJARAH HUKUM'.". The main content area is titled "Kategori Kursus" and features a dropdown menu currently set to "TAHUN AJARAN 2020/2021". A red box labeled "Klik" points to this dropdown. To the right, there is a sidebar with sections: "Menu utama" (containing "Pengumuman situs"), "Kursus Yang Saya Ikuti" (listing "METODOLOGI PENELITIAN ILMU HUKUM", "SOSIOLOGI HUKUM", "FILSAFAT HUKUM", "TEORI HUKUM", and "POLITIK HUKUM"), and "Kalender". Below the main content, there is a "Pengumuman situs" section with a message from "ict Administrator" dated Monday, 13 April 2020, 09:33, regarding a tutorial for UTS preparation.

4. Sebagai Contoh, Ketika akan ingin mengabsen mata kuliah **Sejarah Hukum**. Langkah pertama Klik **Tahun Ajaran 2020/2021**
5. Kemudian Pilih Magister Ilmu Hukum > Semester 1 > Sejarah Hukum

The screenshot shows a course selection interface. At the top, there is a green header with contact information: "Call us : (061) 7360168, 7366878, 7364348 Fax : (061) 7368012 , WA: 08994907452, 081394390944" and "E-mail : univ\_medanarea@uma.ac.id". Below the header, there is a search bar with the text "TAHUN AJARAN 2020/2021 / PROGRAM PASCA SARJANA". The main content area is titled "Kategori Kursus" and features a dropdown menu currently set to "TAHUN AJARAN 2020/2021". Below the dropdown, there is a list of course categories: "MAGISTER ILMU ADMINISTRASI PUBLIK", "MAGISTER AGRIBISNIS", "MAGISTER ILMU HUKUM", "SEMESTER I", "SEMESTER II", "SEMESTER III", and "MAGISTER PSICOLOGI". The "MAGISTER ILMU HUKUM" category is expanded, showing a list of subjects: "METODOLOGI PENELITIAN ILMU HUKUM", "SOSIOLOGI HUKUM", "FILSAFAT HUKUM", "TEORI HUKUM", "SEJARAH HUKUM", and "POLITIK HUKUM". Red arrows point to "MAGISTER ILMU HUKUM", "SEMESTER I", and "SEJARAH HUKUM".

6. Kemudian Pilih Absensi sesuai dengan pertemuannya, Sebagai Contoh akan absensi pertemuan 1

The screenshot shows a web browser window with the URL <https://elearning.uma.ac.id/course/view.php?id=3141>. The page title is "SEJARAH HUKUM" and it is part of the "Depan / Kursus Yang Saya Ikuti / SH" section. The interface lists several meetings:

- Pengumuman**
- Pertemuan 1 (02 Oktober 2020)** with an **Absensi** link highlighted by a red box and the word "Klik" written inside it.
- Pertemuan 2 (09 Oktober 2020)** with **Absensi** and **Materi Pertemuan 2** links.
- Pertemuan 3 (16 Oktober 2020)** with an **Absensi** link.

At the bottom, there is a date range "23 October - 29 October" and a URL: <https://elearning.uma.ac.id/mod/attendance/view.php?id=21807>.

7. Kemudian Pilih **Submit attendance** , maka akan muncul status menjadi “Hadir”

The screenshot shows the 'SEJARAH HUKUM' attendance report page. The table below shows the current status of two sessions.

Tanggal	Description	Status	Points	Remarks
Fri 2 Oct 2020 5:30PM - 7PM	Regular class session	Hadir	10 / 10	Self-recorded
Thu 15 Oct 2020 9PM - 10PM	Regular class session			

Below the table, a red box labeled 'Klik' points to the 'Submit attendance' link. Summary statistics show 1 session taken, 10 points, and 100.0% attendance.

The screenshot shows the same attendance report page after submission. A blue notification banner at the top states: 'Your attendance in this session has been recorded.' The table below shows the updated status of the second session.

Tanggal	Description	Status	Points	Remarks
Fri 2 Oct 2020 5:30PM - 7PM	Regular class session	Hadir	10 / 10	Self-recorded
Thu 15 Oct 2020 9PM - 10PM	Regular class session	Hadir	10 / 10	Self-recorded

Summary statistics now show 2 sessions taken, 20 points, and 100.0% attendance.

9.

Ketentuan Absen :

1. Pastikan Mengisi Absen Sesuai dengan pertemuan dan tanggal pertemuannya
2. Pastikan Mengisi Sesuai jadwal mata kuliah ( 10 Menit Sebelum mulai **SAMPAI** Perkuliahan ditutup) .
3. Jika terjadi kendala saat mengisi absen , bisa menghubungi **Kassubag Magister Ilmu Hukum** : CP Yovie Prasetio ( 0821 6427 4084)