

SCHOOL LIBRARY SERVICES AT UPT SMA NEGERI 5 ENREKANG DURING THE PANDEMIC PERIOD

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ABSTRACT

The purpose of this study was to determine library services in this case circulation services, reference services, on-site reading services and ICT-based services as well as supporting and inhibiting factors in school library services. This research approach is qualitative with a type of description. Data collection techniques were carried out by interview, observation and documentations. Data analysis techniques using data reduction, data presentation and drawing conclusions. Checking the validity of the data is done by triangulation technique. The research results showed that : 1) the circulation service has a collection of 19,839 books, but does not yet have a non-book collection such as tape recorders, sound slides, video cassettes, sound films and many more. The system used in this library is an open service system. 2) The reference service has 587 collections consisting of dictionaries, encyclopedias, maps and others. In this service, users can obtain information and assistance regarding the existence of the collection needed. 3) on-site reading services, in this service the library provides 6 reading tables placed in several corners of the room so that students get good lighting and air circulation. However, this service is currently unavailable because students rarely use it. 4) ICT-based services, in the SMA Negeri 5 Enrekang library this service is not yet available because officers are still in the stage of entering library materials into the library application. While the supporting factors for library services are the personnel or the staff themselves, staff commitment and adequate books. While the inhibiting factors are the library collections which are still in hard copy form, lack of student interest and limited staff/librarians.

Keyword : Library service, school library

INTRODUCTION

At the time when the Covid-19 pandemic had entered a national disaster, outdoor activities were limited which resulted in the closing of shopping centers for government agencies. One of those affected is the library, where the library is a place for student learning, to add knowledge and information other than in the classroom.

The term library comes from the word “pustaka” which means book or books. (Basuki (2010) explains that in English "library" means library, while *liber* or *libri* in other languages also means books. So it's not surprising if you hear the word library, we will imagine a room full of books.(Zulkarnain 2018)

Law Number 43 of 2007, explains that a library is an institution capable of collecting written, printed, and recorded works using standard methods to complement the educational, preservation, and recreational interests of users.(Barreto 2007)

And Deputy II Library of the Republic of Indonesia regarding the school library, is a vital resource in an effort to support the process of increasing the value of learning in schools. Through the library a lot of information obtained and utilized for the benefit of learning. The library is expected to play a role as a means of education, information, research, preservation and recreation to educate the nation.(Sumber n.d.)

Aside from being a place to store and manage collections, the library is also used as a place to store information that is all prepared to support learning. Where the information can be in the form of books, references, journals, electronic journals, electronic books and other reading materials.

In addition to the collections in the library, services are also needed, because these services deal directly with library users. Where service is the main thing in library activities, because without service there will also be no library and it can be said that a library without service will only be a warehouse for storing books.

According to Kosam Rimbawa and Supriyanto (2006: 122-123), services are all types of activities carried out directly or indirectly with users of library services.(Zendrato 2017)

Lahas Hs. (1994:122), library services include all service activities to users related to the utilization of library collections with functions that are appropriate and timely to the needs of users. This service is provided by the library for information dissemination and collection utilization.(Rohmadi 2017)

The library is an important component in education that cannot be separated from its existence as an effort to educate the life of the nation. To support the growth and development of education, adequate library facilities are needed, where the availability of facilities can support the smooth running of library activities so that library functions can run optimally. Library services are activities carried out by library staff to provide services to users. Serving users does not only provide directions but helps provide information, so that users can use relevant, precise and accurate information. Services that are usually available in libraries include circulation services, references, reading on the spot and ICT-based services, where the quality of library services must be improved so that the

activities of providing information services to users are more effective. If the service quality is good, students will be interested in visiting and reading and other activities in the library.

Based on the results of previous studies that support and have relevance to the research context under study, including: research from (Yuliana and Mardiyana 2021) with the title "The Role of Librarians in the Quality of Library Services at SMAN 1 Pleret". The results of this study concluded that 1) librarians were able to demonstrate the existence of the school library, 2) librarians participated in providing services in an appropriate and reliable manner, 3) librarians were able to convey information clearly and precisely to students. 4) Librarians have the ability to increase student confidence in the library, add insight and be able to maintain politeness. 5) Librarians can understand the needs of students as librarians.

Subsequent research ((Rosiyana and Maha 2020) entitled "Library Services in the Pandemic Era as an Implementation of Industry 4.0: A Case Study of Pddi Lipi." Researchers only focus on online library services. From this research it can be concluded that libraries must continue to develop so that the services provided are always excellent. The role of the library here, namely as a scientific documentation data center (PDDI) as a source of knowledge and information provider can work well and can provide problem solving for users of various kinds of existing online services.

Based on this phenomenon, it is very important to always pay attention to and improve library services. The following is an interview conducted with the head librarian of SMA Negeri 5 Enrekang, the result is that the management of library services is not maximized because those who manage the library are subject teachers who concurrently, this is due to the limited number of experts/librarians. Based on the previous description, researchers are interested in conducting research related to School Library Services at UPT SMA Negeri 5 Enrekang During the Pandemic.

METHOD

In this study, researchers used qualitative methods. This research was conducted from April to June 2022 at UPT SMA Negeri 5 Enrekang. The data sources in this study were the head of the school librarian, the principal, 2 teachers and 3 students. For data collection techniques using interviews, observation and documentation. The data analysis technique used in this study is qualitative analysis using an interactive model. As in (BISTARA 2014) the interactive analysis model begins with collecting, reducing, presenting and drawing conclusions and during research data collection is carried out continuously.

FINDINGS AND DISCUSSION

Based on the results of the research that will be presented includes four types of services, namely circulation services, reference services, on-site reading services and ICT-based services. As well as supporting factors and inhibiting factors for library services at UPT SMA Negeri 5 Enrekang.

Circulation services

Circulation services are services that serve borrowing and returning books or library collections. The main task of this service is to serve users who will borrow

and return books or library collections.(Handiningsih 2015)

Based on the results of the study, it was found that circulation services in the SMA Negeri 5 Enrekang library were running as they should, where book collections such as textbooks, fiction and non-fiction were sufficient, but non-book collections such as cassette recordings, sound slides, videotapes and sound film, where this collection is not yet available in the library.

Every user who will borrow or return books before must go through a procedure, where the procedure for borrowing books includes: 1) users search for and select books to borrow, 2) users submit books to be borrowed to officers and library member card staff, 3) officers will verify the membership card, whether it really belongs to the user or to another user, 4) after checking the member card, then the user is given a special book for recording borrowing and returning books according to each class, where the user will write down the name, book name, book publisher, year of publication, book number and borrowing date accompanied by a signature, and the user is given his member card back.

The procedures for returning books include: 1) the user submits the collection to the officer, 2) the officer will check the special book for recording loans and returns, according to the username that will return the collection and if all collections have been returned, the staff will give a library free card.

If the user loses the book he borrowed, the user will be fined of IDR 50,000 or a photocopy of the book in question, the purpose of the fine is so that the books in the library remain intact and well maintained and so that users can retrieve items properly. taking care of the books he borrowed.

At this time several libraries already use technology for recording and checking library materials and inventory, but the SMA Negeri 5 Enrekang library still uses the manual method, when borrowing or returning books, recording library materials and recording library inventory. While the regulations in the library have not been fully complied with, for example students who are noisy, employees who do not pay attention/check the library membership card where the library has a rule that students who borrow or return books must bring a membership card, if not brought, staff are not allowed to lend collections to students. This library uses an open service system where users are free to search, take their own materials, information needed.

The findings above are supported by (Azizah 2014) Circulation or lending services are carried out by writing the name of the person concerned and the title of the book on the loan list. Books can be borrowed for up to 2 days. As for the number of books that can be borrowed for 1 child 1 book for 2 days, if you are late returning the book you will be subject to a fine of IDR 500 per day. And according to (Yuliana and Mardiyana 2021) the collection of library materials does not only include textbooks, but also collections of fiction and non-fiction, ranging from general works to geography and history. Organize, manage, and present library materials using the Dewey Decimal Classification (DDC) system.

Reference services

Reference services are services that provide information and guidance to library users. Where officers will provide information regarding the location of reference collections in the library such as dictionaries, almanacs, encyclopedias, dictionaries, yearbooks etc.(Handiningsih 2015)

Based on the research results, it is known that in addition to circulation services, reference services are also running as they should, by having 587 collections consisting of dictionaries, maps, encyclopedias and so on.

In addition, this service also provides information to visitors. Where the officer will provide information on the location of the collection needed by users who have difficulty finding the reading material they are looking for.

The findings above are supported by (Azizah 2014) Reference/reference library materials at least consist of atlases, maps, biographies of figures, Indonesian dictionaries, English-Indonesian dictionaries, regional language dictionaries, encyclopedias, regional statistics books, telephone directories, and legislation, law, invitation (SNP, 007:2011). And according to (Yuliana and Mardiyana 2021) the services provided by the library include the responsiveness of librarians in providing quite good service. Librarians always try to be alert and ready if there are users who need help with everything in the main library room, such as looking for references.

Onsite reading service

Onsite reading service is a service that provides a place to read for users in the library, so that readers who don't want to borrow books can still read them in the library.(Handiningsih 2015)

Based on the results of the study it was found that the reading service at the SMA Negeri 5 Enrekang library has provided six reading tables placed in several places so that students are comfortable reading in the library with good lighting and air circulation. . Because students rarely use this service, for a while librarians use it as a place to store books, because the bookshelves in the library are full.

The above findings are supported by (Putriaurina, Syam, and Ruqayah n.d.) Reading room services are services provided by librarians, in the form of a place to carry out reading activities in the library. This service serves as a place for library users who don't want to borrow to be taken out, but only want to read in the library.

ICT based services

ICT-based services are services provided to users by applying ICT systematically to get good service. Such as searching for library materials, managing collections and library materials online.(Handiningsih 2015)

Based on the research results, it is known that in this service the library already has an online library application, but it cannot be operated because officers are still in the stage of entering library materials into the library application, so this service has not been able to run until now.

The findings above are supported by,(Suharso, Arifiyana, and Wasdiana 2020) Each library must have its own initiative to publish its library to the outside world, so that its existence does not disappear. In addition, with a digital library, the library also has a database that is used to store/compile information sources owned by the library. The library not only provides a source of information, but also participates in user orientation.

And by (Antasari n.d.) Even though it's not perfect. There are still many things that need to be improved and developed. This is due to the very rapid development of information technology which requires staff to master the technology to improve service.

Supporting factors and inhibiting factors in library services

Based on the research results, the supporting factors for library services are none other than the employees themselves, where without these four employees the library cannot run as it is today even though the four employees are not librarians but subject teachers. who also concurrently, where they will carry out their duties as educators, when they have free time or do not have teaching hours, they also serve as staff in the library. the next factor is staff commitment and availability of adequate corrections.

The inhibiting factors are 1) library collections, where although the collections in this library are quite adequate, not all the books students need are in this library. 2) lack of student interest, where students do not yet have the will to increase their knowledge to better prepare themselves in the future, and 3) limited staff/librarians, where the SMA Negeri 5 Enrekang library does not yet have experts or librarians so library services are still not optimal.

(Nurjannah, 2014: 128-129) in (Trysnawati, Tahir, and Irawan 2020) Human resources who manage libraries are teachers who actively teach and have no knowledge of libraries. library management so that it is not neglected. And according to (Maulidiyah and Roesminingsih 2015) library facilities are inadequate, starting from an incomplete collection of books and other facilities that cannot be used optimally by library users. So that users are lazy to visit or read in the library because of inadequate facilities.

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CONCLUSION

Based on the results of research and discussion regarding school library services at UPT SMA Negeri 5 Enrekang during the pandemic, it can be concluded that: Of the four services available in the SMA Negeri 5 Enrekang library, namely circulation services, on-site reading services, reference services and ICT-based services, services that have been running to date and can support learning are circulation and reference services, because these two services provide various collections that can support learning and can make it easier for users to find books and information needed because collections are arranged based on classification. Supporting and inhibiting factors for library services at SMA Negeri 5 Enrekang are: supporting factors which include the staff themselves, employee commitment and adequate availability of books. The inhibiting factor is the unavailability of staff, in this case librarians, the available books are still in hard copyform and there is still a lack of student interest.

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