

# **Optimization of Laboratory Management (Laboratory Management) to Improve the Management and Use of Laboratory Performance Vocational high School**

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## **ABSTRACT**

The purpose of Community Service Activities (PPM), namely 1) to improve the performance of laboratory managers which include: planning, organizing, maintenance, and supervision; 2) increase the use of laboratory in the learning process. PPM activity method consists of three ways: 1) Lecture and discussion methods, This method was chosen to convey the theory and concept of substance that is very important and important that must be mastered by the trainees in workshop management and OSH implementation in the workshop. The problems conveyed in this method include: (a) Preventive Laboratory and Vocational Workshop of SMK; (b) Laboratory Management Completeness System, (c) Application of K3 in the Workshop, and (d) Reconstruction of Laboratory Management adapted from KAN Guidelines; 2) Demonstration Method, Demonstration method was very important in a training activity. This is because in the workshop stage in a work process will be easily followed and imitated by the trainees if the trainees see clearly what is exhibited by the instructor (speaker). The various activities that are demonstrated in this workshop are: (a) making of quality management documentation of workshop management; (b) the creation of a workshop management form; (c) techniques for the preparation of workshop management documents; (d) techniques for storing quality documents on workshop management; and (e) techniques for reconstruction of workshop management adapting from KAN guidelines; 3) Exercise / Practice, This method aims to provide the optimal knowledge and skills for the trainees. In this method, the participants conduct themselves or practice by imitating according to what the instructors have demonstrated. In total, 70% of PPM's program activities can be well organized which is marked by the implementation of targeted training activities, which is followed by 25 participants.

Kata Kunci: *Laboratorium, KAN guidance*