

Library Managing Training for Elementary Teachers in Local Education Authority District Depok, Sleman

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ABSTRACT

The purposes of training activities in this community service are: (1) to motivate teachers to manage libraries in schools; (2) to provide an understanding and ability to carry out technical activities for teachers in managing libraries ranging from inventory activities, classification, cataloging, completion of collection, presentation of collections, improving teacher skills in carrying out the library technical management activities starting from inventory, classification, cataloging, collection, until the presentation of the collection.

Training methods which were used including lecture/discussion, discussion/question and answer session, demonstration, assignment and mentoring approach, the library training activities were held for two days which was followed by 25 participants, each respective school sent a representative who is a teacher or a school staff assigned in libraries.

The results of the library management training activities are as follows: The objective of this training activity was to improve teachers' ability in understanding the activities of library management techniques ranging from inventory activities, classification, cataloging, collection completion, presentation of collections, improving teacher skills in carrying out technical activities of library management starting from inventory, classification, cataloging, collection completion, and presentation of collections. Evaluations were done in 2 ways: evaluation of participants and evaluation of library management training activities. Evaluation of the participants is an assignment given to teachers and school staff to conduct library management technical activities starting from inventory activities, classification, cataloging, completion of collection, presentation of the collection. This training activity could be said to be successful, the indicator shows that the participants' responses to the activities implementation was positive, the success indicator of library management training implementation was more than 85% of participants / teachers, where they were able to conduct the activities implementation of school library management training. Evaluation of training activities was seen on how the training activities assessed from its usefulness and it was very useful and very effective because trainees are able to apply technical activities to manage the library.

Kata Kunci: *training, library management*