

FAMILY RECORD MANAGEMENT TRAINING FOR DISASTER-PRONE COMMUNITIES IN ARGOMULYO CANGKRINGAN SLEMAN VILLAGE

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ABSTRACT

Pengabdian ini bertujuan untuk memberikan literasi kearsipan keluarga bagi masyarakat rawan This service aims to provide family archival literacy for disaster-prone communities in Argomulyo Village, Pakenawon Cangkringan, Sleman, Yogyakarta. Service activities are carried out through training on the preparation and classification of family Administration archives, as well as instilling a mindset of discipline, responsiveness and orderly Service Administration targeting Cognitive, Affective, plus behavioral aspects of PPM partners, namely Argomulyo Village, also involving participants from the Human Initiative (NGO Humanity).

Dedication begins with conducting field surveys to determine the problems to be solved. Problem identification is carried out together with partners so that problem solving efforts can be carried out on target. The implementation of the service is packaged in the form of an online workshop on the delivery of family archive materials by resource persons, followed by demonstrations and assistance to compile and classify archives into keeper documents. Evaluation is done by measuring the level of understanding and attitudes formed in the target participants plus the action/action of applying the pattern of discipline, responsiveness and orderly administration.

The results of this training activity 73% of participants felt the quality of the material provided was very good and 83% of residents felt the delivery of quality material related to explaining how to manage family archives. After being given training and assistance in managing archives, participants ' understanding of how to manage family archives increased by 50% (very understanding), 20% (understanding). And the lack of understanding about the management of family archives is reduced to 60%. In the future, it is expected that there will be a follow-up to collect teenagers to become a driving force for socialization as well as assisting in archiving to PKK mothers.

Kata Kunci: *training, management, family archives, disaster prone, merapi*