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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **DAFTAR HADIR** | | | | | | | | | | | | | | | |
| **Nama Kegiatan** | | | | | Layanan Pengguna Lembaga Pendidikan | | | | | | | | | | |
| **Waktu / Tempat** | | | | | Rentang Tanggal (Jam) / Nama Tempat (Kode) | | | | | | | | | | |
| **Materi / Peserta** | | | | | 4 / Jumlah Peserta (Huruf) | | | | | | | | | | |
| **JADWAL KEGIATAN** | | | | | | | | | | | | | | | |
| **No.** | **Kode Tempat** | | | **Tanggal** | | | **Waktu** | | **Kode Materi** | **Materi** | | | | | |
| 1 |  | | |  | | |  | |  | Penyadaran | | | | | |
| 2 |  | | |  | | |  | |  | Purwa: Pelatihan 1 | | | | | |
| 3 |  | | |  | | |  | |  | Madya: Pelatihan 2 | | | | | |
| 4 |  | | |  | | |  | |  | Utama: Pelatihan 3 / Bantuan Teknis | | | | | |
| **PRESENSI INSTRUKTUR** | | | | | | | | | | | | | | | |
| **No.** | | | **Kode Materi** | **Nomor Induk** | | | | **Nama Instruktur** | | | | | | **Paraf** | |
| 1 | | |  |  | | | |  | | | | | |  | |
| 2 | | |  |  | | | |  | | | | | |  | |
| 3 | | |  |  | | | |  | | | | | |  | |
| 4 | | |  |  | | | |  | | | | | |  | |
| **PRESENSI PESERTA** | | | | | | | | | | | | | | | |
| **No.** | | **Nomor Induk** | | | | | | **Nama Peserta** | | | **1** | **2** | **3** | | **4** |
| 1 | |  | | | | | |  | | |  |  |  | |  |
| 2 | |  | | | | | |  | | |  |  |  | |  |
| 3 | |  | | | | | |  | | |  |  |  | |  |
| 4 | |  | | | | | |  | | |  |  |  | |  |
| 5 | |  | | | | | |  | | |  |  |  | |  |
| 6 | |  | | | | | |  | | |  |  |  | |  |
| 7 | |  | | | | | |  | | |  |  |  | |  |
| 8 | |  | | | | | |  | | |  |  |  | |  |
| 9 | |  | | | | | |  | | |  |  |  | |  |
| **No.** | | **Nomor Induk** | | | | | | **Nama Peserta** | | | **1** | **2** | **3** | | **4** |
| 10 | |  | | | | | |  | | |  |  |  | |  |
| 11 | |  | | | | | |  | | |  |  |  | |  |
| 12 | |  | | | | | |  | | |  |  |  | |  |
| 13 | |  | | | | | |  | | |  |  |  | |  |
| 14 | |  | | | | | |  | | |  |  |  | |  |
| 15 | |  | | | | | |  | | |  |  |  | |  |
| 16 | |  | | | | | |  | | |  |  |  | |  |
| 17 | |  | | | | | |  | | |  |  |  | |  |
| 18 | |  | | | | | |  | | |  |  |  | |  |
| **PENGESAHAN** | | | | | | | | | | | | | | | |
| **Ditandatangani di** | | | | | | Kab/Kota, Tanggal | | | | | | **Paraf** | | | |
| **Ketua Kelompok** | | | | | |  | | | | | |  | | | |
| **Nomor Induk** | | | | | |  | | | | | |
| **Pembina Kelompok** | | | | | |  | | | | | |  | | | |
| **Nomor Induk** | | | | | |  | | | | | |