

IMPLEMENTATION OF FINGER PRINT ABSENCE IN EMPLOYEE WORK DISCIPLINE AT SD MUHAMMADIYAH 7 BANDUNG CITY

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Abstrak: Perkembangan zaman sekarang yang semakin berkembang dan maju banyak berdampak juga pada canggihnya teknologi. sistem yang dulunya masih manual kini menjadi elektronik seperti absensi elektronik berbasis Finger Print. Begitu juga penerapan absensi Finger Print di sekolah SD Muhammadiyah 7 sangat tepat sekali dilakukan dalam rangka meningkatkan kedisiplinan kerja pegawai di sekolah. Dengan adanya finger print pegawai tidak seenaknya saja untuk datang dan pulang dari sekolah, manfaat dengan adanya finger print secara tidak langsung mendidik pegawai supaya disiplin kerja, yang manfaatnya dengan disiplin kerja produktifitas dan pelayanan kita terhadap konsumen kita di Lembaga akan berlangsung secara baik dan maksimal. Dalam pelaksanaan penerapannya selain Finger print sekolah SD Muhammadiyah 7 juga menerapkan absen manual juga untuk menghindari kerusakan atau ada kendala mesin tersebut. Dengan diterapkannya absen finger print ini kedisiplinan pegawai di SD Muhammadiyah 7 meningkat, pegawai dengan tertib ketika masuk dan pulang bekerja di sekolah sesuai dengan jadwal aturan yang telah ditetapkan oleh sekolah. Pegawai yang tidak bisa finger print karena sakit, tugas dari sekolah dan hal lainnya cukup memberikan bukti dan melapor ke pihak sekolah yang telah ditunjuk untuk memberikan penjelasan.

Kata Kunci: Finger Print, Kedisiplinan, Manfaat

Abstract: The current developments that are increasingly developing and advancing have a lot of impact on the sophistication of technology. systems that used to be manual are now electronic, such as fingerprint-based electronic attendance. Likewise, the application of Finger Print attendance at SD Muhammadiyah 7 schools is very appropriate in order to improve the work discipline of employees at school. With fingerprints, employees don't just go to and from school as they please, the benefits of having fingerprints indirectly educate employees so that they have work discipline, the benefits of disciplined work are our productivity and service to our consumers at institutions will run well and optimally. In carrying out its implementation, apart from fingerprinting, SD Muhammadiyah 7 schools also apply manual absences as well to avoid damage or problems with the machine. With the implementation of this finger print absence, employee discipline at SD Muhammadiyah 7 increases, employees are in an orderly manner when entering and leaving work at school in accordance with the schedule set by the school. Employees who cannot print their finger due to illness, assignments from school, and other matters are sufficient to provide evidence and report to the designated school to provide an explanation.

Keywords: Finger Print, Discipline, Benefits

Introduction

The development of information technology in the present, like it or not, we have to be able to think about making a tool to process data that functions to find out information that is really needed in today's technological era. The role of information systems in education is basically a communication process that contains information about values. -values and skills -skills outside the environment. If the information system used in the world of education is implemented, it will cause relationships and reciprocity to occur which will have a positive impact on the world of education (Gandhi, 2017).

Discipline is an attempt for an object in which a value is instilled so that the object has a competency to comply with a rule (Maeyasari, 2012).

To find out the presence of employees in an institution, an attendance system is needed for an attendance system that can find out about all employee attendance. According to Fitranto, that attendance is an activity that has the goal of knowing the level of discipline and attendance of employees from a company or institution (Gandhi, 2017).

Therefore it can be concluded that the notion of absence is an activity that aims to determine a person's performance and also records the presence of individuals in carrying out an obligation and task in an institution. With the increasing sophistication of technology in today's digital era, we must have a very appropriate solution that can overcome these problems.

Among the solutions or solutions to overcome these problems, in 1970 experts in 10 countries in the world made a technology called Fingerprint. With this technology, an institution can find out employee attendance quickly and precisely, efficiently, can save time, effort and will maintain the security of our personal data on the machine.

The urgency of the Fingerprint tool itself is a lot including:

1. To record time attendance more accurately
Starting from arrival and return hours, the database will be easily stored in the attendance machine
2. To prevent any attendance
The culture of keeping absenteeism can be prevented because by using fingerprints, everyone is definitely not the same as one another.
3. Can save time and paper
With finger print activities by sticking a finger or face detection which only takes a few seconds compared to using a signature which takes longer. Apart from that, we can also reduce the use of wood for making paper, which is now very common with lots of illegal logging, by switching to attendance machines, the institution has also implemented go green and is also friendly to the environment around us. because we have moved to not using paper anymore in the attendance process.
4. To improve employee discipline at SD Muhammadiyah 7 when entering and returning to school.
With the implementation of the finger print machine, employees will not just go to and from work freely because they have been monitored about their presence at the finger print machine.

Method

According to Sholikhah, the research used used a descriptive qualitative approach (Sholikhah, 2016). The data I obtained was informed in the form of a narrative which was told directly by the interviewees. The place of this research is located at Muhammadiyah 7 Bandung Elementary School in the Antapani area. Those interviewed in this study were the deputy head of the school for infrastructure and 3 teachers. The research instrument used to collect data is observation and interview guidelines. The researcher acts as a person who records various things using the main research tool, which means that I, as a researcher, must be able to express what efforts can improve work discipline at SD Muhammadiyah 7 Bandung.

Findings and Discussion

The results obtained in the research show that there are many efforts that have been made by institutions to be able to continue to discipline employees at SD Muhammadiyah 7 so that they remain professional in teaching and serving the school.

This research was started from August to November. The results of the research that the authors found included: The discipline of SD Muhammadiyah 7 employees which includes the principal, teacher, administration, OB has increased as expected. the majority of employees already understand the rules for implementing this attendance to create a school that has high discipline as a way to increase productivity and good and satisfying service for students at school.

In carrying out the implementation of this finger print, when attendance was started, almost all employees arrived and went home in an orderly manner according to the schedule. Even though there are several employees who are late to fill in the finger print attendance, the school evaluates this policy once a week and gives warnings and warnings to employees who are late without any reason or explanation. If these reprimands and warnings are still violated, a warning letter will be given and if they are still violated, their monthly salary will be deducted as proof that the school is serious about disciplining its employees.

Employees who do not fill in a finger print because there is an assignment from school must also provide evidence of an assignment letter from the school as proof of documents at the end of the week and month for updating data on the finger print machine, as well as employees who are sick when they don't have a finger print must provide a sick note from doctors, employees who are on maternity and maternity leave must first notify the school through the school administration to be given a leave letter from school after that the letter is attached to the

special school administration section that takes care of attendance issues. for PNS teachers because the finger print attendance is different with other employees due to absences whose data is connected to the Bandung City National Education office, the school can still recap and monitor the presence of the PNS teacher by looking at the data on the fingerprint.

1. Finger print attendance

The definition of attendance is a tool in an office or institution that functions to be able to find out whether an employee is coming to work or not. An implementation in disciplining employees that has been regulated by an institution itself regarding entry and return (Muslimin, 2018).

The implementation of absenteeism by using the absence manual can result in delays for an institution to monitor and know employee discipline in arriving and returning in a timely manner that is sustainable.

With the implementation of the Fingerprint system, it is hoped that it will determine the productivity and achievement of an employee in an Institution so that the result will be more advanced and developing of the Institution.

According to Davis, understanding attendance by using fingerprint means that fingerprint has an information system so that we can find out physical things about an information system that is so important (Davis, 1991).

According to Davis, the important elements in fingerprint include:

- a. Data processing center, presence of computer hardware, and units input or output, there are also data storage devices and save files.
- b. There is also a database element, in the data storage media that is on the computer
- c. There are rules of use provided in this tool that are in physical form, such as a book guide.
- d. There are employees who operate computers and make analysis.

Biometrics is the result of technological inventions used in Finger Print machines that are useful for various things. The meaning of Biometric comes from 2 words namely bio and metrics. the meaning of Bio is something that lives and metrics means to measure. So it can be concluded that Biometric Technology has a function to be able to measure and distinguish physical characteristics and even a person's behavior which can be used to determine a person's identity by comparing it with the properties stored in the machine's database.

2. What are the advantages and disadvantages of Finger Print Machines

A product or result of a technology definitely has its own advantages and disadvantages. The main purpose of applying fingerprints is for us to quickly find out someone's database so that we can find out the discipline of an employee in a company or institution.

And the following are things that make you excel when choosing a Finger Print attendance machine:

a. There is Convenience

The first time we can register easily, employees don't need any difficulties with bringing identity in the form of an employee card. Every employee in taking an absence does not need to press a password but only by entering our finger into the fingerprint machine sensor that has been provided by an institution or company.

b. Safe

That means it's safe, because our data won't be confused and the attendance is wrong, especially if you still use manual attendance, people will sign the wrong timesheet in the timesheet.

c. Saving time

By using Finger Print, employees can arrive more precisely and accurately when placing our fingers. If the manual other than the book can be lost or dirty and wet when it rains with our finger print data it will be fast and save our time, so we can do other activities.

d. Save cost

When manual attendance was still enforced, using paper, ink, etc. So the cost will be high by buying the malate, but when the application of finger print is implemented it will reduce the cost of an Institution by buying tools that support manual attendance.

Nowadays fingerprint attendance is used by an institution or company, many of which employ a company to pay employees, the number of workers can be one or two people. Which serves to streamline expenses for

maintenance costs and employee payroll (Maeyasari, 2012).

In addition to having advantages, there are definitely disadvantages in applying a finger print machine in an institution or company, among the weaknesses are:

1. Errors often occur in the identification process

Scanner is a very important tool of finger print. when the scanner is dirty, it is feared that it will not be able to detect employee fingerprints, the scanner cannot detect it because the fingerprints have sweat, or are exposed to sunlight.

2. Finger prints must be maintained routinely

In order to keep the scanner clean, the Institute regularly schedules it at any time by assigning officers to always take care of it.

3. Scanner works less optimally

The weakness of the finger print is when our fingers are wet or too dry, let alone covered in ink, the sensor cannot detect it. Therefore employees must be disciplined to always clean their fingers when going to attendance.

3. Employee Work Discipline

The definition of discipline is obedience and adherence to values to do a certain job with full responsibility. Meanwhile, according to Subari, discipline is self-awareness to obey rules to achieve goals (Patimah & Pendeglang, n.d.).

Therefore every institution needs to have provisions that will be obeyed by a human being, that human being does not forget from mistakes.

a. Work discipline has forms

Work discipline according to Davis means an implementation in management to strengthen guidelines guidelines in an Institution.

Work discipline has 2 forms:

- Preventive Discipline

Preventive discipline is an action. Disciplinary that is preventive is an action that has met the standards that have been assigned to employees.

- Corrective Discipline

Occurs if there is an employee who violates the applicable regulations. Sanctions occur usually for following rules which are continued to higher leadership by authorized officials (Sutedjo & Mangkunegara, 2013).

4. Disciplinary Measures

There are 2 steps according to Lindawati and Syamsul in disciplining it:

- Must identify and evaluate performance issues
 - Must know the problem in daily communication
 - Must always communicate when there is any problem
 - Must diagnose every problem
 - Must plan activities
 - Make implementation
 - Must evaluate the program
- Must communicate with others
 - Find out every problem
 - Must always communicate
 - Monitor every performance
 - Must evaluate every result of its activities
 - Together with employees find the root of the problem
 - By always providing training to improve employee performance
 - By always implementing the stages of communication (Maarif & Kartika, 2021).

5. How to build work discipline

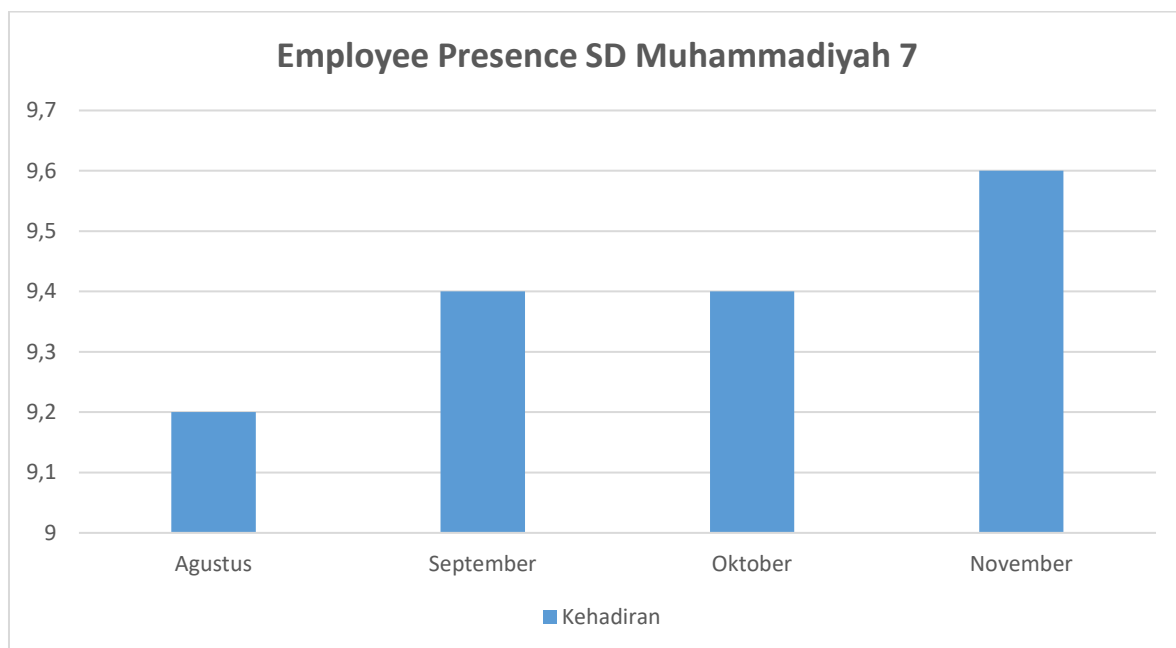
The definition of coaching is a series of professional control over something that functions to plan something (Sudjana, 2010).

According to Susanto, the meaning of coaching is an activity carried out to obtain satisfactory results (Susanto, 2021).

So it can be concluded by experts that employee development must always be carried out by the leadership. By providing coaching to employees, it means that the leadership has motivated the work of its employees.

6. Results of analysis and research

After analyzing the data on the use of finger print presence on employee discipline at Muhammadiyah 7 Elementary School in Bandung, then it will be analyzed whether or not the effectiveness of using finger print presence on employee discipline at Muhammadiyah 7 Elementary School is as follows:



Information :

Looking at the results of employee attendance graphs at SD Muhammadiyah 7 Bandung City, it can be concluded that during August and September, before attendance was enforced through finger print, employee attendance reached 92% and 94%, after fingerprinting, employee attendance in October and December reached 94% and 96%.

From the results of this study, the percentage of attendance increased by 2%, even though it was not significant, but the effect of finger print on employee attendance discipline at Muhammadiyah 7th Elementary School had increased. In September before using finger print compared to October using the same percentage finger print because in October there were many activities carried out by teachers and students such as class outing carried out by all levels in turns which resulted in absenteeism only being carried out using a certificate which has been signed by the school to be given to the school administrative staff. In October itself many teachers were sick and on maternity leave.

Employee attendance at Muhammadiyah 7 Elementary School itself, before applying the finger print, looked good from employee discipline, especially after the finger print machine was implemented, the presence of the attendance increased, this proves that the existence of the finger print has an effect on employee attendance at SD Muhammadiyah 7.

Conclusion

So the implementation of this fingerprint machine makes it very easy for an institution to find out employee discipline and its performance. By simply placing a finger on the attendance machine, it will automatically be downloaded and stored in the employment database. This Fingerprint application is very good at reducing cheating when still enforcing manual absences.

The application of Finger Print attendance at Muhammadiyah 7 Elementary School was good, before using the finger print machine the attendance of employees at Muhammadiyah 7 Elementary School was already good especially after the implementation of the finger print implementation, employee discipline increased, this proves. Employees are getting used to entering and going home from school according to the rules that have been set, with the discipline of employees who are already orderly, it is hoped that this will affect good performance and service for parents and students.

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