

## **Lecture Methods During the New Normal Era**

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### **ABSTRACT**

The implementation of distance learning for 2 years, caused students to miss the school atmosphere because they were used to using smartphones in the learning process, but when the Covid-19 atmosphere began to be under control, the learning process was carried out again in the classroom, therefore schools had to make changes. changes in the learning process. This study aims to determine the use of the lecture method during the new normal era in performing administrative procedures subject at SMK Negeri 1 Bone. This study uses a qualitative descriptive approach. There were 7 informants in this study. Data collection is done through interview techniques and observation. The results of the study indicate that the implementation of the lecture method begins with preparation, namely praying together to avoid Covid-19, conveying learning objectives, and doing apperception. The implementation of learning is directed so that students stay focused on the learning atmosphere, with the focus on students, the learning objectives will be easily achieved. The final stage is carried out with a question and answer session, and concluding, not forgetting that the teacher always reminds students to continue to implement health protocols.

**Keywords:** Lecture method, Covid-19, new normal

### **INTRODUCTION**

Education has a very essential function in creating quality human resources. Quality education will impact progress in different fields (Cox, 2020; Sar & Misra, 2020; Sung, 2017). In addition to seeking quality education, the authorities need to distribute fundamental education for every Indonesian citizen, to participate in furthering the life of the nation. Education is one of the most important factors in national development (Darwis et al., 2020; Suprianto et al., 2018).

By current developments, education can be interpreted as the provision of learning/guidance that is given intentionally and consciously to students by educators so that they become mature individuals (Ikhsan et al., 2019; Saleh et al., 2020). In this case, education means efforts carried out by individuals to influence individuals or groups of individuals to become adults and achieve a better level of life. The implementation of Distance Learning (PJJ) for 2 years, caused students to miss the school atmosphere because they were used to using smartphones in the learning process, but when the Covid-19 atmosphere began to be under control, the learning process was carried out again in the classroom, therefore schools had to make changes. changes in the learning process.

Educators in schools as the person in charge of learning, educators must make new teaching breakthroughs to solve students' learning problems (Hussein et al., 2020; Velarde-García et al., 2021). After that, the educator provides learning techniques to students about how to study well and can create a pleasant learning atmosphere. A teacher must have the capabilities to organize

the teaching and learning process well, namely through different techniques or methods of giving proper material according to the material being taught and the abilities of students. Teaching methods are the target of interacting between teachers and students (Cheraghi et al., 2021; Hoi et al., 2021). So, what must be regarded in instruction is the accuracy between the learning goal and the methods used.

One of the generally used learning methods is the lecture learning method. It is various from other learning methods, for example, question and answer (Q n A method), discussion method, reading/task method, role-playing method, and others. The lecture learning method is a traditional or classical method that has long been used in the world of education. In this method, teacher activity is needed in teaching activities.

There are several reasons teachers use the lecture method in the learning process, namely this method does not require complete equipment to meet the needs when applying such a method, in presenting learning materials it only explains matters relating to the subject matter of the lesson, the most important thing is this lecture method. Often used by teachers because of this method we can complete lessons in a predetermined time.

The weakness of the lecture method is that the material mastered by students is limited to what is mastered by the teacher himself so what is mastered by students depends on the teacher. Teachers who cannot speak well will cause boredom to students, so that the predetermined learning objectives cannot be achieved, besides that the shortcomings are also in the results of absorption of material in students, teachers cannot immediately know which students have understood and which ones. who do not understand the material taught by the teacher. The lecture learning method is said to be effective when the material being taught is completed on time, and when the learning process gives students the flexibility to develop their knowledge in the classroom,

## METHOD

This study uses a qualitative approach. The researcher worked by considering the observed symptoms and utilizing field notes regarding the effectiveness of the use of the lecture method in class X subjects Performing Office Administration Procedures at SMK Negeri 1 Bone.

The effectiveness of the use of the lecture method can be seen from the timing of the learning process according to a predetermined time, the lecture method can also be said to be effective when the learning process students can be more active so that the learning process does not run in one direction.

The research indicators are as follows:

1. Preparation stage, this stage consists of several steps including:
  - a. Explain or determine what things are the goals of the learning process.
  - b. Determine the main points of material that will be presented in the learning process using the lecture method.
  - c. Prepare tools that will be used in the learning process such as LCD and PowerPoint. This tool will make it easier for teachers to carry out learning.
2. Implementation stage, This stage consists of 2 steps, namely:
  - a. The opening step, this step is the step that determines the success of the lecture method. In this step, the teacher is required to make sure that the objectives of the material being taught can be understood by students. Before the teacher enters the core of

- learning, the teacher is first expected to link the lessons that have been conveyed previously with the lessons that will be delivered by the teacher at that time.
- b. The presentation step, this step is the stage of delivering the material by the teacher. In order for the material presented by the teacher to be well received by students, the teacher must keep the students' attention by keeping the gaze or eye contact on the students, the teacher is also required to use good language so that students do not feel bored with the explanations given and can accept the material. well conveyed by the teacher.
3. The closing stage, this stage consists of 3 steps that must be taken, namely:
- a. When the subject matter has been delivered by the teacher, the thing that must be done by the teacher before closing the lesson is to lead students to conclude the material that has been delivered.
  - b. Teachers are also required to provide stimulation to students so that students can provide or submit reviews of the main learning materials that have been delivered previously.
  - c. The final step taken by the teacher is to measure the extent to which students' understanding of the material is presented by giving evaluations to students.

The key instrument in this study was the researcher himself, the supporting instruments consisted of interview guides, recording aids, and office stationery (ATK). Research informants consisted of subject teachers, department heads, and 5 students. Meanwhile, to test the validity of the data, researchers used a data validity test by holding a "member check" which is the process of checking the data obtained by the researcher to the data provider, with the aim that the information obtained will be used in research is by what is meant by the data source or informant. Member check is a process where researchers obtain data from questions given to data providers and then check their accuracy. In checking the validity of the data with member check, The researcher started the interview with the data giver to make sure the data was valid or not. The process of checking the validity of the data in this way aims to see the accuracy of the data obtained during the research. Data analysis is carried out according to opinion(Miles et al., 2020)namely data collection, data condensation, data presentation, and concluding.

## **RESULT AND DISCUSSION**

The results of research conducted at SMK Negeri 1 Bone obtained through the interview process as the main data collection tool with 7 informants who were considered to be able to provide accurate information about the effectiveness of using the lecture method on the subject of Performing Office Administration Procedures during the new-normal at SMK Negeri 1 Bones.

### **Preparation Phase**

Preparation is short-term planning to estimate or create a picture of what will be done or the actions we will take in the classroom during the learning process. In making preparations, it is necessary to have clear objectives and the main points of the material that will be brought during the learning process, besides that during preparation the teacher is also expected to make tools such as PowerPoint, LCD.

The teacher determines the goals to be achieved to determine what actions the teacher must take during the learning process. By determining the objectives in advance, it is hoped that the

teacher will have a direction in which the learning process will be directed. In addition to determining goals in the preparation stage, teachers are also expected to be able to determine the main points of the material to be taught.

Before the learning process takes place, the teacher always reminds students to pray so that they can avoid Covid-19, this is a new culture that occurs after the implementation of the new normal. Explaining the learning objectives to be achieved in the subject of carrying out administrative procedures, preparing several things to facilitate the learning process. The average informant revealed that the teacher had carried out the preparation steps effectively, but there were still obstacles from the preparatory steps taken by the teacher, especially the availability of tools in the form of an LCD that did not meet the teacher's needs to support the learning process. This happens because learning support is still lacking, so sometimes teachers take turns to use the LCD, but from the start,

### **Implementation Stage**

The implementation stage is the stage where the learning operational activities themselves. In this stage, the teacher interacts with students in the form of a teaching and learning process through the lecture method. At this stage, two steps must be taken by the teacher so that the use of the lecture method can be said to be effective, namely the opening step and the presentation step.

The opening step is the step that specifies the success of the lecture method. In this step, the teacher must be sure that the objectives of the material being taught can be understood by students. At this stage, the teacher gives students an understanding of the purpose of the material being taught so that they can be understood. In addition to convincing students about the goals to be achieved, at this step the teacher also takes the apperception step, namely linking the lessons that have been delivered at the previous meeting with the lessons that will be delivered at that time, linking subjects with related daily activities, moreover, administrative procedures are common for students.

The presentation step is the stage of delivering the material by the teacher. For the material presented by the teacher to be well received by the students, the teacher must keep the students' attention by maintaining eye contact with the students, this activity aims to make students focus on learning. This is because, during distance learning, students are less focused on learning, students only tend to do the tasks given by the teacher.

During the learning process sometimes the teacher uses Indonesian, but at certain times the teacher combines it with Buginese language, sometimes combining language makes the class atmosphere enthusiastic again by being interspersed with words that invite laughter, so that students do not feel bored with the rigid lecture method.

When the learning atmosphere starts to get boring, the teacher relates the activity of carrying out administrative procedures with everyday life, this can encourage students to return to a conducive atmosphere so that students can refocus, sometimes during the last hour or going to rest, students' concentration sometimes gets dispersed.

## **Final Stage**

Before the end of the lesson, the teacher applies the step of ending the subject matter that is brought to be closed or terminated. In this process, the teacher guides students so that students can draw a conclusion from the material presented. In the final stage, the teacher always reminds students to comply with health protocols wherever they are, such as maintaining distance, wearing masks, washing hands/using hand sanitizer, and avoiding crowds after learning activities are over.

Before the end of the lesson, the teacher applies the step of ending the subject matter that is brought, it must be closed or terminated. In this process, the teacher guides students so that students can draw a conclusion from the material presented. And ask questions related to performing administrative procedures that are not well understood by students. The teacher allows students to conclude the material brought by the teacher at the end of the lesson, this is done with the aim of the teacher knowing the extent to which students can master the material provided. In addition to providing opportunities for students to conclude, teachers also sometimes provide evaluations. in the form of questions related to the material being taught so that teachers can create activities that make students remember the material presented.

## **Discussion**

### **Preparation Phase**

The preparation stage is short-term planning to estimate and make a picture of what will be done or actions that will be taken in the classroom during the learning process. In general, teachers have made effective learning preparations. The preparatory stage carried out by the teacher is based on the syllabus and lesson plans that have been made previously. On this basis, the teacher can prepare learning tools that will be used during the learning process.

The preparation stage that has been carried out by subject teachers carrying out administrative procedures can be said to be effective. We can see this from determining the subject matter and learning objectives before the teacher enters the classroom. The formulation of the learning objectives is based on the syllabus and lesson plans that have been made by the previous teacher. The teacher determines the goals to be achieved to determine what actions the teacher must take during the learning process.

In the past, teachers were required to write down learning objectives in the form of materials to be discussed in the lesson, by outlining the topics to be discussed during the learning activities. In this era of technology, it is enough for teachers to make PowerPoint slides and make projections using the LCD in the classroom, not only that, but teachers can also send material through the WhatsApp Group that has been created. This is done after previously implemented distance learning.

In addition to determining the objectives in the preparation stage, the teacher is then expected to be able to determine the main points of the material to be delivered. The teacher determines the main points of the learning material to condition the class regarding the use of the lecture method. Determining the main points of this teaching material can help teachers to make it easier and more systematic in bringing material in class using the lecture learning method.

The lecture method is known to be a method that seems monotonous and boring. Therefore, the creativity of teachers in processing learning is important. According to Arhas (2018), the use of persuasive communication can simplify and streamline the learning process, in addition to making lessons more interesting, regardless of the learning method. Therefore, so that students are not bored and bored in receiving learning materials, the task of the teacher must be to do careful preparation, do a lot of classroom action research, and learn a lot from the results of research that have been published in various journals.

### **Implementation Stage**

The implementation stage is the stage where the learning operational activities themselves. In this stage, the teacher interacts with students in the form of a teaching and learning process through the lecture method. At the implementation stage for the lecture method delivered by the subject teacher carrying out administrative procedures in the learning process, there are two implementation steps, namely the opening step and the presentation step.

The teacher's efforts to make the classroom atmosphere conducive can be done by making friendly eye contact with students. This will make students feel cared for and can focus on learning. The use of language in the learning process is not only fixed on the use of standard language, sometimes teachers use communicative language or use the local language to dilute the classroom atmosphere so that the material being taught becomes easily digested by students. Another thing that the teacher must pay attention to is the systematic or sequential presentation of material. By sequentially explaining the material by previously determined points, so as not to cause feelings of confusion to students.

Based on research by Niswaty & Arhas (2019), the teacher must carry out active, innovative, creative, effective, and fun learning during the learning process. This can make students focus on learning, if students focus on learning, the learning objectives will be easily achieved.

### **Final Stage**

A teacher who uses the lecture method must be closed so that the lessons that have been understood and mastered by students do not fly back. The teacher can create activities that can allow students to remember the learning material. There are several activities carried out by the teacher so that students can remember the material being taught. Before class ends, the teacher sometimes allows students to conclude what students have learned about the material taught by the teacher, at that time the teacher can direct students to dare to express their own opinions. To conclude the last time is done by the teacher by connecting the conclusions given by the students and giving some additions. Sometimes the teacher also gives students questions related to the material being taught so that the teacher can evaluate the extent to which the students' ability to

receive the material that day. Sometimes to encourage students, additional values are given to students who provide answers as expected by the teacher.

The grasping power of each student is very different, some have a fast level of understanding, some are slow, therefore the teacher plays an important role in the ongoing learning process. Teachers are required to be observant of class conditions and what to do in class so that students stay focused in receiving lessons.

## CONCLUSION

Based on the research results, the implementation of the lecture method begins with preparations, namely praying together to avoid Covid-19, conveying learning objectives and doing apperception. The implementation of learning is directed so that students stay focused on the learning atmosphere, with the focus on students, the learning objectives will be easily achieved. The final stage is carried out with a question and answer session, and drawing conclusions, not forgetting that the teacher always reminds students to continue to implement health protocols.

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