

MANAGEMENT OF LIBRARY
(Site Study at SDSN Batusari 6, Mranggen Demak)



THESIS

**Submitted as a Partial Fulfillment of the Requirements
for Getting Master Degree of Education
in Educational Management Department**

by:

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MUHAMMADIYAH UNIVERSITY OF SURAKARTA
2011

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To : The Director of Graduate School
Muhammadiyah University of Surakarta

Assalamu'alaikum Warohmatullahi Wabarokatuh.

After reading and giving suggestion to the thesis of

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Title : Library Management (A Site Study at SD N
Batarsari 6 Mranggen Demak)

This thesis has been approved to be examined by the board of
examiners of Graduate School, Muhammadiyah University of Surakarta

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(A SITE STUDY AT SD N BATURSARI 6 MRANGGEN DEMAK)

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Accepted by the Board of Examiners
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TESTIMONY

Herewith, I testify that in this research paper there is no plagiarism of the previous literary work which has been raised to obtain master degree of a university, nor there are opinions or masterpieces which have been written or published by others, except those the writing which are referred to the manuscripts mentioned in bibliography.

Hence later, if it is proven that there are some untrue statements in this testimony, I will hold fully responsibility.

Surakarta,
Writer,

Sunarto

MOTTO

Failure is always beginning of success, but that success itself actually is unpredictable way in reaching success.
(Lambert Jeffries)

DEDICATION

This thesis I dedicate to:

1. My parents who always pray for me.
2. My beloved wife who always pray and support me.
3. My beloved children who give me spirit to work .

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Assalamu'alaikum Warohmatullahi Wabarokatuh.

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The writer realizes that this research paper is far from being perfect, in order to make it better, the writer accepts some advice and criticism. Finally, the writer wishes this research paper would be useful for all readers.

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Surakarta,

The Writer,

Sunarto

ABSTRACT

Sunarto. Q.100.090.168. The Library Management (Site Study at SDSN Batusari 6 Demak) Thesis. Postgraduate program. Muhammadiyah University of Surakarta. 2011.

The objectives of this research are to describe (1) physical characteristic of school library at SDSN Batusari 6 Mranggen Demak, (2) service characteristic of school library at SDSN Batusari 6 Mranggen Demak.

This research is qualitative research with ethnography design. This research is conducted in SDSN Batusari 6 Mranggen Demak. Human resources in this research are principal, library manager, teacher and students. Data collection method used depth interview, observation, and documentation. Data analysis with in case displays for describing stated (1) How Data Displays Work, (2) Partially Ordered Displays,(3) Time-Ordered Displays,(4)Role-Ordered Displays,and (5) Conceptually Ordered Displays. Data validity is consisting of credibility, transferability, dependability, and conformability.

The research's result shows that (1) the width of library building is ore over 72 m². The library is strategic and representative. Library consists of lobby room and central room that separated with collection room and reading room in one area (not separated). The facilities besides reading room that existing in library are computer, TV, CD, and AC. To accelerate learning activity student in library, the librarian made a lot of roles that should be obeyed by library visitor. (2) the circulation service consists of lending and returning service of book, registration of library member, pressing a claim of collection that is not returned, pressing of claim of fine and writing the visitor. Library services from Monday until Saturday. From Monday until Thursday are 07.00 until 13.00, in Friday 07.00 until 11.00, and on Saturday 07.00 until 12.00. The lend and return system of book library of teacher and employee is by automatic system (lend, return, and prolongation collection through computer facility) and open system (that is chosen by themselves to choose the book that will be lend) and close system. Book and reference counted 5.190 exemplars with various work and knowledge.

Keywords: physical library, circulation service, school library

TABLE OF CONTENT

PAGE OF TITLE	i
ADVISOR NOTE.....	ii
AUTHORIZATION PAGE.....	iii
AUTHENTICITY DECLARATION THESIS	iv
MOTTO AND DEDICATION	iv
ACKNOWLEDGMENT.....	v
ABSTRACT	vii
TABLE OF CONTENT	viii
LIST OF TABLE	ix
LIST OF TABLE	x
CHAPTER I INTRODUCTION	1
A. Background of the Study	1
B. Research Focus.....	4
C. Research Objective.....	4
D. Research Benefit.....	4
E. Glosary.....	5
CHAPTER II REVIEW OF RELATED LITERATURE	6
A. School's Library	6
B. School's Library Management.....	9
C. Previous Research	14
BAB III RESEARCH METHOD	16
A. Research Tyve and Design.....	16
B. Research Location	17
C. Researcher Role.....	17
D. Data and Role Source	18
E. Data Collection.....	19
F. Data Analysis	21
G. Data Validity	23

CHAPTER IV DESCRIPTION	25
A. Description	25
1. Physical Characteristic of School's Library at SDSN Batarsari 6 Mranggen Demak.....	25
2. Characteristic of Library School's Service at SDSN Batarsari 6 Mranggen Demak.....	31
B. Research Finding	35
CHAPTER V DISCUSSION	
A. Discussion	38
1. Physical Characteristic of School's Library at SDSN Batarsari 6 Mranggen Demak..	38
2. The Characteristic Service of School's Library at SDSN Batarsari 6 Mranggen Demak.....	40
B. Prepositions	42
CHAPTER VI CLOSING	43
A. Conclusion	43
B. Implication	44
C. Recommendation.....	44
BIBLIOGRAPHY.....	45
APPENDIX.....	46

LIST OF TABLE

	Page
Picture 3.1 Components of Data Analysis	47