The role of Google forms as a questionary alternative in the teaching learning process in the pandemic Covid 19 time

Tsalisa Rahmah [1], Siti Nur Azizah [2], Iskandar Muda [3]
[1-3] Department of Accounting, University of North Sumatra, Medan, Indonesia

Corresponding Author: **Tsalisa Rahmah**

Abstract

During the pandemic which began in early 2020, students in particular became obstructed in the learning process and in exams, thus the learning process had to continue properly, using technology was an option for the learning process with an online system. starting from the attendance process, providing material, material exams, the learning process must be carried out properly, especially for students at the final level, the research completion process must also be completed. This pandemic limits us to direct contact with many people, therefore technology-based applications, namely Google Form, are very helpful in the teaching and learning process, especially students who need a questionnaire in completing their research, by sending a questionnaire through their social media in the form of a link to many people without having to meet in person and it turns out that the questionnaire in the form of google form also saves time and money. Likewise with the student learning process, which usually provides material and takes exams using paper, nowadays with the help of technology it can minimize the use of paper.

Keywords: Pandemic covid-19, Education, Examination, Google form, Questionary

Introduction

Education is an important role for all people to know their own identity, to develop their own potential regarding religion, self-control, and noble character. In article 4, it is explained that students are members of society who try to develop their potential through the learning process available at certain paths, levels, and types of education. However, it started with the Indonesian government through President Joko Widodo who directly came from the Presidential Palace, Jakarta on Monday (2/3), who announced that two Indonesian citizens (WNI) were positive for the novel coronavirus (COVID-19) after making contact with a Japanese citizen (WN) who is also infected with the corona.

Starting from the existence of this corona case, it finally made Indonesia included in the map of the spread of the new type of corona virus or Covid-19, Coronavirus COVID-19 Global Cases by John Hopkins CSSE. The teaching and learning process is one of the impacts affected by the spread of the Corona virus. Initially the teaching and learning process carried out at school and on campus required to be distance learning or online. Students have difficulty doing their final assignments, because they are blocked by the Covid 19 pandemic, especially to get responses or information related to research that will be carried out from respondents. Final year students who are working on their thesis should have started their research by distributing questionnaires to get responses from respondents. The teaching and learning process that was shifted from face-to-face or offline to distance or online learning made many activities hampered or delayed.

During the Covid 19 pandemic, many students were constrained in distributing questionnaires, for fear of contracting the virus and also complying with health protocols by means of social distancing. However, one alternative system that can overcome questionnaires is Google Forms. According to Zaenal (2011), Google Forms is an application in the form of a form template (worksheet) that can be used independently or collectively for the purpose of obtaining user information. The development of ICT (Information and Communication Technology) demands changes in the teaching and learning process, including in giving assignments to students as well as to students. In general, giving assignments is done using the media (paper), but with Google Forms, assignments can be done online. Google Forms can be used as an innovative and effective learning medium (Tamba, 2012).

2. Literature Review

The questionnaire is a list of questions in research that are required to be answered by respondents or informants (Bimo Walgito: 1987). The purpose of making a questionnaire or questionnaire is (1) To obtain data that is relevant to the research objectives,

(2) To obtain data with the highest possible reliability and validity. The functions of the questionnaire are (1) In order to collect information as a basic material in order to compile permanent records, (2) To ensure the validity of information obtained by other methods, (3) Making evaluation of guidance programs, (4) To take a sampling of attitudes or opinions from respondents.

The questionnaire with the technique of determining a score of 1-5 uses a Likert scale. The answer categories in the questionnaire include Strongly Agree with a score of 5, Agree with a score of 4, Neutral with a score of 3, disagree with a score of 2 and strongly disagree with a score of 1. Through these five categories it can be seen that respondents' answers to some of the questions stated. The classification will be divided into 3 levels, namely low, medium, high. The division into 3 classifications is intended to make the classification more focused and detailed.

3. Method

This journal was created for 3 weeks from 8 April 2021 to 29 April 2021. The techniques used for this journal are: observation is used to monitor conditions to start research on the problem, where the important role is "the role of Google Forms as an alternative to questionnaires in the learning process. teaching during the COVID-19 pandemic. "

4. Result and Discussion

During the face-to-face learning period, students who were working on their final project distributed questionnaires or questionnaires to the respondents to expect a response about the research they were researching, the students distributed questionnaires using paper media.

However, with the spread of the Covid 19 virus in Indonesia in March, online or distance learning was enforced. This becomes a significant obstacle for final students who are working on their final project. Distribution of questionnaires to respondents was hindered for fear of spreading the virus and also for implementing health protocols. But as time goes by and the times are getting more sophisticated, there is one online system that can make online questionnaires, namely Google Forms. According to Zaenal (2011), Google Forms is an application in the form of a form template (worksheet) that can be used independently or collectively for the purpose of obtaining user information. The development of ICT (Information and Communication Technology) demands changes in the teaching and learning process, including in assigning assignments to students as well as to students.

The use of Google Forms is very effective but inefficient, effective because you don't need to meet people in person to implement health protocols. It is not efficient because if we distribute the questionnaire online, the respondents may answer carelessly. However, by using a questionnaire, distributed to the respondents it is efficient but not effective, efficient because we can interact directly with the respondents and can see the respondents filling out the questionnaires that we distribute. It is not effective, seen from the conditions when the Covid 19 virus spread, by using a questionnaire we have to meet the respondents directly and interact directly, this can trigger the spread of the Covid 19 virus.

Weaknesses of the Questionnaire

According to Sukardi (2012) some of the weaknesses of the questionnaire are as follows:
1. Respondents did not provide answers within the specified time
2. The return of the questionnaire depends on the respondent's awareness of answering and delivering it via the post office.

Advantages of the Questionnaire

According to Sukardi (2012) some of the advantages of the questionnaire are as follows:
1. Can express someone's opinion or response either individually or in groups to problems
2. Can be distributed to a large number of respondents in a relatively short time
3. Maintained objectivity of respondents from outside influences on a problem being studied
4. Respondents' confidentiality is maintained in order to answer according to their personal opinion
5. Because it is formatted in the form of a letter, the cost is cheaper
6. The use of time is relatively flexible in accordance with the time given by the researcher
7. Can collect information on a large scale with a fast time.

Sukardi (2012) further explains that in order to obtain a high rate of return on the questionnaire, researchers should plan an appropriate strategy to increase questionnaire returns. There are various ways to increase this rate of return, including:
1. Arrange for sending back as soon as requests are completed answered before time expires
2. Using assistant services in distributing and retrieving answers to the questionnaire
3. Using interesting and profitable tips for respondents who have returned the answer questionnaire. This method is for example by giving gifts or souvenirs, or by drawing lots and attractive prizes for respondents who have submitted their answers.

Weaknesses of Google forms

The weakness of Google Forms itself is that because Google Forms is an online questionnaire, we need an internet network to access pages from Google Forms, many features are provided by Google Forms so that many users who are unfamiliar with the online system are confused.

The advantages of Google Forms

The advantages of Google Forms are that the Google Forms page can be accessed for free and can be accessed anywhere, there are many features provided by Google Forms, by switching to using Google Forms, it automatically minimizes costs too, no need to use paper anymore.

Apart from being an online questionnaire, Google Forms also has many uses, namely as planning events, sending surveys, giving students or other people quizzes, or gathering easy information in an efficient way. Forms can also be linked to spreadsheets. If a spreadsheet is associated with a form, an automatic response will be sent to the spreadsheet.

Otherwise, users can view them on the "Response Summary" page accessible from the Responses menu.

How to create Google Forms
Google forms type questionnaire
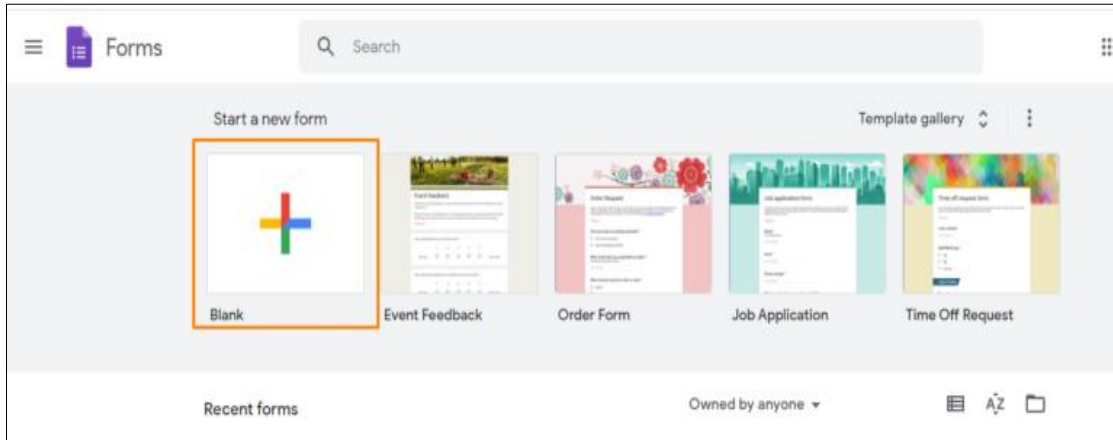- **Open Google Docs and Select Template**

Fig 1

First, open google docs and select "form". There will be several template options available. Choose a template according to your taste. If none of these matches, select a blank template with a white background, in which there is a "+" image.

- **Fill in the Title and Description of the Form**
If you have selected a blank template, continue by filling out the questionnaire you want. You will see the "Untitled Form" dialog box has a fairly large font size. Click on it and type in the title of the questionnaire you want.
After filling in the title, there will be a description in the "descirption form" column. in that column, describe your questionnaire descriptively. Descriptions need to be detailed and clear. This will make it easier for people to understand and agree with what you mean.
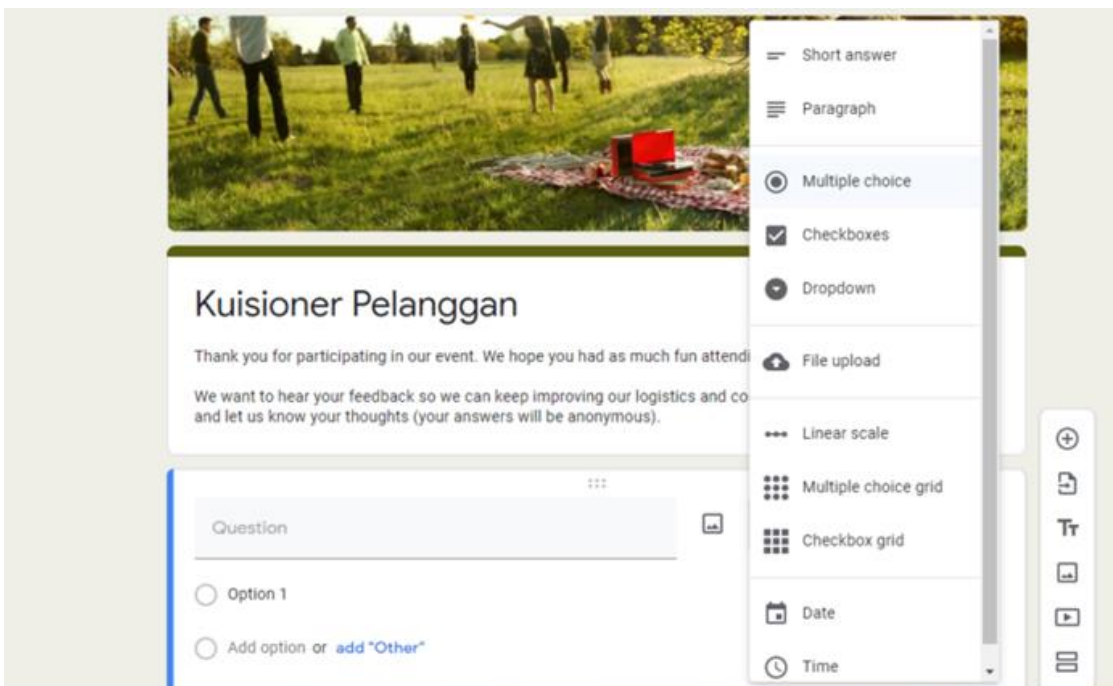
- **Make a Question**

Fig 2

After the title and description, proceed to the stage of entering the list of questions for the questionnaire. Where? So under the "form description" column there is a "question" column. Then write down the questions you want to ask.
You are also free to choose the type of question, for example multiple choice or short answer. Multiple choice for questions with the answer "maybe, no, or yes".
Short answer for answers in the form of a short description. There are also "paragraph" types of answers. This is different from the short answer. Paragraphs allow users to fill in

answers with a longer length.

- **Send Questionnaires**

When you have filled in all the questions you want to ask, the last step is to send them to the people you want. E-mail or copying the link.

The trick, click "send" on the top right. Then there will be an option to send the form to an email by writing an email destination and selecting "include form in email". The last step, click send in the lower right corner.

5. Conclusion

Starting from the spread of the Covid 19 virus in Indonesia, so many activities have become constrained, one of which is learning activities. With the introduction of distance learning or online, many students and students who are currently working on thesis assignments become constrained in the process of distributing questionnaires, so in order to overcome this problem, one of the systems that can make online questionnaires is Google Forms. The advantages of Google Forms include: free, many features, can be accessed anywhere using the internet. However, the weaknesses of Google Forms include: having to use the internet, where many Google Forms users are in areas where the internet network is not fast.

6. References

1. Jenny Keita Septindo F. anita herawati, pengaruh program green advertising terhadap loyalitas konsumen: (Studi Ekspalanatif Tentang Pengaruh Sikap Konsumen Pada Program Kampanye Iklan Peduli Lingkungan "Pilih, Minum dan Remukkan" terhadap Loyalitas Konsumen Ades AMDK di SMA Kolese De Britto Yogyakarta).
2. Muhammad Iqbal, Rosramadhana, Bakhrul Khair Amal, Murni Eva Rumapea: Penggunaan Google Forms Sebagai Media Pemberian Tugas Mata Kuliah Pengantar Ilmu Sosial.
3. Asri Kusuma Dewanti : Virus Corona Masuk Indonesia, Stop Kepanikan.
4. Yuli Sectio Rini: Pendidikan: Hakekat, Tujuan, Dan Proses.
5. Artikel: Eril, Qwords: Mengenal Google Form: Pengertian, Kegunaan & Pembuatan.