

DAFTAR ISI

LEMBAR PENGESAHAN	i
LEMBAR PERNYATAAN ORISINALITAS	ii
ABSTRAK	iii
<i>ABSTRACT</i>	iv
KATA PENGANTAR	v
DAFTAR ISI	vi
DAFTAR GAMBAR	ix
DAFTAR TABEL	x
DAFTAR ISTILAH	xiii
Bab I Pendahuluan	1
I.1 Latar Belakang	1
I.2 Rumusan Masalah	3
I.3 Tujuan Penelitian	3
I.4 Batasan Penelitian	3
I.5 Manfaat Penelitian	4
I.6 Sistem Penulisan	4
Bab II Landasan Teori	6
II.1 Profil Perusahaan	6
II.1.1 Sejarah	6
II.1.2 Visi dan Misi	7
II.1.3 Struktur Organisasi BEI	7
II.1.4 Struktur Organisasi Divisi SDM	8
II.2 ERP	9
II.2.1 Definisi ERP	9
II.2.2 Perbandingan <i>software</i> ERP	9
II.3 SAP	10
II.3.1 Definisi SAP	10
II.3.2 Perbandingan Metodologi	12
II.4 <i>Time Management</i>	13
II.4.1 Definisi <i>Time Management</i>	13

II.4.2	<i>SAP Time Management</i>	13
II.5	Metodologi ASAP	15
II.6	Penelitian Sebelumnya	18
Bab III	METODOLOGI PENELITIAN	21
III.1	Konseptual Model	21
III.2	Sistematika Penelitian	22
III.2.1	<i>Project Preparation</i>	23
III.2.2	<i>Business Blueprint</i>	23
Bab IV	Analisis dan Perancangan	25
IV.1	<i>Project Preparation</i>	25
IV.1.1	<i>Research Planning</i>	25
IV.1.2	<i>Research Procedure</i>	25
IV.1.3	<i>Quality Check</i>	26
IV.2	<i>Business Blueprint</i>	27
IV.2.1	<i>Develop System Management</i>	27
IV.2.2	<i>Organizational Structure Definition</i>	28
IV.2.3	<i>Bussiness Process Analysis</i>	31
IV.2.4	Business Process Definition.....	37
IV.2.5	Desain Sistem SAP	38
IV.2.6	<i>Quality Check</i>	46
IV.2.7	Perancangan	47
Bab V	Perancangan.....	48
V.1	<i>Baseline Configuration</i>	48
V.2	<i>Final Configuration</i>	49
V.2.1	<i>General Setting</i>	49
V.2.2	<i>Enterprise Structure</i>	51
V.2.3	<i>Personnel Structure</i>	54
V.2.4	<i>Organizational Structure</i>	56
V.2.5	<i>Personnel Administration</i>	57
V.2.6	<i>Work Schedule</i>	60
V.2.7	Absen	63
V.2.8	<i>Attendance</i>	65

V.2.9	<i>Time Transfer</i>	66
V.2.10	<i>Substitutions</i>	68
V.2.1	<i>Time Balance Limit</i>	68
V.2.1	<i>Time Wage Type Selection Rule</i>	69
V.2.2	<i>Time Evaluation</i>	70
V.2.3	<i>Final Integration Testing</i>	71
Bab VI	Penutup	75
VI.1.1	Kesimpulan	75
VI.1.2	Saran.....	75
DAFTAR PUSTAKA		76
LAMPIRAN 1 WAWANCARA		79
LAMPIRAN 2 <i>GENERAL SETTING</i>		81
LAMPIRAN 3 MENDEFINISIKAN <i>ENTERPRISE STRUCTURE</i>		86
LAMPIRAN 4 MENDEFINISIKAN <i>PERSONNEL STRUCTURE</i>		96
LAMPIRAN 5 MENDEFINISIKAN <i>ORGANIZATIONAL STRUCTURE</i>		102
LAMPIRAN 6 MENDEFINISIKAN <i>PERSONNEL ADMINISTRATION</i>		106
LAMPIRAN 7 <i>WORK SCHEDULE</i>		111
LAMPIRAN 8 <i>ABSENCE</i>		129
LAMPIRAN 9 <i>ATTENDANCE</i>		141
LAMPIRAN 10 <i>TIME TRANSFER</i>		144
LAMPIRAN 11 <i>SUBSTITUTIONS</i>		149
LAMPIRAN 12 <i>BALANCE LIMIT</i>		151
LAMPIRAN 13 <i>TIME WAGE TYPE SELECTION</i>		152
LAMPIRAN 14 <i>TIME EVALUATION</i>		156
LAMPIRAN 15 <i>TIME DATA</i>		159
LAMPIRAN 16 VALIDASI TESTING		169