

# UPAYA DALAM PROSES KATALOGISASI KOLEKSI PERPUSTAKAAN SMK N 1 SERIRIT

Oleh

**Putu Ananda Sukmady, NIM 1904071011**

Program Studi Diploma III Perpustakaan, Jurusan Sejarah, Sosiologi  
dan Perpustakaan, Universitas Pendidikan Ganesha

Jalan Udayana No. 11 Singaraja

email : [sukmady@gmail.com](mailto:sukmady@gmail.com)

## ABSTRAK

Tujuan penelitian ini dilaksanakan untuk mengetahui bagaimana pengkatalogan di perpustakaan SMK N 1 Seririt dan mengetahui penyebab katalogisasi di perpustakaan belum dapat berjalan maksimal serta upaya-upaya yang harus dilakukan untuk memaksimalkan katalogisasi perpustakaan SMK N 1 Seririt. Jenis penelitian yang digunakan penulis yaitu deskriptif kualitatif dan teknik penentuan informasi secara purposive sampling dan bersifat snowball. Penelitian ini berlokasi di SMK N 1 Seririt. Metode yang digunakan untuk pengumpulan data seperti metode observasi, wawancara dan studi dokumen, kemudian penelitian menunjukkan bahwa kegiatan digitalisasi katalog koleksi perpustakaan SMK N1 Seririt dilakukan dengan cara preventif(pencegahan) dan juga kuratif(perbaikan). Untuk penyebab katalogisasi koleksi belum maksimal dilakukan karena perpustakaan tidak adanya pustakawan profesional yang dapat mengelola pengkatalogan maupun perpustakaan dan upaya-upaya yang telah dilakukan perpustakaan adalah pegawai perpustakaan nantinya dapat mengembangkan kreatifitas dalam mengembangkan perpustakaan agar semakin maksimal dalam katalogisasi maupun kegiatan perpustakaan yang lainnya.

**Kata Kunci:** Katalogisasi, Pustakawan, Perpustakaan

# **Efforts in the Process of Cataloging the Library Collections of SMK N 1 Seririt**

**By**

**Putu Ananda Sukmady, NIM 1904071011**

Diploma III Library Study Program, Department of History, Sociology and  
Libraries, Ganesha University of Education,

Udayana Street No. 11 Singaraja

Email : [sukmady@gmail.com](mailto:sukmady@gmail.com)

## **ABSTRACT**

The purpose of this study was to determine how cataloging in the library of SMK N 1 Seririt and to find out the cause of cataloging in the library has not been able to run optimally and the efforts that must be made to maximize library cataloging at SMK N 1 Seririt. The type of research used by the author is descriptive qualitative and the technique of determining information is purposive sampling and is snowball. This research is located at SMK N 1 Seririt. The methods used for data collection were observation, interviews and document studies, then the research showed that digitizing the library collection catalog of SMK N1 Seririt was carried out by means of preventive (prevention) and also curative (remedial) methods. For the cause of cataloging the collection has not been maximally carried out because the library does not have a professional librarian who can manage cataloging as well as the library and the efforts that have been made by the library are that library employees will be able to develop creativity in developing libraries so that they are maximized in cataloging and other library activities.

Keywords: Cataloging, Librarian, Library