The Effectiveness of Class Management by Using Postersto Increase Literacy and Numeracy Skills

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Abstract: Numeracy and literacy at SDN Sumberpinang 01 do not seem ideal yet, as there are few students who are not fluent in their respective stages of reading and writing. Also, there were many students who had not mastered mathematics (numeracy). With this problem, the purpose of this paper is to find a way out by using a poster. It has a class management feature for young learners and has also helped students improve their numeracy and literacy skills. Another reason for this poster design was the creation of a poster using a language and design that was appropriate for each point so that it could create a product that was useful and right for the target. The method of implementation has been used in many respects, including survey and observation, problem identification, problem formulation, material determination, media and language determination, poster design determination and poster placement. The result is thirty (30) posters and one (1) banner consisting of nine (9) posters for literacy, nine (9) posters for numeracy, six (6) motivational posters, five (5) health protocols for COVID-19 posters, one (1) English poster, and one (1) student pledge banner on display at the front of the school. The use of letter fonts in this poster gives priority to high readability, and the colours used often differ with the use of eye-catching colours so that students are interested in reading.

Keywords: literacy, numeracy, posters.

INTRODUCTION
The central task of the school or class was the teaching and learning process. During the period 2020-2021, Kementrian Pendidikan dan Kebudayaan (KEMDIKBUD) completed a subtlety, the final test was removed and changed to a minimum assessment of competency, a character survey was also carried out. The evaluation was not made based on subjects or mastery curriculum content, but it is mapping against the two minimum competencies of students, that is, literacy and numeracy.

In English, the word "litera" is the word of the alphabet. The meaning of the word "litera" is something that includes systems of writing and convention that go with it [1]. From the above description, literacy is not only about reading skills, but also an intellectual capacity to read and understand the concept.

Numeration is the ability, trust and willingness to interact with quantitative or spatial knowledge to make informed decisions in all areas of daily life [1]. Whereas, numeracy is the analytical ability in using numbers. Both of these competencies simplify the evaluation of minimum competencies and will begin in 2021. The primary learning competence required of students was needed for this reason.

Based on the observation in SDN Sumberpinang 01, there was a lack of reading, writing, and numeracy skills. In SDN Sumberpinang 01, students do not allow a serious learning process about literacy and numeracy. Student's problem about literacy and numeracy at each stage and its variations. The number of students who cannot read, write, and count (numeracy) at all stages was 35% (1st grade until 6th grade).
On the fourth point, Ahmad [2] claimed that "classroom management is all equipment that must be made available and required by the class." According to Djauzak [2] class furniture includes: (a) blackboard, (b) teacher’s desk, (c) student desks, (d) cupboards, (e) lesson schedules, (f) attendance boards, (g) class picket lists, (h) educational calendars, (i) images, (j) wash places. By that description, that means one of the things that can increase classroom management by making all the equipment available. One way to improve the productivity of student literacy and numeracy skills and classroom management at SDN Sumberpinang 01 was by creating a poster – or by reference to the stage (i).

Posters are announcements or advertisements in the form of pictures or writings that are affixed to doors, walls, or strategic public places so that many people know them easily [3]. Posters can include calls to do something. Also, the signs often have appealing patterns of colour pictures that can be easily recalled. Because of its small size, one poster has one theme.

The program has used this approach to design several posters, which are survey and observation, problem recognition, problem formulation, material determination, media and language determination, poster design determination, and the last was poster placement. The operation of the survey was carried out by observation. Observations were made twice before and after exposure to poster literacy and numeracy. At the same time, problem identification, problem formulation, material determination, media and language identification, poster design determination and the last poster positioning were tailored to the student and school status. The benefits of the final report of this research would be the useful data resources of the strategy formulation to improve literacy and numeracy skills in the streamlining of classroom management at SDN Sumberpinang 01.

METHOD

The purpose of implementing this design poster was to help students improve their skills in literacy and numeracy. In addition to these goals, a further goal was also to promote the quality of classroom management at SDN Sumberpinang 01. Some initiatives in the following table have been taken to devote activities in the field of education by creating posters. Each operation had a different process and detail. The last step was the positioning of posters in each class, which still paid attention to the aesthetic elements. This concept poster at SDN Sumberpinang 01 was created by talking with the headmaster and all the teachers.

<table>
<thead>
<tr>
<th>No</th>
<th>Expected Result</th>
<th>Activity Stages</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Know the conditions and situations of students at SDN Sumberpinang 01</td>
<td>Surveying students’ conditions and situations</td>
</tr>
<tr>
<td>2.</td>
<td>Find students abilities in process of learning</td>
<td>Observing students’ abilities when learning take place by providing literacy and numeracy materials</td>
</tr>
<tr>
<td>3.</td>
<td>Looking for the difficulties experienced by student</td>
<td>Identifying problem that students go through during learning</td>
</tr>
<tr>
<td>4.</td>
<td>Know the problems experienced by student in each stages</td>
<td>Determining the concrete problems experienced by students in each class</td>
</tr>
<tr>
<td>5.</td>
<td>Meeting implementation with headmaster and all teachers</td>
<td>Providing meeting preparation and implementation</td>
</tr>
<tr>
<td>6.</td>
<td>Proposal accepted</td>
<td>Conveying suggestion based on problems and solutions.</td>
</tr>
<tr>
<td>No</td>
<td>Expected Result</td>
<td>Activity Stages</td>
</tr>
<tr>
<td>----</td>
<td>-----------------------------------------------------</td>
<td>------------------------------------------------------</td>
</tr>
<tr>
<td>7.</td>
<td>Get the appropriate content</td>
<td>Customizing the content with the book of TEMA of each level</td>
</tr>
<tr>
<td>8.</td>
<td>Make a media and language that appropriated</td>
<td>Synchronizing the media and language to be used</td>
</tr>
<tr>
<td>9.</td>
<td>The result of the poster design according to the students’ level</td>
<td>Designing posters according to students’ level</td>
</tr>
<tr>
<td>10.</td>
<td>Get the appropriate place for sticking the posters</td>
<td>Determining the right place for sticking the posters</td>
</tr>
</tbody>
</table>

**RESULTS AND DISCUSSION**

This program generates thirty (30) posters and one (1) banner consisting of nine (9) posters for literacy, nine (9) posters for numeracy, six (6) motivational posters, five (5) health protocols for COVID-19 posters, one (1) English poster, and one (1) student pledge banner on display at the front of the school. The use of letter fonts in this poster gives priority to high readability, and the colours used often differ with the use of eye-catching colours so that students are interested in reading.

These posters are put in each class with the same distribution. The existence of these posters makes students interested in reading and understanding the poster invitation. In addition, posters used in classroom management not only support learning practices but also create a different environment in the classroom.

Classroom management means that management is synonymous with management. Management concepts are primarily tasks that cover planning, organization, briefing, coordination, supervision and evaluation. Wilford A. Weber [4] argues that classroom management is a complex set of behaviours that teachers use to create and sustain classroom conditions that will enable students to achieve their educational goals effectively – allowing them to learn. This description indicates that the instructor uses a complex set action to coordinate and manage a class situation that helps students to achieve their learning goals efficiently.

The purpose of Ahmad's classroom management [2] is (1) as a way of understanding the situation and conditions of the classroom, either as a learning atmosphere or as a study group that enables students to improve their skills as much as possible, (2) to eliminate the various obstacles that may impede the creation of teaching and learning experiences, and (3) to provide and organize learning facilities. One of the aspects that can make it successful in handling the classroom is by sticking posters within the classroom and outside the classroom. The consequence of this dedication, in particular, is an improvement in productivity aimed at enhancing student literacy and numeracy skills at SDN Sumberpinang 01. Apart from enhancing student literacy and poster numeracy skills, another element that can be strengthened is a passion for learning English, increased encouragement for learning or student nationalism, as well as knowledge on the prevention of COVID-19.
CONCLUSION

The community service in the school entitled "The Effectiveness of Class Management By Using Posters to Increase Literacy and Numeracy Skills" has been successfully carried out. School collaborators and students were delighted to have a poster installation in every corner of the classroom. Hopefully, with poster sticking, there would be an improvement in the quality of classroom management to improve student literacy and numeracy skills at SDN Sumberpinang 01. The future recommendation is that SDN Sumberpinang 01's classroom management will be given more attention, as this also affects the teaching and learning process.

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