

INTISARI

PENGOLAHAN ARSIP FOTO LAMA

PERIODE 1920-1930

DI BALAI PELESTARIAN CAGAR BUDAYA JAWA TENGAH

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Penulisan Tugas Akhir yang berjudul “Pengolahan Arsip Foto Lama di Balai Pelestarian Cagar Budaya Jawa Tengah” merupakan hasil pengumpulan data dari Praktik Kerja Lapangan yang dilaksanakan di Balai Pelestarian Cagar Budaya Jawa Tengah. Praktik Kerja Lapangan ini bertujuan untuk mengetahui proses pengolahan arsip foto, khususnya foto lama. Ruang lingkup permasalahannya antara lain menyangkut sarana dan prasarana penunjang kegiatan pengolahan arsip foto, dan kendala yang ditemukan ketika menjalankan proses pengolahan arsip foto.

Metode yang digunakan dalam penelitian diantaranya melalui Wawancara dengan pihak bagian arsip foto, Observasi partisipasi, dan Studi Pustaka. Wawancara yang dimaksud bertujuan untuk melengkapi data-data yang masih kurang dan mendapatkan informasi langsung dari narasumber yang bersangkutan. Observasi partisipasi merupakan pengamatan secara langsung di lapangan dan berpartisipasi langsung dalam pengolahan arsip foto di Balai Pelestarian Cagar Budaya Jawa Tengah. Selanjutnya, Studi Pustaka yaitu melakukan kajian pustaka dengan tujuan menjawab rumusan masalah yang relevan dengan topik tugas akhir ini.

Kesimpulan dari tugas akhir, bahwa pengolahan arsip foto lama di Balai Pelestarian Cagar Budaya Jawa Tengah belum sepenuhnya mengikuti kaidah kearsipan secara baik, karena terbatasnya SDM dan fasilitas penunjang.

Kata Kunci : Pengolahan, Arsip, Foto.

ABSTRACT

THE ARRANGEMENT OF THE OLD PHOTO ARCHIVES

PERIOD 1920-1930

IN BALAI PELESTARIAN CAGAR BUDAYA

JAWA TENGAH

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Final project entitled "The Arrangement of The Old Photo Period 1920-1930 in Balai Pelestarian Cagar Budaya Central Java" is the result of data collection Practice Field Work carried out at the Institute for Preservation of Cultural Central Java. Field Work Practice aims to determine the processing of archival photographs, especially old photos. The scope of the problem, among others, regarding the supporting infrastructures photo archive processing activities, and problems were found when running the photo archive processing.

The method used in such research through interviews with the photo archive section, Observation participation, and Literature Study. Interview study is aimed to complete the data are still lacking and obtain information directly from the source in question. Observation of participation is direct observations in the field and participate directly in the processing of the photo archive at the Institute for Preservation of Cultural Central Java. Furthermore, Literature Studies that reviewed the literature with the aim to answer the formulation of issues relevant to the topic of this thesis.

The conclusion of this graduating paper is that the processing of old photo archive in Balai Pelestarian Cagar Budaya Central Java archives have not fully follow the rules as well, due to limited human resources and supporting facilities.

Keywords : The Arrangement, Archives, Photo