

ABSTRACT

In participation of competition by students of Industrial Engineering Major saved useful knowledge to Industrial Engineering Major, because after participating competition there will be experience which received by students who were be the participant of competitions. But, this knowledge still formed as tacit knowledge and can be disappeared when the student graduated. That's why this knowledge should be kept in Industrial Engineering Major by converting them in to explicit knowledge, so the knowledge is not only saved in the students who have participated in competitions. Besides that, explicit knowledge is easier to learn. So that, these activities need to be documented and need to be looked the best practice of competition preparation in Industrial Engineering Major, so the activities flow of competition preparation can be documented and guidance of competition preparation activities in the future.

This research uses SECI model as a method of those problem solving. There are four steps in the SECI model, which are: socialization, externalization, combination, and internalization. The knowledge of competition preparation activities which is in the tacit knowledge formed has been captured by interview. The tacit knowledge that has been captured will be documented as a business process of competition preparation. Result of best practice will be basic of finding the best practice by factor rating method and become the references of the pre-practicum process. Final result of this research is competition preparation activities in Standard Operational Procedure (SOP) and it will be guidance in Industrial Engineering Major.

Keyword : Best practice, tacit knowledge, explicit knowledge, Standard Operation Procedure (SOP)