

## **ABSTRACT**

*Knowledge is information that facilitates action, and decision or information within direction. Knowledge is divided into 2 (two) types, there are tacit knowledge and explicit knowledge. Knowledge is one of important asset in organization. Maintenance operator at PT Dirgantara Indonesia do the maintenance activity based on tacit knowledge had. Nowadays, tacit knowledge haven't been documented, because of that, knowledge should be documented well to prevent the knowledge lost. In this research, tacit knowledge that mined by operator in PT Dirgantara Indonesia is documented. Moreover, Asean Free Trade Area that will be count at 2015, make the company should have human resource that can compete globally and the company enable to compete to others company. Best practice can expert the competention of human resource and increase competition each other.*

*This research goal is to documented tacit knowledge of maintenance operator in case doing of Preventive Maintenance Toshiba BMC 80.5 into explicit knowledge, it is some best practices in work guidance of Preventive Maintenance using SECI method. The result of best practice is used as material in development processes of e-Learning using ADDIE method. In development processes use LMS Moodle and Adobe Flash Professional.*

*The result of this researches are best practices of Preventive Maintenance activity Toshiba BMC 80.5 that is used as material in designing of e-Learning content and also the design of e-Learning content.*

*Keywords: e-Learning, SECI, ADDIE, Explicit Knowledge, Tacit Knowledge, Moodle, Preventive Maintenance*