THE READINESS OF TEACHER CANDIDATES FOR VOCATIONAL HIGH SCHOOL IN THE 4TH INDUSTRIAL ERA VIEWED FROM TEACHING SKILL AND CAPABILITY IN TECHNOLOGY

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Abstract
This study aims to evaluate the readiness of prospective teachers for Vocational High Schools in dealing with the world of work in the 4th industrial era when viewed from teaching skills and technological mastery abilities. This study is evaluative research with a quantitative descriptive approach. The population in this study consisted of 1,725 students at Universitas Negeri Surabaya. A total of 996 students were used as research samples by using a simple purposive sampling technique. The results show that the average readiness in the aspects of teaching skills as much as 81.78% of students said they are ready, while the average readiness in the aspect of mastering technology is 88.59% so that it can be stated that students as prospective VHS teachers are very ready to face the world of work. Vocational teacher candidates already have good teaching skills because they are equipped with various theories and practices directly to the school, from skills to close the open lesson, even drafting learning lessons so that they have the experience they are prepared to use in the world of work. In the ability to master technology, vocational teacher candidates already have a good readiness to use technology in learning, such as accessing various Microsoft programs.

Keywords: work-readiness, teaching skills, technological mastery

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INTRODUCTION

Nowadays, the world began to enter the era of the 4th industrial revolution as the impact of the advances in science and technology brought. The 4th industrial revolution era is a new era in the development of the world today. This era is closely related to the integration of automation technology and cyber technology for data exchange in manufacturing technology. The 4th Industrial Revolution era applied the concept of automation carried out by machines without requiring human labor in its application or use. This era refers to current and future developments regarding the use and use of technology that is capable of changing the workplace (Beraza, 2018, p. 215).

Although the impact of the development of the industrial revolution era on employment opportunities for graduates has not been very visible, there is a possibility that this 4th industrial era will create new jobs and unemployment in a relatively equal amount (Teng et al., 2019, p. 2). All jobs will experience the impact of this industrial revolution, which will certainly affect new graduates in dealing with the world of work (Chui et al., 2016, p. 58). As a result, as many as 75-375 million workers switched professions, and machines replaced as many as 1.8 million jobs. Therefore, State Higher Education or Perguruan Tinggi Negeri (PTN) and Private Higher Education or Perguruan Tinggi Swasta (PTS) are required to be able to produce professional graduates who are ready to face this 4th industrial era.

Universitas Negeri Surabaya (UNESA) is one of the PTN in Indonesia that organizes educational programs and non-educational programs that have more than 25,000 students. UNESA is an institution based on LPTK (Educational Workforce Education Institutions) so that its main task is to produce educational personnel for preschool education, basic education, and secondary education. UNESA students as candidates for professional education in the era of the 4th industrial revolution must certainly be able to understand and develop according to the needs of the workforce today. This is because they will play an important role in the success of learning at various levels of education that will affect the quality of human resources in Indonesia. Professional education personnel has several criteria that must be mastered, including teaching skills (Ambarawati, 2016, p. 83; Hidayat et al., 2016, p. 249) and good technological mastery skills (Hidayat et al., 2016, p. 251).

Teaching skills really need to be owned by teachers to transfer knowledge, skills, attitudes, and values to students in the learning process. There are seven teaching skills that must be possessed by teachers, namely: Skills to open lessons, Skills to explain, Skills to ask questions, Skills to strengthen, Skills to hold variations, Skills to close lessons, and Skill in preparing Learning Implementation Plans or RPP (Ambarawati, 2016, p. 84; Huda, 2013, p. 58; Zenda, 2017, p. 175). Educational students interested in and understand the teaching profession will give greater attention to understanding and learning about the teaching profession, namely work in education and teaching. Furthermore, these students will carry out activities to foster and improve teaching skills towards professional teacher competencies.

Technology mastery skills can be interpreted as the ability to use applications or software to search, provide, change, and control information creatively to produce, evaluate, and analyze information into other forms using a variety of tools and digital media (Voogt et al., 2013, p. 405). According to Saputra and Purnama (2012, p. 61), teachers as educators will always be required to be innovative creative in finding learning breakthroughs that are able to combine text, images, audio, music, animation, and video in a unity that supports one another in order to achieve learning objectives and are able to arouse pleasure during the learning process. In accounting learning, the use of computer applications during the learning process was able to improve students’ ability to use computers and influence the level of salary earned (Suttipun, 2014, p. 145). Under these conditions, students as prospective workers need to be equipped with soft skills in the form of technological mastery abilities that will affect student work readiness in the 4th industrial era (Teng et al., 2019, p. 12).

Based on these conditions, UNESA must be able to produce quality educational staff in accordance with the needs of the world of work in the 4th industrial era. The Department of Economic Education is one of the departments at UNESA that produces educational staff at the level of vocational secondary education or commonly known as Vocational High School (VHS). Based on an
initial survey conducted at Department of Economic Education graduates at UNESA in 2019, information was obtained that as much as 41.42% of 350 graduates worked as teachers, 30% worked as private employees, 5.71% worked as entrepreneurs, 4.28% worked as banks, and the rest work in other fields. This shows that the interest of graduates with the aim of PTN is appropriate, namely, to produce educational staff (teachers). Then from the results of the initial interviews with the graduates, it was found that to be able to get a job now needed the ability to master technology such as the ability to operate computers and the internet to support the desired profession. In addition, teaching skills are also very necessary, considering that most graduates of the Department of Economic Education in UNESA work as teachers according to their fields.

Based on these conditions, an evaluation of students' readiness as prospective college graduates is needed to provide an overview of the conditions of vocational teacher candidates in facing the world of work in the 4th industrial era. Work readiness can be seen as a process and purpose that involves the development of one's work related to attitudes, values, knowledge, and skills (Yustina & Sukardi, 2014, p. 183). Work readiness refers to the degree to which people have the ability and willingness to complete certain tasks (Utami & Hudaniah, 2013, p. 44). In order to work effectively and efficiently, as well as develop expertise and skills, students as prospective job seekers must have high stamina, master their expertise, and the basics of science and technology, have a high work ethic, and be able to communicate in accordance with the demands his job, and has the ability to develop themselves (Hidayat et al., 2016, p. 247). According to Sutipun (2014, p. 139), students' readiness in facing the world of work can be seen from their capabilities, knowledge, and competence in building relationships. According to Hanani and Sukirno (2016, p. 38), students' readiness in facing the world of work can be seen from ethical competency, knowledge competency, capability competency, respect about human rights and values, and competency analysis. Therefore, teacher candidates' readiness to face the world of work can be seen from their teaching skills and technological mastery abilities. An evaluation of the work readiness is needed so that the information obtained from the results of this study can be used as input in improving the learning process for educational institutions and also as an illustration of what competencies or expertise need to be prepared by graduates in this case as prospective teachers in dealing with the world of work.

Based on the background above, vocational teacher candidates' readiness needs to be evaluated to find out the quality of teaching skills and the ability to master technology in facing the demands of the world of work in the 4th industrial revolution era. Therefore, this study aims to illustrate vocational teacher candidates' readiness to face the workforce in the 4th industrial era when viewed from teaching skills and the ability to master technology. The results of this study are expected to be used as evaluation material to improve the quality of learning in PTN/PTS so as to improve the quality of graduates who will later become professional education personnel at various levels of education. In addition, the results of this study can also be used to find solutions and actions that can improve the competitiveness of PTN/PTS graduates to face the world of work.

RESEARCH METHOD

This research is an evaluative study using a quantitative descriptive approach. Evaluative research is research conducted to gather useful information about the object of evaluation under study and then is compared and assessed with certain indicators. The population of this study was 1,725 students majoring in Economic Education at Universitas Negeri Surabaya (UNESA). The sample used was 996 students who were determined using a simple purposive sampling technique. The sample criteria used are students majoring in Economic Education 4-8 semester, assuming students have obtained educational courses and shortly will face the world of work to consider the sample relevant to the research objectives.

Data collection was carried out by distributing questionnaires to student samples to produce primary data from research subjects. Based on various theories and previous research, this study uses research indicators regarding work readiness, namely teaching skills and the ability to master technology. Data obtained from the results of student surveys in the form of quantitative data so analyzed descriptively quantitative with percentage techniques. Quantitative data were obtained using a Likert scale with a score of 1-4, with the criteria not ready until very ready.
RESULTS AND DISCUSSION

Based on the results of the distribution of questionnaires, the readiness of teacher candidates for vocational high schools in dealing with the world of work in the 4th industrial era if seen from teaching skills and the ability to master technology can be explained as follows.

Teaching Skills for Prospective Teachers at Vocational High Schools (VHS)

Based on the results of research conducted to students majoring in Economic Education at UNESA, it is found information about the readiness of teacher candidates of Vocational High Schools (VHS) in dealing with the world of work seen from teaching skills, which are divided into eight aspects. Each aspect is elaborated as follows.

Aspect of Opening Lesson Skills

In the aspect of skills in opening the lesson, the readiness of vocational teacher candidates can be seen in Figure 1. Based on Figure 1, that the indicators of skills attract students' attention when opening learning indicate that 89.6% of students of the Department of Economic Education, Faculty of Economics, UNESA as future teacher candidates already have the skills to attract good students when opening learning. Students feel they already have good confidence in terms of appearance and attitude as a teacher that they get from learning in the course of the Management and Learning Program, so they feel ready to attract the attention of students.

![Figure 1. Skills for Opening Lessons](image)

On the indicator of lead motivation, skills indicate that 86.3% of prospective VHS teachers already have the skills to cause good motivation when opening learning. Students need these skills as prospective educators to make students who will be given the material to be interested in the material to be learned by using various forms of learning motivation.

Then, the indicator of giving reference skills indicates that as many as 88.9% of teacher candidates already have the skills to provide a good reference when opening learning. Giving a reference in question is to give instructions on what activities will be carried out in learning. Thus, learning will be directed and effective in achieving learning objectives.

The indicator of making connections skills indicates that as many as 85% of prospective vocational high school teachers already have the skills to make good connections when opening learning. By having these skills, students will be able to open learning to be meaningful because it can link the materials that are learned by students, so that the materials given will last long in the students' memories. This skill will undoubtedly add value to students as prospective quality educators.

Aspect of Explaining Skills

In the aspect of explaining skills, the readiness of vocational teacher candidates can be seen in Figure 2. Based on Figure 2, there are 74.3% of students of the Department of Economic Education, Faculty of Economics of UNESA, as future teacher candidates in vocational high school,
who already have a good readiness in the use of appropriate learning methods. As future teacher candidates, students already have good knowledge on various methods that can be used in implementing learning.

![Figure 2. Explaining Skills](image2)

On the indicator of the accuracy of the material, it is indicated that 88.4% of prospective VHS teachers already have the skills to cause good motivation when opening learning. VHS teacher candidates already have a good readiness to select material used when explaining in learning activities accurately. Students have experience learning about materials related to subjects that will be taught when becoming a teacher later. Students are equipped with knowledge and skills according to their area of expertise in each study program.

Furthermore, the indicators of mastery of competence indicate that as many as 79.8% of VHS teacher candidates already have good competency mastery readiness that they will teach later when entering the workforce. Good mastery of competencies will make it easier for students to adapt to the teaching world in the 21st century of learning today.

**Aspect of Asking Skills**

In the aspect of questioning skills, the readiness of vocational teacher candidates can be seen in Figure 3. Based on Figure 3, the clear and concise questioning skill indicator indicates that 76.2% of vocational teacher candidates already have the skills to express questions clearly and concisely when conducting questions and answer learning activities. This skill is also needed when later making evaluation questions at the end of learning.

![Figure 3. Asking Skills](image3)

Then, on the indicator of the provision of instruction skills, it is indicated that as many as 87.1% of vocational teacher candidates already have good reference skills when conducting a question and answer with students. The reference is given to give students a clear picture and boundary of the teacher's questions and answers and vice versa.
On the indicator of moving shift skills, it is indicated that 87.4% of vocational teacher candidates already have shifting skills when conducting questions and answers (Q&A) sessions in learning. This shifting of turns is necessary so that the interaction between the teacher and students is not only centered on one individual student, but is comprehensive on each individual inside the class.

In the indicator of the spread of questioning skills, it shows that as many as 86.8% of prospective vocational teacher teachers already have good dissemination skills when conducting Q&A with students. Furthermore, the indicator of giving time to think skills when doing questions and answers indicates that as many as 84.3% of vocational teacher candidates already have good accuracy in giving students time to think when giving questions to students. Meanwhile, the indicator of giving guidance skills indicate that as many as 86.1% of vocational teacher candidates already have good skills in giving demands to students to find the right and correct answers to questions raised by teachers to their students.

**Aspect of Strengthening Skills**

In the aspect of strengthening skills, the readiness of vocational teacher candidates can be seen in Figure 4. Based on Figure 4, it is presented that the indicator of strengthening certain students’ skills when learning indicates that as many as 87.5% of vocational teacher candidates already have good skills in providing reinforcement to certain students. This reinforcement is given to students who can do a good job in the form of praise or reinforcement by reprimand when students make mistakes. Thus, students will be ready to become teachers who are able to control the class.

![Figure 4. Strengthening Skills](image)

In the indicator of strengthening to group skills, it is indicated that 86.8% of vocational teacher candidates already have good skills in reinforcing to study groups. It will be the provision of students as prospective teachers in guiding the course of learning through cooperative-based learning.

Then, on the indicator of providing reinforcement immediately skills, it is indicated that as many as 75.8% of vocational teacher candidates already have good skills in providing reinforcement immediately. It means that students, as prospective teachers, already feel good punctuality when necessary to strengthen learning.

**Aspect of Making Variation Skills**

In the aspect of the skills to hold variations, the readiness of vocational teacher candidates can be seen in Figure 5. Based on Figure 5, it can be seen that the indicators of variation in teaching methods skills indicate that as many as 69.4% of vocational teacher candidates already have good skills in providing variations in the way of teaching. Students have been provided with provisions on various models and methods that can be used in learning so that the class becomes lively and enjoyable.
The indicator of variation in the use of instructional media skills indicates that 71.3% of vocational teacher candidates already have good skills in the use of learning media. Students already know various types of media that can be used to facilitate the delivery of material to students later. However, the obstacle faced by many students as prospective teachers is the limited availability of suitable learning media. It is a challenge and also the reason why 28.7% of students feel they are not ready to use media variations in learning.

Then, the indicator of variation in the patterns of interaction and student activities skills indicates that 76.1% of vocational teacher candidates already have good skills when giving variations in patterns of interaction and student activities. It is needed by students, as prospective teachers, so that the learning atmosphere is not boring and saturated so students will be interested in learning.

**Aspect of Closing Lessons Skills**

In the aspect of closing skills, the readiness of vocational teacher candidates can be seen in Figure 6. Based on Figure 6, it can be seen that the indicator revisiting the mastery of core learning skills indicates that as many as 76.4% of vocational teacher candidates already have good skills in reviewing the mastery of core learning. These skills are needed to be able to summarize what has been learned at the end of learning.

The evaluation skills indicator indicates that as many as 89.8% of vocational teacher candidates already have good evaluation skills at the end of learning. With good evaluation skills, students as prospective teachers will know the learning achievements that have been achieved to determine further learning activities.

The indicator of strengthening retention/transfer of learning skills indicates that as many as 79% of vocational teacher candidates already have good skills in strengthening the retention/transfer of learning conclusions to students at the end of learning.
Furthermore, the indicator of assessment and reflection skills indicates that as many as 88.7% of vocational teacher candidates already have good skills in assessing and reflecting. It is closely related to the determination of student learning outcomes that must be done by the teacher as a report and evaluation material from the teacher of the learning activities that have been carried out. Students as prospective teachers of the 21st century will also be able to choose the use of evaluation methods that are appropriate for technological developments.

**Aspect of Skills in Preparing Learning Implementation Plan (RPP)**

In the aspect of skills in preparing the Learning Implementation Plan or *Rencana Pelaksanaan Pembelajaran* (RPP), prospective vocational teacher candidates' readiness can be seen in Figure 7. Based on Figure 7, it can be seen that the indicators of filling the identity column in the preparation skills indicate that as many as 81% of vocational teacher candidates already have good skills in filling the identity column in the preparation of lesson plans.

Then, the indicator of filling the time allocation in the preparation of the RPP skill indicates that as many as 77.1% of vocational teacher candidates already have good skills in filling the time allocation in preparing the RPP. In the indicators of deciding the competency standard or *Standar Kompetensi* (SK), basic competency or *Kompetensi Dasar* (KD), indicators on the preparation of RPP skills indicate that as many as 78.1% of vocational teacher candidates already have good skills in determining SK, KD, and indicators in preparing the RPP.

In the indicator of determining learning objectives in the preparation of the RPP skills, it is indicated that as many as 87.4% of vocational teacher candidates already have good skills in determining learning objectives in preparing lesson plans. The indicator of determining the subject matter of learning in the preparation of RPP skills indicates that as many as 84.1% of vocational teacher candidates already have good skills in determining the subject matter of learning in the preparation of lesson plans.

The indicator of the selection of learning methods in the preparation of RPP skills indicates that as many as 76.2% of vocational teacher candidates already have good skills in the selection of learning methods in the preparation of lesson plans. The indicator of determining the steps of learning in the preparation of the RPP skills indicates that as many as 78.7% of prospective vocational teachers already have good skills in determining the steps of learning in the preparation of lesson plans.

The indicator of determining the tools/materials/learning resources in the preparation of RPP skills indicates that 83.7% of vocational teacher candidates already have good skills in determining the tools/materials/learning resources in the preparation of lesson plans. The indicator of determining the assessment criteria of learning in the preparation of RPP skills indicates that as many as 77.7% of vocational teacher candidates already have good skills in determining the learning assessment criteria in the preparation of lesson plans.

Based on the results of the study, prospective vocational teachers have good readiness in teaching skills. All teaching competencies are employability skills that must be possessed by pro-
spective teachers in dealing with the world of work (Verma et al., 2018, p. 122). By having good competency mastery, prospective teachers will be easier to work and better prepared to face the world of work because they have good skills (Lestari & Siswanto, 2015, p. 188).

Graduates’ work readiness is now an important criterion for getting a job (in this study as a prospective vocational teacher) and has become increasingly demanded in the development of university graduate skills (Cavanagh et al., 2015, p. 279; Hager & Holland, 2006, p. 67). Prospective teachers are expected to be in the job-ready mode and with a level of employability that can be demonstrated when they drop out of university studies (Clarke, 2018, p. 1924; Prikshat et al., 2019, p. 568).

**Technology Mastery of Vocational High School (VHS) Teacher Candidates**

Based on the results of research conducted to students majoring in Economic Education at UNESA, the readiness of prospective Vocational High School (VHS) teachers in dealing with the world of work seen from teaching skills which are divided into eight aspects. Each aspect is explained as follows.

**Aspect of Technology Use**

In the aspect of technology use, the readiness of vocational teacher candidates can be seen in Figure 8. Based on Figure 8, the indicators of the use of technology to looking for learning materials with internet skills indicate that all prospective vocational teachers already have good skills in using technology to search for learning materials on the internet. Students are already familiar with the ease of accessing various information provided on the internet in everyday life.

![Figure 8. Use of Technology](image)

The indicator of the use of technology for giving presentations for assignments skills in class shows that 98.8% of VHS teacher candidates already have good skills in the use of technology in giving presentations for assignments on the internet. Students are able to present varied assignments after material presentations. Furthermore, the indicator of the use of technology to complete assignments skills indicates that 99.1% of vocational teacher candidates already have good skills in using technology to complete assignments on the internet. As prospective teachers, students already have good abilities in utilizing technology to complete assignments or other obligations.

The indicator of the use of technology to search for relevant websites skills indicates that 92.8% of vocational teacher candidates already have good skills in the use of technology for relevant websites on the internet. Students usually still find obstacles in filtering data sources from websites found, so there are still 7.2% who are not ready to search for relevant sources of websites.

The indicator of the use of technology for process and data analysis skills shows that 89.1% of VHS teacher candidates already have good skills in using technology to search for learning materials on the internet. Students have been equipped to use technology-based evaluation tools in learning assessment courses, but students as prospective teachers sometimes still feel confused using technology for the appropriate data analysis process, so 10.9% are still not ready to use technology.
Aspect of Technological Competency

In the aspect of competency in technology expertise, the readiness of vocational teacher candidates can be seen in Figure 9. Based on Figure 9, the indicator of the use of word processing applications skills indicates that all prospective vocational teachers already have good skills in using word processing applications, such as Microsoft Word. Students are already accustomed to using this application during college learning, so they find no obstacles in its use.

![Figure 9. Competence of Technology Expertise](image)

The indicator of the use of presentation application skills indicates that 99.1% of vocational teacher candidates already have good skills in using presentation applications, such as Microsoft PowerPoint. Students have often been trained to use this application to present assignments given during lectures. The remaining 0.9% feel they have not yet cheered because they have not mastered all the Microsoft PowerPoint application features. The indicator of the use of spreadsheets skills shows that 87.8% of VHS teacher candidates already have good skills in using the Spreadsheet application. Students have been equipped in-depth about this application program in excel automation courses while in college. Students who feel not ready to use this spreadsheet application because they still feel confused using the application's functions.

On the internet usage indicator for communication skills indicate that 99.4% of vocational teacher candidates already have good skills in using the internet for communication, such as email, WhatsApp, and others. The use of the internet is very helpful in facilitating teachers and students.

Then, the indicator of the use of the website to look for information skills indicates that 98.8% of vocational teacher candidates already have good skills in using websites to search for information. The ease of accessing this information is also influenced by the availability of free Wi-fi services provided by the Faculty of Economics during lectures.

Aspect of Training in the Use of Technology

In the aspect of training in the use of technology, the readiness of vocational teacher candidates can be seen in Figure 10. Based on Figure 10, the indicators of basic training using computer skills indicate that 78.7% of vocational teacher candidates have attended basic training using computers during lectures. By having the basic training provision, students have good readiness in dealing with the world of work in any field other than in education.

The indicators of word processing application training skills indicate that 71.3% of vocational teacher candidates have participated in word processing application training. These skills are needed in entering the workforce in any field so that mastery of skills illustrates good readiness in dealing with the world of work.

The indicators of presentation application training skills indicate that 70.7% of vocational teacher candidates have participated in a presentation application training. As many as 30% masters the presentation application from the results of following the tutorial on the internet and their peers. This presentation application training is really needed by students as prospective teachers because almost all learning material is explained using PowerPoint media.
The indicators of spreadsheet training skills indicate that 68.9% of vocational teacher candidates have participated in spreadsheet training, so they feel ready to face the world of work. Mastery of this application is needed, especially for graduates majoring in Economic Education related to financial management. Then, in the indicators of training indicators using technology in learning skills, 74.4% of vocational teacher candidates have participated in training using technology in learning obtained from workshops and seminars. This training is needed as a provision to optimize the use of technology in learning in the 21st century.

Based on the research results, it can be concluded that vocational teacher candidates have good readiness in the ability to master technology. During their education at the tertiary level, prospective graduates have been accustomed to using various technology-based applications and programs. Therefore, the use of technology in education continues to be developed at all levels of education (Lai, 2008, p. 18). Moreover, teachers candidates will face students in their teens who have become critical consumer segments because of the continuous exposure and familiarity with digital technology everywhere, so prospective teachers must be prepared to face these challenges (Mishra et al., 2018, p. 592).

Technology mastery is the employability skills needed by prospective teachers in the current age of learning (Winterton & Turner, 2019, p. 536). Prospective teachers must have a good mastery of technology to be able to provide information and learning experiences for their students. Especially in today’s fast-paced world, technology-facilitated activities have become an integral part of providing educational services and in various companies (Ramaseshan et al., 2015, p. 754). The use of technology in learning will facilitate the learning process and create a pleasant learning atmosphere (Pratiwi et al., 2019, p. 186). Thus, teacher candidates who have a good mastery of technology will be able to create optimal learning.

CONCLUSION

Based on the research results, it can be concluded that vocational teacher candidates have good job readiness in dealing with the world of work in the 4th industrial era. This was indicated by more than 60% of prospective teachers who stated that they had good readiness in mastering teaching skills and mastering technology. The average student stated that he already had enough to face the world of work from the lecture process he had obtained. The average readiness in the aspect of teaching skills was 81.78%. In comparison, the average readiness in the aspect of technological mastery was 88.59%, so that it could be stated that students as VHS teacher candidates were very ready to face the world of work.

Teacher candidates already have good teaching skills because they are equipped with various theories and practices directly to the school, so that prospective teachers have the experience they are ready to use in dealing with the world of work. In the ability to master technology, vocational teacher candidates already have a good readiness to use technology in learning. As a developing country, Indonesia has the opportunity to encourage the growth of information and communication technology (such as the internet, telecommunications, and social media).
On the other hand, the prospective teachers feel they are still not optimal in mastering the spreadsheet application. However, this application is one of the applications most demanded to be mastered in the world of work in the industrial revolution era, which is closely related to the use of technology. Excel automation courses can be optimized for learning at university. Work skills can be improved by applying effective work practices, readiness to learn through various trainings, and competency-based technical skills according to the area of expertise they are capable of (Fitriyanto & Pardjono, 2019, p. 132).

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