

Google Form Creation Training and Legal Awareness Outreach in Neglasari Village

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Abstrak

The community service initiative in Neglasari Village seeks to improve the digital competencies of women participating in the Family Empowerment and Welfare program and local village officials through training on using Google Forms. This program offers a practical understanding of a digital tool for data collection and information-driven decision-making. Furthermore, initiatives are undertaken to emphasize the significance of legal knowledge in everyday life, thereby enhancing participants' comprehension of their rights and responsibilities.

The activity's results indicate that the participatory, technology-driven approach enhances participants' digital competencies and elevates legal awareness. Active discussion sessions enhance participants' engagement and motivation to implement their newly acquired information in social circumstances. We advocate frequent conduct of analogous training sessions, with content modified to meet the requirements of the Family Empowerment and Welfare program and local village officials.

Keyword: *Training, Google Form, Digital, PKK, Village Apparatus*

Introduction

Training in creating Google Forms and legal understanding in rural regions is essential for enhancing community engagement in decision-making and elevating legal literacy. Nonetheless, numerous community members have yet to employ information technology in this process. This issue underscores a lack of understanding and use of contemporary techniques that could enhance the quality of life, especially in rural areas.

This research seeks to investigate novel approaches to instructing and advocating the use of Google Forms for collecting data and informing the public about legal matters. The community's limited legal awareness, combined with insufficient comprehension of contemporary technologies, necessitates the development of more effective training methodologies. Consequently, examining diverse current training methodologies is crucial to comprehend their advantages and disadvantages.

Utami et al. (2021) examine community service initiatives that include training in creating Google Forms for the management and cadres of Dasawisma in Ragunan. The employed approaches consist of presentations, simulations, and question-and-answer sessions. The results indicate an enhancement in management's proficiency in utilizing Google Forms. Firdaus et al. (2024) describe the implementation of Google Forms for surveys targeting the population of Darma Bakti, Cengkareng, West Jakarta. This activity seeks to elucidate the primary characteristics of Google Forms and the process of their creation. The journal by Setiawan et al. (2022) outlines a program aimed at educating local officials and teachers in Sido Makmur on the use of Google Forms to collect real-time data via Google Drive, while also detailing the initiative's phases, outcomes, and advantages.

Numerous prior studies suggest that technology-driven training can improve community engagement and knowledge acquisition. Nonetheless, constraints persist in its execution, especially in rural areas with restricted access to technology and resources. This project seeks to overcome these restrictions by creating more inclusive, readily accessible ways that allow the

community to comprehend and efficiently use Google Forms within their social context.

In light of this environment, the principal aim of this study is to create a Google Form training specifically designed for the rural setting, particularly in Neglasari Village, Limbangan, Garut. The workshop aims to enable participants to design and use Google Forms to collect and disseminate information. Alongside Google Form training, participants will receive instruction on legal awareness, specifically their rights and obligations relevant to daily life, enabling more informed decision-making. This training is inclusively structured to accommodate diverse backgrounds, promote active engagement in social and legal matters, and implement assessments to enhance the curriculum in the future. This strategy aims to ensure that participants are not only technically proficient but also legally informed and constructively engaged in their community..

Method

The training session on developing Google Forms and the outreach on legal awareness aim to impart knowledge and insights to the women involved in the Family Empowerment and Welfare initiative and to the officials of Neglasari Village. The techniques employed for community service encompass:

a. Research Design

Administering a preliminary survey to ascertain the requirements of the community and village officials in Neglasari by presenting many alternative material possibilities. The conclusion of the dialogue with the chosen village officials underscored the need for training in information technology, particularly in creating Google Forms and enhancing legal understanding.

b. Population and Sample

The participants in the training and outreach comprise women from the Family Empowerment and Welfare program and local officials. This

activity seeks to furnish varied perspectives concerning their requirements and experiences.

c. **Data Collection Techniques and Tools**

Data are gathered through direct participatory observation of participants' engagement during the Google Forms training and legal awareness outreach. The instruments employed include an interview guide to gather qualitative data on participants' experiences. The qualitative data obtained from interviews and observations will undergo thematic analysis to discern patterns and themes arising from participants' experiences.

During the engagement, the facilitator used diverse complementary learning methodologies, including a concise presentation on the fundamentals of creating Google Forms to enhance participants' comprehension, followed by outreach on legal awareness within families and communities. Collaborative interactions between participants and the facilitator sought to improve comprehension of the training and outreach materials presented. The events occurred at the Neglasari Village community center throughout the entire day. This program had an introduction, training, topic outreach, interactive sessions, and a concluding reflection. These phases aim to provide participants with technical abilities while enhancing their legal awareness for practical application in everyday life.

Result and Discussion

This community service initiative effectively achieved its primary goals: improving participants' proficiency with Google Forms and increasing their legal awareness. The majority of participants successfully created Google Forms on their smartphones, thereafter practicing by exchanging links to complete their identities and provide favorable feedback from the course. Post-training interviews indicated that numerous participants experienced an increased confidence in utilizing technology for data and information collection. Furthermore, the majority demonstrated heightened awareness of their legal rights and responsibilities. These findings pertain to the research

issue of the efficacy of the training in augmenting information technology proficiency, namely in creating Google Forms and advancing the community's legal comprehension.

The data-gathering procedure through interviews yielded profound insights into participants' experiences during and after the program. The interactive discussion sessions enabled participants to ask questions and exchange viewpoints, highlighting the importance of legal awareness in everyday life. Numerous individuals reported that using Google Forms facilitated data collection, making it more efficient.

The analysis of these findings aligns with prior studies suggesting that technology-driven training might improve community engagement in legal and social matters. The notion of legal awareness, as delineated in the research by Miftah and Uswatul (2025), is additionally corroborated by the data obtained from these interviews. These results underscore the need for revisions to current conceptions, especially regarding the integration of technology into legal outreach in rural communities. This research not only enriches the existing body of information but also presents a novel methodology for efficiently leveraging technology to improve legal awareness.

This study's results confirm that brief training sessions conducted with a participatory methodology can markedly enhance technical skills and legal knowledge within the community. This training strategy can be used to leverage basic technology and legal knowledge among community members, particularly those with limited access to information.



Figure 1. Opening Ceremony of Training and Socialization



Figure 2. Provision of training materials



Figure 3. Google Form Creation Training



Figure 4. Provision of Legal Awareness Socialization Materials

Conclusion

This community service initiative effectively improved participants' proficiency in Google Forms and deepened their comprehension of the significance of legislation in everyday life. The results demonstrate that the technology-driven training method enhanced participants' understanding of digital tools and increased their legal awareness, thereby achieving the study's primary goals. Active participation in discussion sessions enhanced participants' engagement and motivation to apply the knowledge they acquired in their social environments.

In light of the outcomes of this activity, we advocate for the regular implementation of analogous training sessions across diverse villages, with content tailored to the specific requirements of each local community. Moreover, technology should not be confined to data-gathering instruments

but can also be extended to more sophisticated applications to augment community engagement in local decision-making. The extensive adoption of technology may promote openness and accountability in legal and governance procedures, hence enhancing democracy at the local level.

Future studies should investigate the enduring impacts of this training on community engagement in legal and social matters. This study enhances existing knowledge and creates new opportunities for innovation and community empowerment via technology.

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