Teachers’ Perceptions: the Use of Google Form as a Media to Assess Primary School Students

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ABSTRACT

Google Forms is one of the educational applications that teachers in teaching activities can use to assess students. Teachers usually create questions and quizzes and process students’ scores through Google Forms. This study was a qualitative study that explains the perception of elementary school teachers in using Google Forms as a medium to assess their students. The data were collected through a perception questionnaire which provided five statements and three questions about the use of Google Forms in assessment. There were 45 primary teachers as the respondents, which consisted of 37 female teachers and 8 male teachers. The data were analyzed qualitatively by presenting and explaining the data. The survey showed that most of them often use Google Forms media to assess students. The respondents agreed that Google Forms is easy to use, effective, efficient and paperless media to evaluate the students. Moreover, sometimes they also use Google Forms to conduct other activities, such as completing the administrative data of students, conducting students' attendance, and obtaining the parents’ opinions. They will also continue to use Google Forms as a medium to assess their students and assist in organizing teaching and learning activities if the online learning system returns to normal (face to face). Based on the data results, Google Form can be stated as one of the applications that help teachers implement online learning to carry out online assessments for primary school students.

Keywords: perceptions, Google Forms, online assessment, primary school students

INTRODUCTION

In our present life, there are many things that can be done easily with the help of technology. We can also use the rapid development of technology to help in the world of education. Tondelur et. al in Lestari (2018) stated that digital technology is now starting to be used in educational institutions as a media to support teaching and learning activity. Technology can be used as an information tool (i.e. as a media in accessing information) or as a tool learning (i.e. as a media in supporting learning activities and assignments). The utilization of technology can
facilitate the teaching process by educators. In addition, students can also use it to explore more knowledge. If teachers and educators are able to use this technology well, the quality of education will also improve. The Covid-19 pandemic that has occurred has changed everything in the activities of human life. The term of new normal also appears. Referring to a new era that requires us to be able to adapt or adjust all life activities in the midst of this pandemic, the term online learning in education is increasingly familiar and it is starting to be applied in schools (Mulatsih, 2020). Online learning is a learning process that is usually carried out remotely by reaching many learning resources and it is realized through a browser or application (Hergüner et al., 2020). The implementation of the online learning system makes school residents required to be able to use and utilize existing technology.

Assessment is a part of teaching and learning activity. In this online learning, teachers would get obstacle in assessing their students at the first. This situation made them to think of the right strategy in conducting the online assessment. Teachers will be challenged to carry out online assessments for students especially for primary school students. Primary school students are young learners who have different characteristics with adult learners. In line with the progress of online learning, teachers began to adapt in including technology in the learning process and utilizing existing media (Elzainy et al., 2020). Teachers start to use mobile phones and laptops to help the implementation of assessing in the online learning. Of the many educational applications that exist, definitely the teacher will choose the easiest and free one. The digital device operating system provides an opportunity for teachers to take advantage of Google’s features that can be used for free. In its development, Google provides services that can be used for education such as sharing, or transferring knowledge, skills and even grades, conducting evaluations, surveys, and even being able to discuss material in writing without having to meet face to face dealing with students (Herlina et al., 2019). One of the features that are now commonly used by teachers in conducting online assessments is the Google Form. Google Forms is an application provided by Google for free to meet user needs in the form of templates and has various functions and uses. The various forms provided can be used for learning purposes such as surveys, exam forms, activity sheets, all of which can be done online (Iqbal et al., 2018). Google Forms is suitable for students, teachers, lecturers, and professionals which can be used for create quizzes, forms and online survey (Rohmah et al., 2018). Usually, the use of digital applications as learning media is used by teachers who teach at the upper secondary level. The frequency of using digital applications for teachers who teach in primary schools tends to be less. Thus this study discussed the perceptions of Google Forms as assessment media by primary school teachers.
LITERATURE REVIEW

Online Assessment

The implementation of education during the spreading of the corona virus in Indonesia has an impact on the conventional learning process which is carried out conventionally in the class becomes an online learning where students study at home. It requires the teachers to use alternative assessment model which is can be done in online learning process. Assessment and evaluation of learning in conditions of social and physical distancing can still be implemented. With the rapid development and progress of current technology, the application of online assessment is possible made and facilitated, especially by the existence of an internet network. Teachers can take advantage of media applications that are connected to the internet network to conduct online assessment and evaluation (Ahmad, 2020).

Technology takes an important role in updating conventional learning into technology-based learning. Technological developments can change a person in learning. Teachers can use technology to do better online evaluation. Assessment is a process or effort to obtain lots of information about student progress during learning activities as a decision-making material by the teacher to improve student learning outcomes and improve future learning process. Assessment activities are an integral part of teaching and learning activities (Widiastuti et al., 2021). Conducting online assessment is not simple. There is a risk of instructors using online assessments without adequate pedagogical justification, support the use of technology and appear innovative. However, when institutions provide resources and pedagogical development opportunities for instructors who want to teach online, instructors can avoid ineffective teaching choices and using technology just to appear modern (King & Boyatt, 2015; Sweeney et al., 2017). Online assessment is challenged by personal factors such as academic dishonesty, lack of skills for online assessment, lack of reliability online scoring system, lack of proper preparation and inadequate attention to formative online assessment (Ndibalema, 2021).

Meanwhile, there are positive effects for students towards the use of online assessments. The effect is seen in increasing the flexibility of judgment, building awareness of prepare online assessment, increasing knowledge about the assessment, building student self-study, assessment administration complications, lower interactions between teachers and students (Fitriyah & Jannah, 2021). Online assessment enables improvement of the assessment process, supports flexibility, saves time in the long run and allows rapid feedback to learners, creates consistent and standardized assessments, progress can be monitored, assessment activities can be documented, financially attractive and learners can be graded equally (Barbosa & Garcia, 2005). Online assessment is important step in the online learning process. It provides convenient feedback for all participants in the process and helps to improve the learning and teaching experience. Based on the Covid-19 situation,
teachers must produce assessment test items to measure student achievement in online form and offer innovations for teachers who design and students who take tests. From an educational perspective, conducting online assessments can improve students’ independent learning styles (Yulianto & Mujtahid, 2021).

**Primary Students**

In Indonesia, primary school is the most basic level of formal education. It is part of the basic education program launched by the government which takes 6 years starting from grade 1 to grade 6 with students’ ages ranging from 7 to 12 years (Dwiwarna & Rahadian, 2018). With a range of students at this age, primary students can be categorized as young learners. Young learners have different characteristics with adult learners. They still really need the role of parents in carrying out learning. Parents can be seen as the first teachers and as active participants in their children’s formal activities education, which promotes children’s social, emotional and academic development. Parental involvement is very influential in order to improve their children’s school achievement in collaboration with teachers and other parties school staff (Kalayci & Ergul, 2020). In conducting online assessment, the teacher teachers must make sense to make them participate. During online learning, students will be guided by their respective parents. Not all parents are able to use technology. With this consideration, when conducting online assessments, teachers should use strategies and media that are easy for parents to understand as well.

**Google Form**

Community familiarity with various technology products such as computers, tablets, and smartphone, as well as the availability of internet connection which is getting cheaper is also an opportunity for use of information and communication technology in the administration of the education system. One of accessible software, free to use, simple in operation, and quite good to be developed as an assessment tool in the learning process is Google Forms. It is one of the Google Docs service components. This application is very suitable for students, teachers, lecturers, and office staff for creating online quizzes, forms and surveys. This application is web-based, thus people can give feedback or answers to quizzes or questionnaires using computer internet applications laptop or cell phone. Therefore, with using this application then a teacher or employees don’t need paper anymore to print a quiz or questionnaire. The use of time will be more economical in sharing, collecting back and analyzing the results of quizzes and questionnaires (Batubara, 2016).

Google Form is useful tools to help planning the events, sending surveys, giving quizzes, or gathering easy information in an efficient way (Mulatsih, 2020 in Karollina et al., 2021). Furthermore, Batubara (2016) explained several functions of
Google Form in the world of education such as: 1) providing practical assignments/online exams through web pages, 2) collecting other people's opinions through web pages, 3) collecting various student/teacher data through web pages, 4) creating school registration forms online, 5) dissemination of questionnaires to the public online. Nguyen et al. (2018) stated that Google Forms is beneficial for enhancing the classroom environment such as surveys for students outside of the classroom to learn about themselves as individuals, engage them in class by collecting responses in the moment, and collecting reflections on themselves after the lesson. Moreover, it can be used to measure pre-existing students' knowledge, identify misconceptions, and involve students in discussions. Google Forms is one of the recommended software for creating an online assessment tool. The appearance and the way to use it is enough simple so easy to understand.

METHOD

This study implemented qualitative research method with descriptive types where descriptive research has purpose to describe a phenomenon, characteristics and more concern about what something happens (Nassaji, 2015). This study focused on the perception of the primary teachers on the use of Google Forms as assessment media. The research subjects were primary school teachers. Sampling from the research subject was carried out by the technique of simple random sampling where population has an equal probability of being included in the sample (Taherdoost, 2018). Data collection was collected to primary teachers through questionnaire which provided five statements and three questions about Google Forms. The steps of this study were as follows: First, statements and questions were constructed according to the topic, which Google Forms is as an assessment media for assessing the primary school students. Second, the statements and questions that have been formulated were entered into a questionnaire to collect the data. Third, questionnaire distributed via online through Google Forms also to primary school teachers to collect their perceptions about the usefulness of the Google Form in the assessment. Fourth, the data that has been obtained through the questionnaire were analyzed qualitatively.

The data analysis used in this research was adapting from Miles & Huberman (2014) where there were three stages in analyzing the data such as: (1) data reduction, (2) data presentation and (3) draw the conclusion. The first stage was data reduction stage, the researcher reduced the data to fill the needs and obtain the information. The data obtained from the results of distributing the questionnaires by Google Forms to the primary teachers were re-sorted to obtain the required results. The second stage was data presentation, at this stage the researcher presented data that had been reduced or simplified in the previous stage. The form of data presentation from primary teachers that had been obtained was presented in the form of charts. The last stage was drawing the conclusion, the researchers
drew conclusions from the data obtained by the 45 primary teachers which have been neatly arranged and placed in the closing section.

RESULT AND DISCUSSION

Result

The data collected from distributing questionnaire through Google Forms to primary school teachers which had been responded by 45 respondents which consist of 37 female teachers and 8 male teachers in different primary school. In the questionnaire, the researcher gave five statements and also three questions related to Google Forms as a learning medium to conduct assessments during online learning. The data obtained would be described as follows:

![Bar chart showing the frequency of Google Forms use]

**Fig 1.** How often the use of Google Forms as a medium to assess students during online learning

Online learning does not always lead to negative things. Precisely with limitations like nowadays teachers can realize the importance of using technology in everyday life. Currently, not only in the educational environment, all people in all fields are competing to take advantage of technological developments to overcome all existing limitations. The survey results showed that in statement number 1, 1 person (2.2%) chose never, 8 people (17.8%) chose seldom and 9 people (20%) chose neutral and 27 (60%) people chose often. The frequency of teachers are often in using Google Forms when assessing students is more which proves that Google Forms are commonly used in assessing primary students. This indicates that teachers are getting used to using technology in the process of teaching and learning activities.
Google Forms is a medium that is easy for teachers to understand and learn when they want to use it.

Information technology development is getting faster, it is unavoidable by the world of education. The demand of the development of this information technology is efforts in improving the quality of education in general and system upgrades study today. The integration of various information and communication technologies in the learning process is a form of learning adaptation. These adjustments include the development of electronic or computer-assisted learning media, the use of social media sites for learning activities and the development of online learning strategies. The survey results showed that in statement number 2, 2 people (4.4%) strongly disagree, 2 people (4.4%) chose neutral and 24 people (53.3%) chose agree and 17 (37.8%) people strongly agree. According to the result, it is described that Google Forms is one of the media that is easy for teachers. When they want to use it, it is easy to understand and learn by them. Thus, Google Forms is one of educational medium that can be used by teachers in adjusting the use of technology in the teaching and learning process.

Google Forms is an easy-to-use (creation and use) medium for assessing students during online learning.
Google Forms is easy to operate, and can organize student assignments easily. Every data entered into the Google Forms is immediately recapitulated in excel format, diagrams, and other forms of data recap. This allows the teacher to identify students who have not done assignments and/or contributed to the given material topic. In addition, the Google Forms is easily accessible via telecommunication devices as long as it is connected to the internet/online (Herlina et al., 2019). The survey results showed that in statement number 3, 1 person (2.2%) chose strongly disagree, 2 people (4.4%) chose neutral and 26 people (57.8%) chose agree and 16 (35.6%) people strongly agree. It means that the teachers are easy to use and create Google Forms and used it as a media for assessing the students during the online learning.

![Fig 4. Google Forms is a medium that can save time and effort when assessing students during online learning](image)

One of the advantage of Google Forms is it saves time and effort. Google Forms can be shared using email or links to other people. Data is stored securely. Every form created and every answer from respondents will be saved in the Google Drive. Google Forms is very easy to use, including creation and use. Teachers can enjoy Google Form services for free. The advantage of Google Forms that can be used is it can be shared on various platforms It has spread sheets feature (Herlina et al., 2019; Rohmah et al., 2018). You can view the survey responses that have been collected on the form neatly and automatically. You can also view response time info as well as graphs with this Sheets feature. But the drawback is that it cannot be used in online discussion forums. The survey results showed that in statement number 4, 1 person (2.2%) chose strongly disagree, 3 people (6.7%) chose neutral and 20 people (44.4%) chose agree and 21 (46.7%) people strongly agree. Based on the survey 41 teachers agree that Google Forms can save time and effort when assessing students during online learning.
Fig 5. Google Form is a media that can save paper when making assessments during online learning

Excessive use of paper can have a negative impact on the environment because the higher the demand for paper, the more trees will be cut down to be used as raw materials for making paper. People need effort to reduce paper usage. The education sector also often uses paper in its activities. Along with the passage of technology, educational actors should be able to participate in reducing paper. How to use Google Forms is very easy and practical. In order to support the needs of exams, research, and learning, making questions on this service can reduce paper usage and save costs (Sari et al., 2020). The survey results showed that in statement number 5, 1 people (2.2%) chose strongly disagree, 1 people (2.2%) chose neutral and 21 people (44.7%) chose agree and 22 (48.9%) people strongly agree. Most teachers agree that Google Form is a media that can save paper when making assessments during online learning.

The researcher also did a survey by providing three questions regarding the use of Google Forms as a medium for assessing primary school students. The data collection of the 45 primary teachers as the respondent are concluded as follows:

**Table 1.**

<table>
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<th>No</th>
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| 1. | Are there other benefits of Google Forms that you get during online learning other than as a student assessment medium? | - Can be used to complete students’ administrative data.  
- Conducting attendance activities for students.  
- Conducting surveys to collect students and parents opinions.  
- Teaching students to use IT as a learning medium.  
- Can save phone memory space. |
If teaching and learning activities return to normal, will you continue to use Google Forms as a medium to support teaching and learning activities at school?

- Yes, it will be continued to be used, because this platform is easy to use. It is very useful for teachers and students to express their opinions and feelings during the teaching and learning process.
- Yes, because this media can help teachers to assess students and make it easier to give assignments such as surveys or in tests or quizzes.
- Yes, because it is effective, efficient and paperless
- Yes, Google Forms can be used as a medium of communication, especially in communicating with people.

Apart from Google Forms, are there any media or applications that you use when assessing students during online learning?

-Whatsapps
-Zoom
-Google Meet
-Google Classroom
-Youtube
-Quizizz

Discussion

The Covid-19 pandemic has changed the entire life, including the learning activities. Teachers need to prepare the online learning tools and students need to adapt to study independently. Parents should support children’s online learning activities by providing the tools students’ need. Distance learning is difficult for teachers to conduct assessments because teachers do not directly see students’ activities at home. Thus, online assessment is needed to assess the students’. Changing face-to-face learning to online, or creating a new online course, can be inspiring the teachers to reflect on and improve their course design and teaching practice. The investigation about how to develop online courses can expose the teachers to the new teaching and assessment methods and interesting to them (Bennett et al., 2017). In educational practice, rapid development and current technological advances allow teachers to be more creative in teaching because of availability communication technology. Moreover, online assessment becomes easier to do, especially with existence of the internet network. Teachers can take
advantage of connected application media to the internet network to assess and evaluate learning online results (Widiastuti et al., 2021).

According the opinions of the 45 respondents, Google Forms can give several benefits for primary teachers during the online learning activity. All activities that are usually carried out face-to-face must be replaced by using various existing features or technologies. Not only for conducting assessments, respondents also used Google Forms for other things to support online learning activities. There were five benefits that felt by the primary teachers in using Google Forms: (1) It can be used to complete students’ administrative data. Most of respondents use Google Forms to obtain the administrative data of the students. In structuring and administering schools, it is necessary to complete data and documents in the form of school administration. The existence of school administration will facilitate the search and processing of data related or needed in the world of education. The data of the students is also important in administering school. Thus, during this online learning, the primary teachers use Google Forms in collecting their students’ data. (2) Conducting student attendance activities. In general, teachers will call students one by one, but in online learning, teachers can use Google Form services to check student attendance. (3) Conducting surveys to collect students and parents opinions. Opinions from students and parents are important in conducting the teaching and learning activity. The exchange of information and good discussions between teachers/schools and parents also have an impact on the closer teacher-parents closeness which will also make it easier for teachers to manage their students. (4) Teaching students to use IT as a learning medium. Indirectly, inviting students to participate in Google Forms can teach them about IT during the learning process. So, they not only know that technology is only for entertainment but can also be used for learning. (5) It can save phone memory space. When students send their learning results to the teacher, and the teacher saves the data on the mobile phone, it can fill the existing storage memory. The use of Google Forms can reduce it because the collected data will be stored on each teacher’s Google Drive which has a larger memory capacity than mobile phones. Google Forms has many benefits that teachers can feel during this online learning.

The researcher collected opinions from 45 primary teachers whether they will continue to use Google Forms or not when online learning returns to normal (face to face). The respondents stated that they will continue to use Google Forms in helping the teaching and learning process. It is because this platform is easy to use. It is very useful for teachers and students to express their opinions and feelings during the teaching and learning process. This media can help teachers to assess students and make it easier to give assignments such as surveys or in tests or quizzes. Not only effective and efficient, Google Forms is also paperless which can reduce paper usage. In addition, it is very suitable for communication. In addition to Google Forms, 45 respondents also used other digital media to support teaching and
assessing their students. The digital media that are widely used by them such as: WhatsApp, Zoom, Google Meet, Google Classroom, YouTube and Quizizz. Based on the data described above, many primary school teachers have used Google Forms in teaching and assessing their students. Google Forms is one of the media they have used to assess students in online learning. In addition, Google Forms is also used for other activities to support the teaching process.

The teacher needs to be able to operate the technological devices first before modifying the traditional teaching methods and conducting the online learning and assessment. There are many tools that can support accessed online or offline, and without any cost. Google Form is a simple and compatible tool that can be used for conducting assessment. According to Raju & Harinarayana (2018) Google Forms is a cloud-based data management tool used to design and develop web-based questionnaire. This tool is available free on the web for anyone to use and create a web-based questionnaire. It can be accessed anywhere at any time by having advantages like unlimited surveys and 100% free. Furthermore, Sari et al. (2020) explained the five benefits of Google Form such as: (1) time efficiency, (2) suitability to student characteristics, (3) low assessment tools cost, (4) detailed scoring report and (5) Google Form’s useful features offered. Suryanovika (2020) in her research found that Google Forms is useful for teachers or students. For teachers, Google Forms provides automatic calculations that allow feedback for students to learn their mistakes. In other words, the teacher does not need to do manual calculations when they have set scoring system. Teachers can download responses in .csv format, view responses in spreadsheet and download, print all responses, and delete them all. By using Google form, students can also learn about their mistakes after receiving the announcement their score in their email.

The use of the Google Form application to carry out daily assessments in the future can continue to be used by teachers, because it is easy to use and makes it easier for teachers to create online questions, save online questions, and get student score data (Karollina et al., 2021). Google Forms is a proven tool for collecting data, its services go beyond judgment. Besides that, Google Form can be also a communication tool that can serve as a bridge between teachers and students (Rodriguez, 2018). It is recommended for teachers to be use and master the online quiz feature, especially the use of Google Forms which can help the learning process run more efficiently in carrying out the online learning process to the students. In conclusion, based on the data obtained, technology plays an important role in carrying out online assessments. Some of the assessment strategies can be applied in online learning which includes online-based learning evaluation. Teachers must have the ability to adapt their conventional teaching practices to online learning. One of the easiest media to use for primary teachers and students in conducting online assessments is Google Form.
CONCLUSION
Currently, almost all teachers already have a smartphone. Everyone who has an Android-based smartphone certainly doesn’t not familiar with Google account and already familiar with Google search engine. Google provides free applications that can help us in various fields’ life. In the world of education, Google provides Google for Education services. There are so many Google services that can be used to support activities education in the world. Google Forms is one of Google application which is free whose main function is to create forms for information collection and online quizzes. This Google Form is one of the easy-to-use tools even for beginners even a beginner because they don’t use coding to make it. As the online learning system runs, it makes teachers adapt to using existing educational media. Google Forms is one such medium that exist. Google Forms is commonly used to conduct assessment activities for students. Through Google Forms, teachers can easily create questions and check student results. Google Forms is an effective and efficient medium to use. This media is also paperless and less cost so it can save money. Not only used by the teachers at the upper secondary level, Google Forms is also commonly used in assessing primary school students. Many primary school teachers have implemented Google Forms as a medium for conducting student assessments. Most of the perceptions of 45 primary students about the use Google Forms as a media for assessing the primary students, this media is the simple one to use. It is easy to understand, effective and efficient. Nearly 45 respondents have used Google Forms as a medium to make an assessment.

REFERENCES


