

**DEVELOPMENT GUIDE ACADEMIC SERVICE (RISING REVENUE)
COLLEGE OF INNOVATION AND MANAGEMENT SUAN SUNANDHA
RAJABHAT UNIVERSITY**

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ABSTRACT

This research Aims to 1. Guidelines for the development of the manual reimbursement process - paid Outreach Program. (Project Revenue) College of Innovation and Management. This research using quantitative research, the population in this study include management and technical support personnel, College of Innovation and Management research results from the development of the manual process, withdrawn - paid Outreach Program. (Rising Revenue) of the project and withdraw the project. To pay the costs of the Outreach Program. (Rising Revenue) effectively. Based document editing decline. The issues can be resolved guide is disbursed, comprising the steps of withdrawal - to pay. The accompanying document to the project which can help to ease the disbursement. More rapid and evaluation of user satisfaction from the trial. The results satisfaction levels.

Keyword: Development, Rising Revenue

INTRODUCTION

The work of disbursing the Supreme Court for expenses in organizing academic service projects. Types of national budget funds Use Ministry of Finance regulations Regarding expenses for organizing training for organizing events and International Conference 2006 (amended to the 3rd edition of 2012) It is a regulation used in checking the Accurate according to the government expense disbursement rate. and guidelines for requesting an annual budget However, since the regulations have been amended to the 3rd edition and some expenses have been adjusted accordingly. Measures to alleviate the impact of the minimum wage adjustment in 2013 As a result, academic service project organizers and academic service project disburseurs have misunderstandings in requesting budgets. Expenses for organizing academic service projects Budget calculations do not correspond to actual disbursements. As a result, organizers of academic service projects have to pay the excess money themselves in areas that cannot be disbursed. In organizing some academic service projects, organizers need to reserve money to organize project events. Academic services but the reserve cannot be made because the disbursement of the national budget must be paid directly to the seller in the GFMIS system (Government Fiscal Management System). electronic form) Another thing Disburser of academic service project funds Don't understand the classification of training expenses. Projects in the categories of remuneration, expenses, and material costs. Problems encountered in separating expenditure categories. Example of student compensation and lump sum

wages Including evidence of disbursement of money still not completely collected. Unruean Khaiyaan and Sonthaya Thongngam (2012, Abstract page) The importance of the process of disbursing money and the process of providing services is to provide services consistently and equally.

Implementation of each project requires budget planning, which when the operator Project completed Project disbursement is therefore an important part of project implementers, academic service projects. It is one of the missions of the educational agency. To provide knowledge to the community and society The project operator must therefore allocate a budget. Academic service project (Income generating project) (Income generating project) It is one of the missions of the college. To be consistent with the university strategy that provides educational institutions as centers that bring academic knowledge to the community and society which academic service project (Income generating project) is therefore a part that when the project is completed. There will be a detailed budget disbursement and disbursement. Each budget will have details of disbursements and disbursements, which makes the project operator Must be careful and detailed? Research and academic services College of Innovation and Management, Suan Sunandha Rajabhat University therefore recognizes the importance of disbursement - disbursement that requires accuracy Effective disbursement and disbursement The researcher therefore wishes to study the preparation of the disbursement-disbursement process in order to obtain the disbursement-disbursement process. To serve as a guideline for those performing their duties

The importance of staff service is that staff are able to solve problems and explain and answer questions directly. The point is that officials can solve problems, and can explain and answer questions for Problems and suggestions. In conclusion, the development of the financial system Analysis of development guidelines Financial work system to know the needs of personnel and financial workers who will use it to develop the system. To be effective Proceeding to be accurate, transparent, cost-effective, economical, and expeditious. Timely decision The above research suggests that there should be a work manual regarding financial rules and regulations. (Patcharin ChanChaeng, 2016) Process Change It is a change that gives importance to Work flow changes (Sitthiwarongchai.C, 2017)

OBJECTIVES

1. To find ways to develop a manual for disbursement and disbursement of academic service projects. (procurement project income)
2. To study the efficiency of the disbursement-disbursement process for academic service projects.

METHODOLOGY

Population and samples

Researchers view it as quantitative research. (Quantitative Research) A lot of this research is scientists and educational support in the College of Innovation and Management. Suan Sunandha Rajabhat University, 30 young people in day research October 2023 - June 2024

Instrumentation

The sample group used in this research was 1 executive and 10 academic support personnel from the College of Innovation and Management, obtained by simple random sampling (Simple Random Sampling), totaling 11 people.

Tool Monitoring

It is quantitative research. (Quantitative Research) collects data from a sample of The population is measured only once. Using a tool, namely a questionnaire (Questionnaire) as a tool for collecting data, the researcher prepares the questions to be studied. To be useful in collecting information from various documents to accompany the analysis

Tools used in this research The researcher used a questionnaire to collect data from tourist in creating the questionnaire created by the researcher Based on information from textbooks, research documents related which the researcher created entirely by himself The questionnaire was divided into 3 parts.

Data Collection

Primary data does not require any other organization or research. Many other places are used by many research authorities, where primary data research methods for research are used (questionnaires). It is a tool for collecting data. which the researcher has issued A total of 11 questionnaires were collected by the researcher at the college. Innovation and management It took a total of 60 days to collect data.

Secondary data It is a study of information from documents and articles related to research. local newspaper or publications related to project disbursements Academic articles and other related websites and information documents regarding disbursement and disbursement of the project

Analysis of data and statistics used

1. Report of the meeting of the operating team, summarizing the process of finding a common agreement on meet

2. Model for finding efficiency in the disbursement-disbursement process manual for academic service projects (projects Providing income) College of Innovation and Management Suan Sunandha Rajabhat University The researcher will Data were analyzed using descriptive statistics (Descriptive Analysis) and all questionnaires were used. Carry out data analysis and processing with a computer. Using the SPSS (Statistical Package for Social Science) program.

RESULT

1. The results of the sample analysis were 2 males, accounting for 18.18 percent, and 9 females, accounting for 81.82 percent.

2. The results of the analysis of the sample group consisted of 1 executive, accounting for 9.09 percent, and personnel. Academic support line: 10 people, accounting for 90.91 percent

3. Results of finding the efficiency of developing a manual for the disbursement-disbursement process for academic service projects. (Income generating project) College of Innovation and Management, overall, is at the highest level ($=4.36$, S.D. $=0.51$) When considering each aspect with the highest level is the format of the manual ($=4.39$, S.D. $=0.57$), followed by the content of the manual ($=4.36$, S.D. $=0.53$), and next is the aspect of usability. Utilize ($=4.28$, S.D. $=0.51$)

4. Overview of the contents of the disbursement and disbursement process manual for academic service projects (projects Providing income) is at the highest level ($=4.36$, S.D. $=0.53$). When considering each item, the issue with the highest level is that the manual has clear steps. Introducing easy to

understand steps (= 4.55, S.D. = 0.52) The next issue is that the manual is clear about the process (= 4.36, S.D. = 0.67) and the manual is easy to read and understand. Not complicated (= 4.18, S.D. = 0.40)

5. Overview of the format of the disbursement-disbursement process manual for academic service projects (projects Providing income) is at the highest level = 4.39, S.D. = 0.57) (□ = 4.45, S.D. = 0.52) Secondary issues include content arrangement, easy to understand (= 4.36, S.D. = 0.46) and book format suitable for use 6. Overview of the utilization of the academic service project disbursement and disbursement process manual.

6. Overview of the utilization of the academic service project disbursement and disbursement process manual. (Income generating project) is at the highest level (= 4.34, S.D. = 0.44) when considering each item. The issue with the highest level of value is a manual to help with disbursement and disbursement more convenient (= 4.63, S.D. = 0.50). The next issue is that the manual can create an understanding of the process (= 4.36, S.D. = 0.50). The manual can be used to make decisions in responsible work (= 4.27, S.D. = 0.47) and the manual can reduce errors in work. Opinions were at a high level (= 4.09, S.D. = 0.30)

CONCLUSION AND FUTURE WORK

1. From the development of a manual for disbursement and disbursement processes for academic service projects. (Income generating project) Project operator and project disburser Able to disburse expenses for organizing academic service projects. (Income generating project) effectively Considering the reduction in document revisions, the issue that can solve the problem is the disbursement manual, which consists of disbursement-disbursement procedures, documents, examples for project organization. This can help make disbursement more convenient and faster, and the results of the satisfaction evaluation of the manual from the trial group. It can be concluded that satisfaction is at the "highest" level (= 4.36, S.D. = 0.51) which is in line with the idea of Nudée Rungsawang (2000, page 24, referenced in Patcharin Chanchaeng, page 22) Guidelines for creating a work manual, which are in the form of documents or books So that those who use it will be able to follow it successfully according to the objectives. that are targeted in that document or book by yourself

2. Appropriate guidelines for developing the disbursement-disbursement process for organizing academic service projects (income generating projects). There should be a manual for relevant users to follow in order to facilitate disbursement-disbursement operations. Expenses for organizing projects are carried out correctly according to regulations, reducing problems and delays in document corrections. This is consistent with the results of Wilaiporn's study. Tharapitakkul (2011 page 28) who have studied and researched the study and development of financial systems in the Faculty of Fine Arts and architecture Rajamangala University of Technology Lanna, Chiang Mai found that a manual should be prepared. Also perform work related to financial laws, rules, and regulations.

Suggestions

1. Suggestions for implementation using the research results

-Development of disbursement-disbursement process manual Should be developed according to the PDCA process.

-There should be personnel development in order to have readiness and expertise in developing manuals, there is continuous supervision, monitoring, and evaluation.

2. Suggestions for doing next research

- Study the steps of the process related to disbursement and disbursement regulations
- Study the disbursement-disbursement process in order to lead to the use of information technology.

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