

Application of Microsoft Excel in birth certificate management at Tan Hoa Commune People's Committee - Phu Binh District - Thai Nguyen Province

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Abstract: This topic aims to analyze the management status of birth certificate issuance at the People's Committee of Tan Hoa Commune, Phu Binh District, Thai Nguyen Province. Thereby, proposing solutions to apply Microsoft Excel to improve the efficiency of management work. The research method is based on collecting data from reality and analyzing it by combining theory with experimentation. The expected results will contribute to improving work processes and enhancing transparency and accuracy in the management of birth certificate issuance.

Keywords: Microsoft Excel, birth certificate issuance management, Commune People's Committee, performance improvement