

# **Solutions to improve the efficiency of office equipment management at Hyvision Vina Co., Ltd., Bac Ninh**

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**Abstract:** This topic focuses on improving the efficiency of office equipment management at Hyvision Vina Co., Ltd., Bac Ninh through technical and organizational solutions. The research context arises from the practical need to optimize the processes of using and maintaining office equipment to enhance employee work performance. The objective of the topic is to develop an automated office equipment management system to reduce operational costs and improve the ability to meet work demands. The research methodology combines experimental and theoretical approaches to develop and test new solutions. The topic is expected to make an important contribution to improving office equipment management, while also providing a foundation for further research on workflow automation in enterprises.

**Keywords:** Managing office equipment, improving work efficiency, automated system