

Application of information technology in archival document management at the People's Committee of Luc Ngan District, Bac Giang Province

Hoang Thi Phuong

Abstract: In practice, managing archival documents in administrative agencies faces many difficulties due to the large and complex volume of documents. This topic aims to address this issue by applying information technology to develop an effective document management system. Through theoretical research combined with experimentation, the objective of the topic is to build a solution to support automatic archival document management at the People's Committee of Luc Ngan District. The expected results from this topic will bring significant improvements in organizing and retrieving information, while enhancing work productivity for administrative staff.

Keywords: Information technology, archive document management, Luc Ngan District People's Committee, Bac Giang