

Application of Information Technology in the preparation and management of work records at Tan My Commune People's Committee, Van Lang District, Lang Son Province

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Abstract: This topic aims to assess the current status of work record creation and management at the People's Committee of Tan My Commune, Van Lang District, Lang Son Province. Thereby, proposing solutions to apply Information Technology (IT) to improve management efficiency and serve the people. The research method combines theoretical and experimental research to determine the feasibility of implementing an IT system. The expected results will bring convenience, accuracy, and time savings for commune officials in managing work records.

Keywords: IT application, Work record management, Tan My Commune People's Committee