

Application of information technology in the organization of exploitation and use of archival documents at the Office of Records and Archives of Thai Nguyen Province

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Abstract: In the context of high demands for the efficiency of using archival documents, this topic aims to research and deploy information technology (IT) solutions to improve the process of organizing, exploiting, and using documents at the Office of Records and Archives of Thai Nguyen Province. The objective of the research is to build a digital document management system, while optimizing the storage and information access processes. The approach includes analyzing the current situation, proposing technological solutions, and conducting experimental deployment at the agency. The expected results will bring significant improvements in productivity and quality of document management services, contributing to the development of records and archives management at the local level.

Keywords: information technology, digital document management, Thai Nguyen Provincial Archives and Records Office