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**SISTEM INFORMASI MANAJEMEN ARSIP BERBASIS WEB DI DINAS
PERPUSTAKAAN DAN KEARSIPAN (DISPERPUSKA) KABUPATEN
BATANG**, di bawah bimbingan Bapak Wachid Darmawan, M.Kom. dan Bapak
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ABSTRAK

Proses pengelolaan arsip di Bidang Kearsipan Dinas Perpustakaan dan Kearsipan (DISPERPUSKA) Kabupaten Batang saat ini masih dilakukan secara konvensional melalui pencatatan manual di buku dan spreadsheet, sehingga memicu risiko kesalahan input, kehilangan data, dan lamanya waktu pencarian. Penelitian ini bertujuan untuk merancang dan membangun Sistem Informasi Manajemen Pengelolaan Arsip Berbasis Web guna mendigitalisasi pencatatan, mempermudah pemantauan jumlah arsip statis maupun dinamis, serta mengoptimalkan pengawasan arsip bernilai sejarah. Metode pengumpulan data dilakukan melalui observasi alih media dan wawancara dengan arsiparis. Pengembangan sistem menerapkan metode Waterfall dengan pemodelan UML, menggunakan bahasa pemrograman PHP (framework CodeIgniter 4), dan basis data MySQL. Pengujian sistem dilakukan secara menyeluruh menggunakan metode White Box, Black Box, dan User Acceptance Test (UAT). Hasil penelitian berhasil mengimplementasikan sistem informasi manajemen kearsipan yang valid, di mana seluruh fitur utama seperti manajemen user, pencarian arsip, upload file asli, dan pembuatan laporan otomatis berjalan dengan baik. Evaluasi UAT juga menunjukkan antarmuka sistem sangat user-friendly dan sesuai kebutuhan. Kesimpulannya, sistem ini terbukti mampu mentransformasi pencatatan manual menjadi digital, mempercepat pencarian, serta meminimalkan risiko kerusakan dokumen fisik di DISPERPUSKA Kabupaten Batang. Melalui serangkaian pengembangan lanjutan yang komprehensif ini, diharapkan efisiensi, keamanan data, dan akuntabilitas tata kelola tata usaha digital di tingkat pemerintahan daerah dapat terwujud secara maksimal.

Kata Kunci: Sistem Informasi Manajemen, Pengelolaan Arsip, CodeIgniter 4, DISPERPUSKA Batang.

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WEB-BASED ARCHIVE MANAGEMENT INFORMATION SYSTEM AT THE LIBRARY AND ARCHIVES SERVICE (DISPERPUSKA) OF BATANG REGENCY, under the supervision of Mr. Wachid Darmawan, M.Kom. and Mr. Wahyu Setianto, M.Kom.

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ABSTRACT

The archive management process at the Archives Division of the Library and Archives Service (DISPERPUSKA) of Batang Regency is currently still carried out conventionally through manual recording in books and spreadsheets, which triggers risks of input errors, data loss, and lengthy search times. This study aims to design and build a Web-Based Archive Management Information System to digitalize recording, facilitate monitoring of both static and dynamic archive volumes, and optimize the supervision of historical archives. Methods of data collection were conducted through media conversion observation and interviews with archivists. System development applied the Waterfall method with UML modeling, utilizing PHP programming language (CodeIgniter 4 framework), and a MySQL database. System testing was carried out comprehensively using White Box, Black Box, and User Acceptance Test (UAT) methods. The results successfully implemented a valid archive management information system, where all main features such as user management, archive search, original file upload, and automatic report generation functioned properly. The UAT evaluation also showed that the interface is highly user-friendly and meets user needs. In conclusion, this system is proven to transform manual recording into digital, accelerate searches, and minimize the risk of physical document damage at DISPERPUSKA Batang Regency. Through this series of comprehensive follow-up developments, it is hoped that efficiency, data security, and accountability in digital governance at the regional government level can be realized optimally.

Keywords: Management Information System, Archive Management, CodeIgniter 4, DISPERPUSKA Batang.

