

ABSTRACT

The digital document e-archive system is a modern solution for managing and storing documents electronically, which has been adopted by various institutions to increase the efficiency and accessibility of information. This research was carried out to develop and implement an innovative digital document e-archive system according to the special needs of MI Al-Hikmah Made using the Research and Development (R&D) method. This research takes an approach to developing an e-archive system that is adapted to the uniqueness of MI Al-Hikmah Made, such as organizational structure, types of documents, and availability of resources that did not previously exist. The contribution of this research involves the implementation of a successful digital document e-archive system, as well as an assessment of its performance and impact on archiving efficiency and information accessibility at MI Al-Hikmah Made. The result of this research is a significant increase in filing efficiency, reduction of physical storage costs, as well as ease of access and document search.