Management Strategies of University Library Archives under the Background of Big Data

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Abstract. With the advent of the information age, digital technology has been widely used in various fields of society, especially using big data technology in the management of university library archives, promoting the corresponding improvement of the management quality level. In order to meet the needs of and keep pace with the times, archives management of university library must be improved. This paper focuses on the university library archives management strategies under the background of big data to conduct in-depth research.

1. Introduction
Under the influence of the era of big data, the archives management carrier of university libraries is gradually transformed from traditional paper into digital network. The big data era is characterized by massive data processing, whose essence is to accumulate and save data on the basis of original data, and big data technology is closely related to the overall level of library archives management, Therefore, the rational use of big data technology in the archives management of university libraries can not only improve the level of library archives management, but also provide convenient services for people.

2. Problems existing in the archives management of university library under the background of big data

2.1 Lack of accurate continuous raw data
With the continuous development and progress of university library archives management, relevant staffs in university library archives management department must be proficient in information and computer system to process the information, but there are still a lot of original data that need to be recorded and input by staffs in traditional manual way. Therefore, once there are errors in the original data, it will lead to deviations in the calculation results of university library archives management, or even great errors. At the same time, the development of archives management level in university library makes the proportion of computer system in archives management work growing. Once there is an error in the initial state of the computer system, it will bring an adverse impact on the internal control of the library and make it not conform to the relevant requirements in the archives management development system of the university library. In addition, the initial data is not backed up in the input process, which will lead to the loss of data information, leading to the lack of comprehensive data information in the archives management of university libraries, directly affecting the internal control system of the library.

2.2 University library archives management evaluation system has not been improved
In the archives management department of university library, the relevant staffs do not comprehensively consider the unexpected situations that may occur in the archives management process, which leads to the lack of certain practicality in the archives management of university library, leading to the inability to improve the archives management level of university library. Most of the archival management staffs pay too much attention to the investigation and preservation of archives, and some archival management staffs wear several jobs, unable to devote themselves to...
work. At present, although most libraries use digital form for archives management, they only encrypt and save some electronic documents, and then investigate the archives according to the management requirements. At the same time, some archival management staffs do not have a comprehensive understanding of the archival management of university libraries, and the evaluation system has not reached the mature stage, resulting in the stagnation of the archival management level of university libraries, resulting in the work efficiency of university library archives management department greatly reduced.

2.3 The archives management of university library relies too much on the system software
Most colleges and universities use computer system software in library archives management. Although it provides convenience for staffs and reduces workload, it also leads to the increasing dependence of most archives management staffs on library archives management software, which cannot be separated from the software system. The investigation shows that there are still many deficiencies in these software systems, such as the inability to analyze error information, which leads to the large and small problems in university library archives management. Once there is a power failure, these softwares will not be able to use normally, which will eventually cause the university library archives management work cannot run normally.

3. Improvement measures of university library archives management under the background of big data

3.1 To establish and improve the archives management departments of university libraries
To improve the organization of university library archives management department step by step, so as to ensure the scientific and standardized university library archives management department, so as to lay a good foundation for the development of university library archives management work, and greatly improve the overall level of university library archives management work. At the same time, the organization of a reasonable level of division, only in this way can make the archives management departments to maximize their own functions, promote the archives management to achieve real hierarchical management. Under the influence of the background of big data, it is required that the archives management departments of university libraries in China should actively communicate with effective information data to realize the sharing of information resources. Therefore, the staffs of university library archives management departments must have a comprehensive understanding of their own functional scope and work content, and communicate with each other according to their job responsibilities, so as to ensure the improvement of relevant organizations and institutions of university library archives management departments, and thus greatly improve the efficiency of archives management.

3.2 Strengthen and improve the professional ability of university library archives management staffs
With the advent of the information age, the continuous development and progress of science and technology, research is carried out on the design, operation and maintenance of the computer system and other aspects. At the same time, the computer system used by the university library archives management needs to be set up according to the manual system and every data content involved is recorded by the same professional university library archives management staffs. The reasonable distribution of the responsibilities of archivists can not only ensure the independence and integrity of archival management materials in university libraries, but also improve the scientific level control of archival management in university libraries.
3.3 Strengthen the university library archives management department internal and external communication

In the whole process of scientific management of university library archives, relevant departments of university library archives management need to carry out frequent and active communication on information resources. Therefore, archives management departments need to establish a good channel of information communication, and the responsibilities of each department to carry out a clear division. In addition, active communication should be carried out between university library archives management departments, so as to ensure timely communication of university library archives management instructions and orders to relevant departments and implementation of work. At the same time, the archives management department should communicate with external enterprises and institutions, and effectively control the communication process. Once problems are found, they must be reported in time and deal with accordingly, so as to establish a set of perfect and reasonable process control. In the process of internal and external communication, university library archives management departments can not only ensure the smooth transmission of information resources, but also enable relevant archives management departments to improve the effectiveness and rationality of university library archives management from all aspects.

4. Conclusion
To sum up, the rational use of big data information technology in university library archives management can greatly improve the quality level of archives management. Meanwhile, the rational use of big data technology promotes the rapid change of library archives management mode. Therefore, an in-depth study on archives management of university libraries can not only effectively improve the level of archives management, but also provide convenient services.

References
