

An Analysis of the Innovative Way of Engineering Construction Archives Management in the Information Age

Feiyan Zhang*

Infrastructure Department of Qingdao University, Qingdao, 266071, China

**Corresponding author*

Keywords: Information age, Engineering construction, Archives management, Innovation

Abstract: Archives management plays an important role in engineering construction, and can record and store engineering construction related information in detail, and provide professional data support and analysis for engineering construction. Therefore, under the background of the information age, the engineering construction should strengthen the reform and innovation of the archives management work, accelerate its digital development and transformation process, and lay a solid foundation for the high-quality and efficient development of the engineering construction. In order to study the information age of engineering construction archives management innovation, this paper first analyzes the difficulties of engineering construction archives management work, then analyzes the necessity of information age innovation engineering construction archives management, finally put forward the information age of innovative engineering construction archives management of several ways, in order to provide reference for the relevant staff.

1. Introduction

Archives management is a very important content of engineering construction [1], in the whole process of engineering construction are permeated and reflected, can record the engineering information in detail, to provide guidance and direction for the development of the industry. The arrival of the information age has brought brand-new ideas to the development of archives management, and is an important support for the upgrading and transformation of archives management to the direction of digitalization and modernization [2]. Based on this, the engineering construction should be in combination with their own actual situation, to adapt to the development of The Times, to in-depth analysis, discuss the archives management reform and innovation path, promote its efficient, scientific and standardized development, so as to better meet the needs of engineering construction archives, to provide a more comprehensive and more powerful data support at the same time, promote the sustainable development of engineering construction [2,3].

2. The Dilemma of Engineering Construction Archives Management in the Information Age

2.1. The Way of File Management is Relatively Single

Under the background of the information age, the engineering construction archives management work has not only ushered in opportunities, but also faced with certain difficulties. Among them, the most significant is that the engineering construction archives management mode is relatively single [4]. With the development and popularization of the Internet, information technology has been gradually integrated into daily life and work, and has become a key tool for contemporary communication. However, under the traditional mode of paper file management way can not meet the needs of The Times, and the scope of its management can not and the management requirements of the information age, neither system management archives, nor reasonable evaluation and research file data, at the same time, engineering construction part staff did not pay enough attention to archives management work, and not fully applied under the information age of digital management, and lead to a single management phenomenon [5].

2.2. Lack of Talents in Archives Management Work

In the process of carrying out engineering construction archives management in the information age, we are faced with the dilemma of lack of talents in archives management. For now, as one of the Internet core technology of the cloud computing, if it can be effectively applied to the engineering construction archives management, can provide the development of archives management work very broad space and prospects [6], but due to the phenomenon of the lack of management talent, and cannot effectively play the management function of cloud computing, lead to archives management in scientific, systematic aspects still need to be improved. In addition, the engineering construction part of the staff lack of enough attention to management talent, and not in accordance with the requirements of strict transformation and optimization work, still use the traditional way of archives management, and archives management is generally a mere formality, lead to management talents cannot rely on modern information technology of archives data and archives information to carry out deep analysis and research work [7].

2.3. The Perfection of File Management is Relatively Low

Information age, the engineering construction archives information presents a rising trend, which to some extent increase the difficulty of the archives management, based on modern technology to build information archives management mechanism and system, the first requirement engineering construction with perfect management system and management process, but the engineering construction is not from the perspective of information, establish a perfect process system. In addition, although the information technology can improve the convenience and speed of engineering construction archives management, but given the confidentiality of file data requirement is extremely high, and the Internet is uncertain factors, so in the archiving, query and classification management, is still according to the traditional management process to work, thus reducing the efficiency of management [8].

3. Analysis of Archives Management of Innovative Project Construction in Information Age

Helps to improve the quality of the project construction. Project construction includes project approval, design, approval, decision-making, construction and acceptance and other contents. Among them, the budget, planning, bidding and other contents in the project approval all need to be

reflected through the archives management. If the archives management work cannot be promoted in an orderly manner, the project construction cannot be carried out smoothly due to the lack of data support. At the same time, the archives management work will record the whole process of engineering construction information and data, including construction progress, materials, quality, etc., engineering construction can through reference archives management data to effectively control the construction information, to ensure the construction information at the same time, to improve the quality of engineering construction. Therefore, the engineering construction should be based on the information age, increase the innovation of archives management, while effectively improve the quality of archives management, and promote the full play of [9]. (2) Helps to improve the efficiency of engineering construction archives management work. The rapid development of information technology, makes the cloud storage, big data, the Internet and other modern technology is widely used in various fields of society, therefore, engineering construction should be advancing with The Times at the same time, the information technology advantages give full play to the archives management, in expanding the scale of archives storage, extended management height and depth at the same time, promote its standardization, standardization management, thus effectively improve the efficiency of archives management and archives utilization [10]. (3) It helps to improve the integration degree, openness and sharing of file management information. Based on the information age innovation of engineering construction archives management work, can build digital management system, give play to the role of digital management platform at the same time, break the traditional mode of archives management sorting, retrieval, utilization, information development of limitations, realize the effective integration of archives information, improve its sharing, openness, expand the main body of the service. (4) It helps to promote the sustainable and healthy development of the project construction. The project construction file management covers the construction resources are extremely rich, including audio, video, pictures and images and other multiple types. Through the information and digital management in the information age, the efficiency of management can be improved in realizing the effective storage of resources, so as to provide more accurate and comprehensive support for the sustainable, long-term and healthy development of engineering construction at the data level [11].

4. The Effective Way of Innovation Project Construction Archives Management in the Information Age

4.1. Accelerate the Construction Process of Project Construction Archives Management Information Construction Process

The information age has derived a large number of electronic archives resources, which have higher requirements for archives management. Compared with paper archives resources, a more perfect system and system are needed in the process of managing electronic archives. Therefore, the engineering construction related staff should increase the attention to and support of archives management work, to provide a strong guarantee role for the effective innovation of archives management work. First, Engineering construction-related staff can be used through various channels, to increase capital investment, based on the construction of base stations, with professional management talents as the core, provide favorable basic conditions for the information construction of archives management; Next, archives management staff should change the traditional concept of management, on the basis of deeply understanding the importance of information construction to the innovation and development of archives management, break the shackles of traditional patterns, form the information based management thinking, effective integration of file management and information technology, to improve the efficiency and quality of engineering construction archives management to lay a solid foundation; Last, making full use of

modern information technology, to provide professional and rich archival resources for the engineering construction and related departments, while facilitating information inquiry, increase the use rate of archival information, then accelerate its information construction process [12].

4.2. Improve the Management System of Project Construction Archives

In the traditional engineering construction archives management work, due to the lack of perfect management system and competition system, and there are widespread managers lack of safety awareness, responsibility, work enthusiasm phenomenon, making the efficiency of archives management is relatively low. In order to effectively improve the management related problems and realize the effective innovation of engineering construction archives management, the relevant personnel of engineering construction should constantly improve the archives management system, standardize the archives management process, and improve the efficiency of archives management. (1) Improve the basic supporting facilities of archives management. In the information age, the archival resources of engineering construction are in various forms as the carrier. Therefore, we should first start from the carrier form, improve the required supporting facilities, and take digital technology as the main means to carry out the storage and transformation of archival information efficiently. (2) Improve the security system of file management. In order to ensure the security of engineering construction archives resources, relevant staff should formulate safety management system and standards to ensure the value and security of archival information in the process of transformation and sharing. At the same time, increase the application of anti-virus, encryption and other protection technologies, effectively improve the level of archival information security. (3) Improve the database and database of file management. In order to achieve high-quality support and service, the engineering construction archives management should be timely updated, developed, optimized, upgraded and improved by the database and database, and starting from the needs of the engineering construction archives management, the development of a highly targeted and practical system, to ensure its orderly operation.

4.3. Improve the Quality of Engineering Construction Archives Management Personnel

In the information age, archives management personnel play an important role in the innovation of engineering construction archives management. Therefore, in the innovation of archives management system at the same time, should pay attention to improve the archives management personnel quality, make it can timely detection, update file information, ensure the effectiveness and authenticity of archives resources, and realize the digital operation and management at the same time, by optimizing the management resources and management structure, improve the quality and level of engineering construction archives management work [13]. (1) Cultivate the information awareness of archives management personnel. In the process of innovative engineering construction archives management, reasonable ways should be chosen to guide and help archives management personnel to break the traditional management concept, and gradually deepen their application concept of digital management in the management, so as to cultivate their information consciousness and innovation consciousness of archives management work. (2) Optimize the configuration structure of archives management personnel. On the basis of increasing technology and capital investment, a reasonable system should be constructed to optimize the allocation structure of archives management personnel to realize the efficient and convenient update and query of archival resources. (3) Strengthen the training of archives management personnel. In the process of innovation engineering construction archives management work, should take modern science and technology and information technology as the core, regularly organize and carry out training activities, in strengthening on the basis of archives management personnel cognition of digital

technology development trend, promote its professional knowledge, application skills and comprehensive literacy effectively, to realize the engineering construction archives management digital development to provide guarantee. (4) Improve the assessment system. In order to realize the effective innovation of engineering construction archives management and improve the management efficiency, a perfect assessment system should be formulated, and the assessment and evaluation work should be carried out on the management personnel through the competitive mode to improve the enthusiasm, initiative and professional [14] of the management personnel under the condition of external stimulation and self-incentive.

5. Conclusions

In a word, archives management is an important part of the project construction, and it is the key factor to determine whether the project construction can have high-quality and sustainable development. Therefore, under the background of information age, the relevant departments and staff should increase the innovation of engineering construction archives management work, in fully realize the innovation of archives management to improve the efficiency of archives management and promote the importance of engineering construction, make full use of modern information technology, to integrate, optimize archives management resources, accelerate archives management information construction process, improve archives management system, improve archives management personnel quality, realize engineering construction archives management innovation goal, improve archives management level and efficiency, so as to promote the long-term, stable and healthy development of engineering construction.

References

- [1] Yunfei Sun. *Research on Effective Implementation Ways of Information Construction of Engineering Archives Management*. *Industrial Engineering and Innovation Management*, 2022, 5 (09): 35-40.
- [2] Lv Fenghua, Liu Yue, Liu Chunyan. *The application of WeChat applet in university libraries in the context of "Internet plus"*. *China Media Science and Technology*, 2022, (08): 88-91.
- [3] Lv Fenghua, Jiang Jihong, Wang Xiuli, Xu Jianying, Yu Jing. *The Application of Digital Twin Technology in Library Loan Service*. *Journal of Qingdao University (Natural Science Edition)*, 2022, 35 (3): 58-63.
- [4] Sun Yunfei. *Analysis of the Problems Existing in the Management of Laboratory Safety Archives and the Key Points of Improving its Safety Management System*. *Journal of Applied Science and Engineering Innovation*, 2022, 9 (02): 84-87.
- [5] Chen Jie. *The Development Path of enterprise Archives Management in the Information Age*. *Heilongjiang Archives*, 2021, (06):248-249.
- [6] Zheng Lei, Yin Xueqiang. *Optimization Algorithm for Parameter Estimation of Grey GM (11) Archives Model*. *Journal of Frontiers of Computer Science and Technology*, 2022, 16: 560-563.
- [7] Yunfei Sun, Fuqiang Qin. *Thoughts on Digital Management of Engineering Archives*. *Industrial Engineering and Innovation Management*, 2022, 5 (09): 58-62.
- [8] Shang Kunlun. *The practical approach of building internal control system in the management of financial accounting archives in colleges and universities*. *City Information*, 2022, (03): 46-48.
- [9] Liu Liping. *Strategy of Information Age Engineering Design Institute*. *Sichuan Cement*, 2020, (10): 288+21.
- [10] Sui Jiamei. *Innovative thinking of university archives management mode based on digital campus perspective*. *City Information*, 2022, (03): 49-51.
- [11] Lv Fenghua. *Students' Risk Attitudes in College Choice Game under Information Constraint*. *The proceedings of the 2013 International Conference on Information, Business and Education Technology*, 2013, 1 (02): 1140-1142.
- [12] Zhou Qin. *Promoting reform and innovation Promoting the development of archives cause Innovation research on archives management in — information age*. *Office business*, 2020, (10): 110-111.
- [13] Sun YunFei. *Some thoughts on integrating grid management into the safety management of laboratory archives in colleges and universities*. *City Information*, 2022, (03):73-75.
- [14] Zhong Xiaoyan. *The current situation and implementation measures of archives informatization in engineering archives management*. *Urban construction archives*, 2020, (05):21-22.