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DIGITIZATION OF REGIONAL ARCHIVAL INSTITUTIONS

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The place of archives in the modern world is determined by the role that the document plays in it as an operational regulator of various spheres of human activity, society and the state. The demand for retrospective documentary information to solve the tasks of the country's socio-economic development in the context of state and municipal administration makes the archive a reliable and operational link in the management activities of state authorities and local governments. Modern state policy in the field of digitization of Ukrainian society opened the way to radical changes in the archival space and initiated implementation processes in the aspect of digitalization of the Ukrainian archival sphere. The main task of contemporaries is the preservation and implementation of these opportunities in relation to the archival industry of Ukraine and its cooperation with world archival donors.

General, historical, special, scientific and technical and other archives exist as elements that do not have systemic properties, which are so necessary for modern society. The archival management bodies perform a limited number of functions and do not have sufficient powers to implement a unified archival policy in the conditions of the formation of a new digital society, including digital policy. The contradiction in the development of archival affairs is apparent in the fact that, on the one hand, the archival sphere acts as a traditional and at the same time conservative industry, and on the other hand, new digital technologies appear in the innovation market, which create a powerful external impetus for the development of state, municipal and departmental archives in the regions.

Today, users are increasingly ready to work not only with paper, but also with digitized materials. An important area of activity of the archives is the digitization of archival collections aimed at encoding data for systematic analysis. The implementation of this task will help to preserve and present unique archival material to a wide audience, as well as make it possible to conduct an open information search.

A significant element of the existence of the modern world is information technology, which has penetrated into almost all spheres of social activity, including the archival sphere. The processes of scientific and technological progress in the 21st century led to the formation of a state strategy for the general digitalization of the state. With the introduction of innovative digital technologies in the work of archival institutions, the state and society will have the opportunity to expand access to the information base, and the use of modern methods will help them obtain the most objective and reliable information for state, social and scientific regulation, open additional resources for analyzing the information wealth of archival funds . The use of innovative digital technologies will help to significantly speed up the search for necessary documentary information in archival funds.

During the development of the scientific study, a number of unsolved questions regarding modernization transformations in the archival industry were revealed. Elements remain discursive archival digitalization, which require the formulation of conceptual features of the implementation of the digitalization program of Ukrainian archival institutions.

The purpose of the study is to analyze the implementation of the process of modernization of the management system of the archival industry based on the means and tools of digitization of archival institutions.

To achieve the goal, the following tasks must be solved:

- to carry out a theoretical analysis of the problem of the development of archival affairs at the current stage;

- to determine the management elements of the digitization of the archival case and to formulate the conceptual features of the implementation of the program of digitization of Ukrainian archives.

In the past, the main task of archives was to ensure the preservation, first of all, of paper documents, but the widespread and massive spread of innovative digital technologies, the introduction of a digital state, led to fundamental changes in the nature of the documents themselves and, accordingly, in the field of documentation and document circulation. Today, most of the documentation is created in electronic format, and over time, the volume of electronic documents will only grow. The ability to accept, preserve and use them becomes vital for the effective provision of public services. In this regard, archives need to follow the path of digitalization of the archival fund.

Let's consider the basic elements of digitalization of the archival system. The elements of archival digitization include:

1) creation of a single electronic system of descriptions of archival funds;
2) digitization of arrays of documents stored in an archival institution;
3) online system for submitting requests from individuals and legal entities;
4) transfer to the archive of two types of documents, digital and paper;
5) popularization of the activities of the archival institution on online platforms.

We will analyze in detail every aspect of the digitization of the archival space of Ukraine [6, 90].

Promotion of the archival case through online means can be effective for encouraging sponsors, patrons, donor organizations, etc. Their involvement in the system of archives of Ukraine will contribute to financial infusions that can be directed to the development of digitization of the archive.

Modern requirements of archival digitization consist in the development of theoretical foundations in the field of archival case management in the context of digitization, which includes a complex of methods of analysis, synthesis and systematization, for the development of the problem of introducing technologies for managing processes of digitization of the archival sphere.

The entire development path of the archival industry shows that the main contradiction in archival activity is manifested in the relationship between the old and the new, that is, the traditional and the innovative. The reason for this is, on the one hand, the need for stable components to stabilize the process of development of archives, which later turn into mandatory innovations, without which the dynamics of the development of this process is impossible. Preservation of cultural diversity and traditions is one of the key tasks of the millennium. In this regard, there is a need to implement measures to create, distribute and preserve this information in digital form, which will allow preserving cultural heritage for future generations.

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