

**The Importance of terminology in the discipline of Archives,
diplomatic and information sciences**

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Abstract:

This study aims to explain the importance of terminology in the discipline of Archives, diplomatic and information sciences. The study deals with the difference between term and concept, the problem that face the researchers in terminology discipline, and the necessity of the agreement of one term and concept; to avoid disturbance in concept and meaning, in addition the study applied on samples from different terms in Archive, diplomatic and information sciences. The study ends with some results and recommendations; also recommend the necessity of unifying terms of archives, diplomatic and information sciences in Arab world; to simplify understanding of concept in the original languages.

Keywords: Terminology of Archives; Diplomatic and information sciences; Problems of the Arabic term; Term and concept; Defining terms; Formulation of the term.

Towards a green environment: how do you start your project for digitization, digital transformation, and electronic management

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Abstract:

In line with Egypt Vision 2030 and Egypt's strategy to achieve digital transformation, the Ministry of Communications and Information Technology has embarked on building a digital Egypt.

Digital Egypt represents a comprehensive vision and plan and serves as the cornerstone for transforming Egypt into a digital society. To begin this transformation into a digital society and build a strong digital economy, and for this purpose, the "Supreme Council for the Digital Society" was established under the leadership of the Ministry of Communications and Information Technology and the launch of the "Applied Innovation Center in Egypt," which works to accelerate digital transformation in Egypt, through strategic guidance.

Providing expertise and supervision through joint cooperation with government and private agencies; In order to raise Egypt's global index as the highest digitally developed country, through sustainable economic development that relies on enhancing the values and concepts of innovation and investing in young talents.

From this standpoint, which was determined by the state, the participation of the private sector and investment in young talents who can enter into this field will contribute to sustainable development, and the localization of technical jobs in this field, which requires a number of jobs available to graduates of Egyptian universities, including documentation and archive specialists, systems analysts, programmers, computer engineers, and others, which opens the way for these young people to contribute to the implementation of Egypt's ambitious plans and vision 2030. Therefore, the establishment of digital transformation and electronic management companies by young people will eliminate the problem of unemployment, in addition to the multiple advantages that these people obtain. Youth, and the gains gained by the state.

Therefore, the idea of this study was to address the most important areas, broad lines, and general framework for establishing a “private company for digital transformation and electronic management.”

This study presents a proposed model for establishing an integrated project for a private institution for digital transformation, established and managed by a young man specialized in the previous specializations, or all of them together in one project, which provides new opportunities for self-employment and taking advantage of the opportunities available in this field.

keywords: Digital transformation; Digitization; Electronic Archiving; Small and medium enterprises; Digital transformation projects; Electronic management projects; Digital Documents; Documents in the digital environment.

Cataloging Algerian Manuscripts between Theory and Practice

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Abstract:

The process of cataloging manuscripts is considered one of the important technical processes, because of the objective descriptive data it provides, as it enables us to count the intellectual production of the Arab-Islamic manuscripts, and introduce it to researchers, in order to give a clear picture of the historical stages that peoples and nations went through various previous eras; These indexes are also considered a bridge connecting researchers, students of science and those interested in manuscripts, and this has been proven by many studies, that indexing manuscripts is a help in accomplishing the researcher's work easily in order to access the manuscript. The indexing of manuscripts enables us to create studies and research related to the geographical, literary, and intellectual history of a particular subject, and to simplify the task of investigators and publishers of manuscripts and those working on the true manuscript heritage.

Through this article, we will try to shed light on the following aspects: the definition of cataloging manuscripts, the rules for cataloging manuscripts, the reality of cataloging manuscripts in the Arab world, and the efforts of official actors and institutions in cataloging manuscripts in Algeria.

Keywords: Algerian manuscripts; indexing; authentication.

**Planning to build a national information observatory for the family
in Saudi Arabia**

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Abstract:

The study aims to develop a vision for the establishment and operation of a national family information observatory in the Kingdom of Saudi Arabia, whose function is family monitoring at the local and national levels to be compatible with the Kingdom's Vision 2030 in the social and cultural dimensions. The study suggested linking the family observatory through a network (the Internet and the Intranet) by preparing an encrypted website according to the powers of each user, and until this is done, communication and data and information exchange will take place through designing an application that allows the sharing and exchange of data according to the powers granted to users.

The study relied on the use of the analytical field approach, as the researcher proceeded to conduct a survey of all types of national observatories available on the World Wide Web in order to reach the most prominent international models of objective observatories in the field of the family, with the aim of describing, analyzing and evaluating them.

The study suggested a set of recommendations that if those responsible for the family observatory were able to implement them in an optimal manner, they would have an effective role in disseminating targeted information and making available accurate data and information electronically to decision makers and stakeholders.

Keywords: Family observatory; Indicators; Observatory database system; Information storage and retrieval system; Observatory outputs.

Taxonomy applications in foreign national library sites: an analytical study

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Abstract:

The study aimed to study the taxonomic structure in the websites of the foreign national libraries that were the study's sample. The study also aimed to address the characteristics of taxonomy construction in the websites of foreign national libraries, in addition to identifying the types of taxonomy used in those sites. The study relied on the descriptive and analytical approach; This is to address the classification structure in the websites of foreign national libraries and represents the study population in the websites of foreign national libraries. The study came out with a set of results, the most important of which is that there is a disparity between the websites of the foreign national libraries in the study sample in terms of the number of subject categories at each level of branching, and that the taxonomy is threefold. The most widely used level on foreign national library websites came in second place with a rate of 40%, and the two-level taxonomy came in second place with a rate of 20%, while the five-level taxonomy was the least used with a rate of only 10%, and the most used type of taxonomy on the websites of foreign national libraries in the study sample was the hierarchical taxonomy; This type is used at a rate of 70% ,

Keywords: Taxonomy; Taxonomic structure; Types of taxonomy; Characteristics of taxonomy construction; websites.