THE LEVEL OF GOOGLE DRIVE USAGE FOR DIGITAL ARCHIVE MANAGEMENT AMONG UIN SUNAN KALIJAGA LIBRARY SCIENCE STUDENTS

THESIS

Submitted to the Library Science Study Program, Faculty of Adab and Cultural Sciences, Sunan Kalijaga State Islamic University, Yogyakarta to fulfill one of the requirements for obtaining a Bachelor's Degree in Library Science

by:

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FACULTY OF ADAB AND CULTURAL SCIENCES

SUNAN KALIJAGA STATE ISLAMIC UNIVERSITY

YOGYAKARTA

2025

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Thus, thank you for your attention.

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MOTTO

-whatever you are, be a good one-

-our main task is to give our best effort and accompanied by prayer, the problem of results is left to the almighty-

Allah doesn't burden a person except according to her ability

(QS Al Baqarah:286)

DEDICATION

I dedicate this thesis to my parents, who have provided support until I managed to be at this point. Thank you for the efforts you have made to continue to provide educational facilities to me. Thank you to my two brothers who always encourage me at every step. And thank you to my aunty, you are the best aunt in the world, thank you for your support and help when I was down.

I also dedicate this thesis to all library science lecturers, especially the two lecturers who helped me in dealing with problems in lectures, both academic and non-academic problems. Thank you for your support so that I was able to complete this thesis well.

ABSTRACT

The Level of Google Drive Usage for Digital Archive Management Among UIN Sunan Kalijaga Library Science Students.

This study aims to measure and analyze the level of use of Google Drive in digital archive management among students of UIN Sunan Kalijaga Library Science. This study also aims to identify and analyze the aspects that influence the level of use of Google Drive by students. Using a descriptive quantitative approach, this study measured six main variables, namely Intention to Use, Ease of Use & Accessibility, Operational & Customization, Security & Protection, Efficiency, and Data Recovery. The results showed that the level of use of Google Drive by UIN Sunan Kalijaga Library Science students was classified as good, with an average score of 3.19 from 103 respondents. The aspects that most influence the level of use are Intention to Use and Ease of Use & Accessibility, which show a high intention to use Google Drive and ease of accessing and sharing archives. However, there are some areas for improvement, such as learning features for new users and improving the interface and data recovery speed. This research provides an objective picture of the level of use of Google Drive in digital archive management, as well as identifying potential improvements that can increase the convenience of managing student digital archives using this platform.

Keywords: Google Drive Usage, Digital Archive Management, Quantitative Research, Library Science Student.

INTISARI

The Level of Google Drive Usage for Digital Archive Management Among UIN Sunan Kalijaga Library Science Students.

Penelitian ini bertujuan untuk mengukur dan menganalisis tingkat penggunaan Google Drive dalam pengelolaan arsip digital di kalangan mahasiswa Ilmu Perpustakaan UIN Sunan Kalijaga. Penelitian ini juga bertujuan untuk mengidentifikasi dan menganalisis aspek-aspek yang memengaruhi tingkat penggunaan Google Drive oleh mahasiswa. Dengan menggunakan pendekatan kuantitatif deskriptif, penelitian ini mengukur enam variabel utama, yaitu *Intention to Use, Ease of Use & Accessibility, Operational & Customization, Security & Protection, Efficiency,* dan *Data Recovery*. Hasil penelitian menunjukkan bahwa tingkat penggunaan Google Drive oleh mahasiswa Ilmu Perpustakaan UIN Sunan Kalijaga tergolong baik, dengan rata-rata skor 3,19 dari 103 responden. Aspek yang paling mempengaruhi tingkat penggunaan adalah *Intention to Use* dan *Ease of Use & Accessibility*, yang menunjukkan niat yang tinggi untuk menggunakan Google Drive dan kemudahan dalam mengakses serta berbagi arsip. Namun, terdapat beberapa area yang perlu diperbaiki, seperti pembelajaran fitur untuk pengguna baru dan peningkatan antarmuka serta kecepatan pemulihan data. Penelitian ini memberikan gambaran objektif mengenai tingkat penggunaan Google Drive dalam pengelolaan arsip digital, serta mengidentifikasi potensi peningkatan yang dapat meningkatkan kenyamanan dalam mengelola arsip digital mahasiswa dalam menggunakan *platform* ini.

Kata Kunci: Penggunaan Google Drive, Manajemen Arsip Digital, Penelitian Kuantitatif, Mahasiswa Ilmu Perpustakaan.

PREFACE

Alhamdulillahirabbil'alamin, with all respect and gratitude to *Allah Subhanahu Wa Ta'al*a, author presents this preface as part of the thesis entitled "The Level of Google Drive Usage for Digital Archive Management Among UIN Sunan Kalijaga Library Science Students". This thesis was prepared as one of the requirements for obtaining a Bachelor's degree in Library Science at UIN Sunan Kalijaga Yogyakarta. This thesis aims to present the results of research and analysis related to level of google drive usage for digital archive management among uin sunan kalijaga library science students.

The author would like to thank all those who have provided support, guidance and inspiration during the process of writing this thesis. Thanks to:

1. Prof. Noorhaidi Hasan, S.Ag., M.A., M.Phil., Ph.D. as rector of UIN Sunan Kalijaga Yogyakarta.
2. Prof. Dr. Nurdin Laugu, S.Ag., S.S., M.A., as dean of the Faculty of Adab and Cultural Sciences, UIN Sunan Kalijaga Yogyakarta.
3. Muhammad Ainul Yaqin S. Pd., M. Ed., as the head of the Library Science Study Program, Faculty of Adab and Cultural Sciences, UIN Sunan Kalijaga Yogyakarta.
4. Lilih Deva Martias, M.Sc., as my academic supervisor in the library science study program.
5. Dr. Syifaun Nafisah, S.T., M.T., as my thesis supervisor that have provided direction, input and guidance so that this thesis can be resolved properly.

6. All Library Science Study Program lecturers, Faculty of Adab and Cultural Sciences, Sunan Kalijaga State Islamic University Yogyakarta have provided valuable knowledge and insights.
7. The author's parents (Mr. Saryudi and Mrs. Siti Nurul Maghfiroh) who always provide financial support and earnest prayer.
8. Friends of library science students, especially 2021, who have provided support and enthusiasm in the thesis preparation process.
9. All parties who contribute and support in various forms during the process of preparing this thesis.

Hopefully this thesis can provide benefits and positive contributions to the development of Science in the field of Library and Information Science. Finally, hopefully this research can be used as a reference and inspiration for further research.

Yogyakarta, 20 December 2024

Researcher

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CHAPTER I

INTRODUCTION

1.1. Background

Along with the rapid development of information technology, archive storage methods have undergone significant transformation. In the beginning, archives were stored in physical form, such as paper or other physical documents, which required a lot of space for storage (Hapsari & Ariyani, 2018, p. 130). This makes traditional archive management often a challenge, due to the need for large physical space. Archives stored in this physical form are referred to as "traditional archives", which refer to older, more conventional storage methods before digital innovations (Oktariani et al., 2024, p. 357). With the advancement of technology, these methods are no longer adequate in today's digital era, prompting the search for more efficient and modern storage methods.

Unlike traditional archives that require large physical spaces, digital archives offer various advantages, including better storage efficiency and easy access to information (Tenawahang & Ikasari, 2023, p. 499). Users can access digital data anytime and from anywhere without physical limitations, which contributes to increased productivity and effectiveness in decision-making (Lusetti et al., 2020, p. 2). Previously, digital archives were usually stored locally on users devices such as desktops or laptops allowing direct access without requiring an internet connection (Sunyaev, 2024, p. 178). Storing digital archives on local storage has many advantages, especially in

terms of efficiency and accessibility. However, this method has a major drawback, which is the limited capacity of internal storage.

With the increasing need for larger and more secure data storage, external storage devices such as external hard drives and USB flash drives are becoming popular. These devices offer increased storage capacity and portability, which is highly desired by many users (Wilken & Kennedy, 2022, p. 195). With hard drives and USB flash drives, users can store and share data easily because these devices are portable and easy to carry anywhere, and allow file transfer between devices (Salamh et al., 2020, p. 3). Despite having advantages over local storage, Rajasekar & Imafidon (2011, p. 69) noted that such hardware is still vulnerable to physical damage and data loss. Physical damage is of course unpredictable because small items easily fall out of hand, causing the device to be damaged and the data contained in it to be lost or even unrecoverable.

An external hard drive is a storage hardware device that has moving parts that can suffer mechanical damage over time or if exposed to shock (Nanang et al., 2023, p. 129). On the other hand, USB flash drives have the advantage of being more durable as they have no moving parts, but are still susceptible to physical damage such as impact or loss, and have limitations in the number of write/erase cycles which can affect their lifespan (Septianto et al., 2021, p. 287). These limitations suggest that while digital archives offer many advantages, users should also consider more secure and efficient means of storage, such as cloud storage to minimize the risk of data loss.

Cloud storage was first commercially introduced in 2006 by Amazon Web Services (AWS) with a product called Amazon S3 (Simple Storage Service) (Teylo et al., 2020 p. 3). This service allows users to store data online through servers managed by AWS (P & Veeramanju, 2022, p. 125). Amazon S3 is known for its high scalability and security (Saputro et al., 2024, p. 940). Previously, the basic concept of cloud-based storage has existed since the 1960s when J.C.R. Licklider, a computer scientist, put forward the idea of a global computer network that allows access to data and programs from any location (Sunyaev, 2024, p. 178). Thanks to this concept, many new technologies regarding computer networks were discovered. The concept of a global computer network that allows data access from any location has become a reality in this digital era, which is now known as cloud computing. Cloud storage, as one of the implementations of cloud computing technology, has become an important solution in storing, managing, and accessing data efficiently and flexibly.

The ability of cloud storage to store large amounts of data and facilitate remote access has changed the way people and organizations manage information (Rina & Sugiarto, 2022, p. 164). The use of cloud storage as a means of managing digital archives not only provides convenience in terms of accessibility, but also increases efficiency and security in data storage (Istiqlal et al., 2024, p. 395). With cloud sservices, users do not need to worry about the risk of data loss due to physical device damage or limited storage space (Lamalouk et al., 2022, p. 88). Cloud storage also enables better

collaboration in group work, as stored files can be accessed and edited together at the same time (Rina & Sugiarto, 2022, p. 164). Based on this, cloud storage certainly has enormous advantages over local storage and external storage.

In addition, cloud-based storage provides a more cost-effective solution compared to traditional physical storage (Zainul & Romadhan, 2023, p. 21). Users only need to pay based on the storage capacity they use, which is generally more flexible and scalable (Liu et al., 2023, p. 5). The use of cloud storage also encourages a better understanding of digital information management technology, which is an important skill in the modern library world that increasingly relies on digital technology for information management and dissemination (Endaryono, 2021, p. 54). By using cloud storage, users have more advantages in various aspects in the field of digital archive storage.

In an educational environment such as UIN Sunan Kalijaga, students are faced with great challenges in managing and storing a variety of diverse digital archives, ranging from papers, research reports, course assignments to other personal files (Zakiah et al., 2021, p. 29). Effective digital archive management is becoming increasingly crucial as the volume of digital information that needs to be managed increases nowadays. Students of the Library Science program have a significant advantage because they not only learn the theoretical aspects of archive management, but are also equipped with practical skills to organize, store and access data in a structured way.

Library Science students are also familiar with the concept of structured data management as they learn the techniques of indexing and classifying information which are essential elements in archive management (Rustam, 2014, p. 40). When it comes to digital archive management, these students understand the importance of metadata, systematic folder organization, and how to ensure that information can be accessed easily and quickly when needed.

Before Library Science students can manage information on a wider scale or undertake complex knowledge management, they need to master fundamental skills in personal information management (PIM) (Yani & Syam, 2024, p. 4456). These skills are an important foundation as they enable students to develop a practical understanding of information management principles and serve as a personal laboratory for applying the theory learned. This is in line with the competencies that must be possessed by librarians as stated in Regulation of the Minister of Administrative Reform and Bureaucratic Reform Number 9 of 2014 concerning the Functional Position of Librarian and its Credit Score which emphasizes the importance of digital information management skills and mastery of information technology. In addition, based on Indonesian National Work Competency Standards in the field of Libraries stipulated in the Decree of the Minister of Manpower and Transmigration of the Republic of Indonesia Number 83 of 2012, librarians are also required to have comprehensive competencies in digital information management. This competency includes the ability to operate basic

information technology, perform digital document management, and perform document preservation.

The use of cloud storage not only provides a practical solution for storing digital files, but also introduces students to technology that is widely used in the world of work. This gives them a competitive advantage when they later enter the professional world where digital archive management technology becomes an integral part of work in archive institutions, libraries, or other institutions related to information management (Rustam, 2014, p. 41). With this background, the use of cloud storage as a means of managing digital archives by students of UIN Sunan Kalijaga Library Science is not only relevant in the context of modern storage needs, but also provides opportunities for students to be better prepared to face challenges in the world of work which is increasingly integrated with information technology.

Cloud storage technology allows students to store, manage and access digital archives easily, efficiently, and flexibly (Yani & Syam, 2024, p. 4456). However, to understand more about how UIN Sunan Kalijaga Library Science students utilize this technology in the context of digital archive management, which will later become the foundation for their ability to manage information on a wider scale, it is necessary to conduct a study related to the level of use of cloud storage for digital archive management.

According to a survey conducted by Goodfirms (2024), Google Drive took the top spot as the most popular personal cloud storage service with a user preference rate of 94.44%. This extremely high number reflects Google

Drive's dominance in the cloud-based storage industry and shows the overwhelming level of trust users have for the platform. This indicates that the majority of users choose Google Drive as their primary solution for managing and storing digital data, beating out other cloud storage services available in the market.

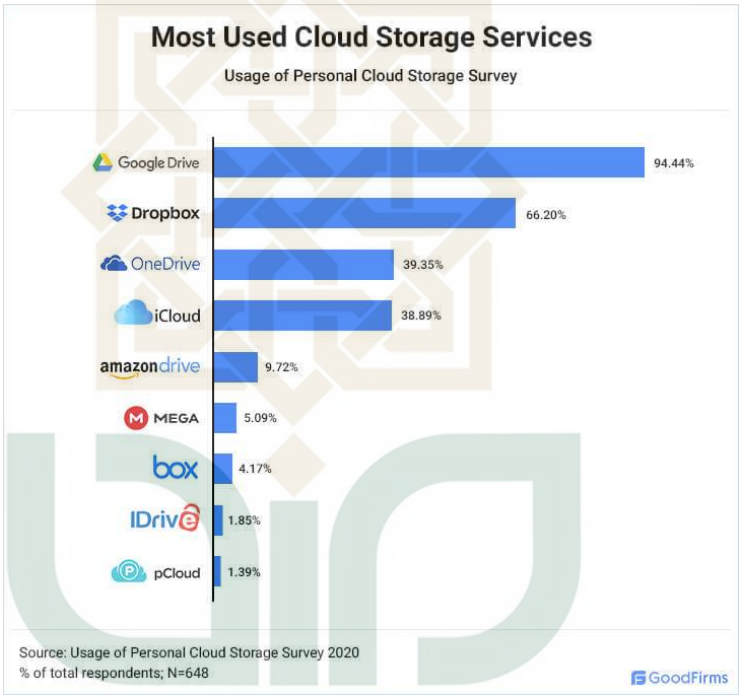

Figure 1: Graph of cloud storage usage in the world
Source: Sebastian, 2024

Given the widespread use of Google Drive, it is important to measure the level of its use, especially in digital archive management. There is a method that can be used to measure and determine the level of use and quality of a program or software, namely Usability Testing ISO 25023 (Hatto, 2010, p. 7). Using this method can measure how easily and efficiently UIN Sunan Kalijaga students access, store, and manage their digital archives on Google Drive. Usability Testing ISO 25023 can help identify the extent to which

features work well for users, as well as evaluate aspects of the overall user experience (Bevan et al., 2016, p. 275). For a more in-depth analysis, this evaluation also integrates the theory of digital archive management by Kyong Eun Oh (2019, p. 671) and the theory of Google Drive advantages by Tantowi & Wijayanti (2023, p. 125). The application of this method among UIN Sunan Kalijaga Library Science students is relevant given the crucial role of Google Drive in supporting the management of their digital archives which will later become a provision in the world of information management.

The urgency of this research is further strengthened based on the results of interviews with several library science students who revealed that they often face the problem of losing files, both physically and digitally due to data deletion in local storage. This problem not only hinders the management of digital archives, but also has the potential to interfere with the development of their competencies as prospective professionals in the field of information management. Therefore, research on the level of use of google drive is very important to identify the level of use, barriers, and potential optimization of cloud storage technology in supporting the success of digital archive management and professional librarians.

1.2. Problem Formulation

The formulation of the problem is a question that is compiled in detail and the answer can be found through the process of data collection and research. This formulation must be relevant to the research topic and answered through appropriate research methods (Sugiyono, 2022, p. 63). The

problem formulations in this study is “What is the level of use of google drive in the process of managing digital archives of library science students at UIN Sunan Kalijaga?”.

1.3. Problem Limitation

This research limits the scope of measuring the level of use of Google Drive by referring to six variables that are based on the integration of three theoretical frameworks. First, adopting the concept of Usability Testing from ISO 25023 (2010, p. 7). Second, the research uses the theory of Cloud Storage Advantages put forward by Tantowi & Wijayanti (2023, p. 125) which discusses the various advantages of cloud-based storage in the context of digital data management. Third, this research also integrates the concept of archive management developed by Kyong Eun Oh (2019, p. 671) which provides a perspective on effective digital archive management. The use of these three theoretical frameworks was chosen to provide an in-depth understanding and analysis of how Google Drive is utilized as a digital document storage and management platform, taking into account aspects of usability, the advantages of cloud technology, and the principles of good archive management. The restriction to six variables is intended to focus the research on the most relevant and significant aspects in the context of using Google Drive as a document storage and management platform.

1.4. Research Objectives and Benefits

The purpose of research is to discover, develop and prove data. Through research, new knowledge is expected to be found that is useful for

understanding, solving and anticipating a problem. Meanwhile, the benefits of a study are reflected in the answers to these objectives, which will be discussed specifically in the research results. The following are the objectives and benefits of this research:

1. Research Objectives

   As described in the formulation of the problem, the objectives of this study is to measure and analyze the level of use of Google Drive in the process of managing digital archives among students of UIN Sunan Kalijaga Library Science using six measurement variables including: Intention to Use; Ease of Use & Accessibility; Operational & Customization; Security & Protection; Efficiency; and Data Recovery.

2. Research Benefits

   As explained in the research objectives, the benefits obtained from this research are expected to providing a deeper understanding of the level of use of Google Drive by UIN Sunan Kalijaga library science students, so as to increase the effectiveness of the use of a technology through the analysis of six variables, namely Intention to Use; Ease of Use & Accessibility; Operational & Customization; Security & Protection; Efficiency; and Data Recovery.

1.5. Writing Structure

The writing systematic is prepared with the aim of directing the writing of this thesis proposal to be systematic and in accordance with the guidelines for writing a thesis for the Library Science study program, Faculty of Adab

and Cultural Sciences, UIN Sunan Kalijaga Yogyakarta. The systematic writing of this research is as follows:

CHAPTER I Introduction. This chapter explains the background of the research, problem formulation, research objectives, research benefits and an explanation of the writing systematics.

CHAPTER II, Literature Review and Theoretical Foundations. The literature review contains a list of previous studies arranged systematically by year. Previous research is research conducted by other people with the same theme. Researchers also explain the similarities and differences between previous research and the research plan to be carried out along with its novelty. Meanwhile, the theoretical basis contains the theories that support the research as the basis for the analysis to be carried out.

CHAPTER III, Research Methods. In this chapter the researcher explains what methods the researcher uses during the research process, starting from what type of research will be used, place and time of research, research subjects and objects, research instruments, data sources, data collection techniques, the validity of the data that will be processed up to the analysis techniques that will be used.

CHAPTER IV, Results and Discussion Chapter. Consists of three main parts. First, provide an overview of the location or object of research. Second, presenting research results that include descriptions, tables, or graphs to describe the data obtained. Third, discuss and analyze research findings by

referring to relevant theories or concepts, to provide a deeper understanding of the research results.

CHAPTER V, Summary and Suggestion. This chapter presents the conclusions and suggestions of the research. The conclusion includes a restatement of the topic under study, an explanation of the core research problem, an explanation of the relevance or significance of the research for society, as well as existing limitations that can open up opportunities for further research. Meanwhile, the suggestions contain the researcher's recommendations to improve the existing shortcomings, both in terms of conceptual and institutional development.

CHAPTER V
SUMMARY AND SUGGESTION

5.1. Conclusion

Based on the two problem formulations that have been presented, the conclusions of this study include the main findings obtained, which provide a deeper understanding of research on the level of Google Drive usage among Library Science students at UIN Sunan Kalijaga show positive findings, with an average score of 3.19 from 103 respondents, which falls into the "good" category. Google Drive has managed to become an effective solution for digital archive management by providing a centralized storage location that overcomes the problem of separate documents. The platform stands out in several aspects such as real-time collaboration and file sharing capabilities, flexibility in storage customization, operational efficiency through automatic synchronization, and comprehensive security and data protection features.

5.2. Suggestion

Based on the research findings, there are several suggestions that can be given to increase the level of use of Google Drive as a means of digital archive management by UIN Sunan Kalijaga Library Science students.

1. For the Intention to Use aspect, it is recommended that the university or platform manager provide more in-depth training or tutorials on using Google Drive, especially for students who are new to this system. This will help them to better understand the benefits and how to use the existing features, and motivate them to continue using this platform in digital archive management.

2. Regarding Ease of Use & Accessibility, it is recommended that Google Drive be updated with a simpler and more intuitive interface. Although the average student is already comfortable with using this platform, simplifying the features and adding interactive tutorials can make it easier for students, especially those who are not familiar with digital technology. Improvements in learnability are also important so that students do not find it difficult to learn how to use this platform.
3. In the Operational & Customization aspect, it is suggested that development should focus more on improving user interface aesthetics and operability. Google Drive can offer further appearance and feature customization options, so that users can customize the platform according to their needs in digital archive management. These improvements will make using Google Drive more attractive and efficient.
4. For the Security & Protection aspect, it is highly recommended that Google improves the security system on their platform, especially on the protection features against data and user errors. Improved data encryption and a more reliable backup system can help reduce students' concerns about the potential loss of important data. This will also increase students' level of trust in the platform.
5. For the Efficiency, recommended that the digital archive management platform, such as Google Drive, focus on enhancing the features related to the examination or comparison of archives to improve the overall

system efficiency. Given that the Examination/Comparison dimension recorded the lowest average score (2.97), it indicates a deficiency in features that facilitate the efficient examination or comparison of archives. Improving this aspect would provide users with a more streamlined and effective method for quickly comparing or reviewing files, thereby increasing user satisfaction and enhancing the overall efficiency of digital archive management.

6. For the Data Recovery aspect, it is important to improve the speed of data recovery and make the recovery process simpler. The Google Drive management needs to ensure that in the event of a problem or data loss, students can quickly recover their archives without any difficulty. Improving a more efficient data recovery system will greatly affect user convenience and satisfaction.
7. In addition, the researcher suggests that further research can be carried out by expanding the scope of research subjects beyond Library Science students. This is important to gain a more comprehensive understanding of how Google Drive is utilized by students from different disciplines. By involving students from other study programs who do not have an archival background, research can produce interesting comparisons about usage patterns, effectiveness levels, and obstacles faced in managing digital archives.

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