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**Submission date:** 01-Sep-2024 05:35PM (UTC-0700)

**Submission ID:** 2435234312

**File name:** 2CONFERENCE-PUBLISH-E-Archive\_Document\_Clustering\_Information\_System\_Using\_K-Means\_Algorithm-1.docx (166.81K)

**Word count:** 2395

**Character count:** 13016

# E-Archive Document Clustering Information System Using K-Means Algorithm

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**Abstract**— Archiving is an important activity in a company, because the archive is a form of decision making as physical evidence owned by the company. Records management system in a company or organization must be managed properly. Currently, the archive management system is still manual which has the risk of documents being easily damaged and lost either due to natural disasters or unwanted accidents. Therefore, it is necessary to manage archives that can use a computerized system to facilitate users and avoid data loss with various factors. The research method uses the K-Means Clustering algorithm to facilitate the process of grouping archives, and the prototype is the method that will be used for software development. The function of this application is to simplify the process of archiving and searching for archived data. Management carried out by the system includes archive storage, archive destruction, and archive file reports.

**Keywords**— Archives, K-Means Algorithm, Clustering

## I. INTRODUCTION

Archives are the beginning of information in an organization, company and all of its stakeholders, this is because the archive is part of the evidence that will be responsible for its authenticity for all activities that have been carried out in the organization and one form of decision making as physical evidence owned by the company [1].

The importance of archives that act as decision making to be made into physical evidence, therefore archives that have been stored in an organization must be managed properly. Archiving is an activity to store data to be used as evidence of correct information and according to needs without any confusion or ambiguity in processing information [1].

The existence of the archive has its own very important place for all users, be it a company or organization, but that does not mean separating themselves from the company or organization [2]. At this time the archive management system is still manual which has the risk of documents being easily damaged and lost either due to natural disasters or unwanted accidents. Therefore, archive management is needed that can use a computerized system to facilitate users and avoid data loss with various factors.

The k-means clustering algorithm in data grouping is based on the distance between a large number of data to

the cluster centroid point obtained through an iterative process quickly and efficiently, [3].

Prototype is a process of the initial stages in the design of a structured system by going through the stages in the manufacturing process, with the aim of developing the model into the final result of the final system. the stages that must be passed in the prototype method include: gathering requirements, designing and evaluating prototypes [6].

Clustering is a technique of grouping data by separating data with identical elements. In the IT world this classification method is carried out for grouping certain data in large quantities [7].

Therefore, with a web-based E-Archive information system, the archiving process will be easier in grouping using the K-Means Clusterization algorithm technique, so it is hoped that it can help and simplify the grouping process in the archiving system. The K-Means method uses a working method by grouping data (clusters) based on predetermined characteristics [7].

## II. METHODOLOGY

K-Means can be defined as a grouping of data that is unsupervised learning which functions to group data into data clusters [9]. The steps in implementing the K-Means Clustering algorithm [3]:

1. Determination of the number of clusters  $k$
2. Determination of the value of the center that is used as a basis later. Done at random or self-chosen.
3. Data allocation which is seen from the proximity of the data to the central value with the data placement formula based on the following:

$$D_i = \sqrt{(X_i - K)^2 + (Y_i - 5)^2}$$

Symbols :

$D_i$  : Distance  $i$  to centroid

$i$  : number of data objects

$X, Y$  : The ordinates of the data object, the X coordinates of the data object variable 1, the Y coordinates of the data object variable 2, and so on if there are more than 2 sample variables as follows:

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$$(X_i - K)^2 + (Y_i - S)^2 + (Z_i - T)^2 + \dots$$

K, S, T : Centroid coordinates, K Central coordinates for object X, S for object Y, T for object Z.

4. The search for a new central value by calculating the average of the data that has been in the cluster at stage 3. At the cluster or grouping stage to determine which data belongs to which grouping, the provisions for grouping are given, namely:
  - a. The input requirements for cluster 1 are obtained from formula: If  $D_i \leq D_y$  And  $D_i \leq D_z$  If the conditions are met then it is included in the cluster group 1
  - b. The requirements for entering cluster 2 can be seen in the formula: If  $(D_y \leq D_i$  And  $D_y \leq D_z)$  if the conditions are met then it is included in the cluster group 2
  - c. The requirements for entering cluster 3 can be seen in the formula: If  $(D_z \leq D_y$  And  $D_z \leq D_i)$  If the conditions are met then it is included in the cluster group 3.

Where:

$i, y, z$  = number of data objects

$D_i$  = distance of object I with centroid cluster 1  
 $D_y$  = distance of object I with centroid cluster 2  
 $D_z$  = distance of object I with centroid cluster 3

Calculation of the new centroid value based on the example in the table below

$$\text{Centroid 1} = (\text{data1} + \text{data 2} + \text{data 7}) / 3$$

$$\text{Centroi 2} = (\text{data2} + \text{data 4}) / 2$$

$$\text{Centroid 3} = (\text{data5} + \text{data 6}) / 2$$

Do the 3rd step again using the latest main value (which was calculated in Step 4). Do this until the new main value with the previous one is the same or does not change, then clustering can be stopped.

TABLE I. CLUSTER DATA COLLECTION

Data	Cluster 1	Cluster 2	Cluster 3
1 x			
2		x	
3 x			
4		x	
5			x
6			x
7 x			

K-Means Algorithm is used to group archiving data owned by companies or organizations. The K-Means formula will be applied to grouping files based on the specified specifications. The application of the k-means clustering method is a calculation for analyzing the data obtained in the implementation of the system. In the application of this method, the author will use archived data within 1 month, here are the data documents that are archived:

TABLE II. ARCHIVE DOCUMENT DATA

No	Department	No	Date
1	PPIC	MTO Platform, Ladder and Handrail IKPT R.1	15-Jun-21
2	PPIC	JBT-00032-MTO Jembatan A50-N R.0 & PR 173951	15-Jun-21
3	Engineering	Cutting plan jembatan A-50N R.0	15-Jun-21
4	Engineering	Terlampir cutting plan jembatan B-60 2 UNIT R.0	15-Jun-21
5	Marketing	SPK No S-JBT-00034-VI-2021 Jembatan PT. Triwira Bangun Sejahtera	14-Jun-21
6	Marketing	Desain Drawing Ladder Platform Dearator	15-Jun-21
7	Marketing	Desain Drawing Ladder Platform Transfer Air Receiver	15-Jun-21
8	PPIC	JBT-00033-MTO Jembatan B-60 2 UNIT R.0 & PR 173947	15-Jun-21
9	Engineering	Report list JPO Manggarai R.2	14-Jun-21
10	Engineering	Cutting plan tambahan pipe support jpo	16-Jun-21
11	PPIC	MTO Palu-3 Wika R. 2	14-Jun-21
12	PPIC	MTO Palu-3 Wika R. 3	16-Jun-21
13	Marketing	SPK S-JBT-00036-VI-2021 Jembatan AG20S PT. Wiratama Globalindo Jaya	16-Jun-21
14	Marketing	Desain Drawing Ladder Platform Instrument	16-Jun-21
15	Engineering	JBT-00031-Report List Jembatan C-2.4.4	16-Jun-21
16	Engineering	JBT-00031-Welded Beam Jembatan C-2.4 R.0	7-Jun-21
17	Engineering	Welded jembatan C 2.4 R.1	8-Jun-21
18	Marketing	SPK S-KUM-00027-VI-2021 JPO Manggarai Pipe Support PT NCK	16-Jun-21
19	PPIC	MTO conveyor TLS-5 R.18	16-Jun-21
20	PPIC	MTO Incenerator R.5	16-Jun-21
21	PPIC	JBT-00031-MTO Jembatan C-2.4 R.0	8-Jun-21
22	PPIC	JBT-00031-MTO Jembatan C-2.4 R.1	16-Jun-21
23	Engineering	KUM-00015-Report List Limestone - Palu3 R.0	17-Jun-21
24	Marketing	Design Drawing Buchket Wheel Structure	17-Jun-21
25	Marketing	Design Drawing Buchket Wheel Structure	18-Jun-21
26	Engineering	report Palet Pipe Sleeve.	15-Jun-21
27	Marketing	SPK No S-JBT-00037-VI-2021 PT. Wiratama Globalindo Jaya	21-Jun-21
28	Engineering	KUM-00015-Report List Fire Station & Fire Pump Shelter-Palu3 R.1	21-Jun-21
29	Engineering	Cutting Plan Limestone -Palu3 R.0	17-Jun-21
30	Engineering	KUM-00015-Report List Fire Station & Fire Pump Shelter-Palu3 R.0	14-Jun-21
31	Engineering	KUM-00015-Report List Workshop & Warehouse-Palu3 R.1	21-Jun-21
32	PPIC	MTO Linkset Jembatan B-60	22-Jun-21
33	PPIC	MTO Jembatan AG-20S	22-Jun-21
34	Marketing	Design Drawing Buchket Wheel Structure	22-Jun-21
35	Marketing	Design Drawing Continuous Ship Unloader Shop Drawing and Document	22-Jun-21
36	Marketing	SPK No C-KUM-00028-VI-2021 PT. Nindya Karya (persero) Tbk	23-Jun-21
37	Marketing	SPK No S-JBT-00038-VI-2021 PT. Wiratama Globalindo Jaya	23-Jun-21
38	Marketing	SPK No S-JBT-00039-VI-2021 PT.	23-Jun-21

No	Department	No	Date
		Wiratama Globalindo Jaya	
39	Engineering	JBT-00035-Cutting Plan Linkset Jembatan B-60 R.0	23-Jun-21
40	Engineering	JBT-00036-Cutting Plan Jembatan AG- 20S R.0	23-Jun-21
41	PPIC	MTO Palu-3 Wika R. 4	24-Jun-21
42	Marketing	SPK S-JBT-00042-VI-2021 Jembatan BG25 PT. Wiratama Globalindo Jay	24-Jun-21
43	Marketing	Desain Drawing Ladder Platform Service Air Server	24-Jun-21
44	Marketing	Desain Drawing Ladder Platform Ammonia Tank	24-Jun-21
45	Marketing	Desain Drawing Ladder Platform Condensate Holding Storage Tank	24-Jun-21
46	Marketing	SPK S-PJL-00057-VI-2021 PT. Wiratama Globalindo Jaya	24-Jun-21
47	Marketing	SPK S-JBT-00041-VI-2021 PT. Wiratama Globalindo Jaya	24-Jun-21
48	Marketing	SPK S-JBT-00043-VI-2021 PT. Wiratama Globalindo Jaya	24-Jun-21
49	Marketing	SPK S-PJL-00059-VI-2021 PT. Wiratama Globalindo Jaya	25-Jun-21
50	Engineering	KUM-00018-Report List Reclaimer-L15-Bucket R.0	3-Jun-21
51	Engineering	KUM-00018-Report List Reclaimer-L16-Central Transfer and Stockyard C	3-Jun-21
52	Engineering	KUM-00018-Report List Reclaimer-Tripper and Upper R.4	3-Jun-21
53	Engineering	KUM-00018-Report List Reclaimer-Tripper Tail R.0	3-Jun-21
54	Engineering	KUM-00018-Report List Reclaimer-Tripper and Upper R.3	2-Jun-21
55	PPIC	MTO Reclaimer R.6	10-Jun-21
56	PPIC	MTO Reclaimer R.7	16-Jun-21
57	PPIC	MTO Reclaimer R.8	18-Jun-21
58	PPIC	MTO Reclaimer R.9	25-Jun-21
59	Marketing	Design Drawing Continuous Ship Unloader Shop Drawing and Document	26-Jun-21
60	Marketing	R.1 SPK No S-JBT-00037-VI-2021 PT. Wiratama Globalindo Jaya	23-Jun-21
61	Marketing	R.2 SPK No S-JBT-00037-VI-2021 PT. Wiratama Globalindo Jaya	28-Jun-21
62	Marketing	SPK S-KUM-00029-VI-2021 PT WJAYA KARYA Add Palu 3	28-Jun-21
63	Marketing	SPK No S-JBT-00040-VI-2021 PT. Wiratama Globalindo Jaya	28-Jun-21
64	Engineering	KUM-00024-Report List Anchor Plate IKPT R.1	7-Jun-21
65	Engineering	KUM-00025-Report List Anchor Plate R.1	7-Jun-21
66	Engineering	KUM-00025-Report List Anchor Plate R.2	28-Jun-21
67	Engineering	report list coal crushing R.5	4-Jun-21
68	PPIC	MTO Jembatan CG-12 R.0	29-Jun-21
69	PPIC	MTO Jembatan BG-12 R.0	29-Jun-21
70	PPIC	MTO Platform, Ladder and Handrail IKPT R.2	29-Jun-21
71	Marketing	SPK S-PJL-00056-VI-2021 PT WGJ Pekerjaan Kolom SPBU	24-Jun-21
72	PPIC	MTO RDMP RU-V R.6	30-Jun-21
73	PPIC	MTO Platform, Ladder and Handrail IKPT R.3	30-Jun-21

No	Department	No	Date
74	PPIC	MTO Add. Local Platform R.3	30-Jun-21
75	PPIC	MTO Jembatan BG-30 R.0	29-Jun-21
76	PPIC	MTO Jembatan BG-30 R.1	30-Jun-21
77	PPIC	MTO Jembatan BG-12 R.1	30-Jun-21
78	PPIC	MTO Jembatan BG-12 R.1	30-Jun-21

1. Pre-processing stage, at this stage the data will be pre-processed to get the data needed to form calculations. The data obtained is the date of the archive, the number of records and the number of departments.

TABLE III. PRE PROCESSING

No	Archive Date	Number of Archives	Number of Departments
1	2-Jun-21	1	1
2	3-Jun-21	4	1
3	4-Jun-21	1	1
4	7-Jun-21	3	1
5	8-Jun-21	2	2
6	10-Jun-21	1	1
7	14-Jun-21	4	3
8	15-Jun-21	8	3
9	16-Jun-21	10	3
10	17-Jun-21	3	2
11	18-Jun-21	2	2
12	21-Jun-21	3	3
13	22-Jun-21	4	1
14	23-Jun-21	6	3
15	24-Jun-21	9	2
16	25-Jun-21	2	2
17	26-Jun-21	1	1
18	28-Jun-21	4	3
19	29-Jun-21	4	1
20	30-Jun-21	6	1

2. The stages in determining the centroid randomly, so here will be a calculation to identify the nearest centroid of an object. Three sample samples for the calculation process in determining the centroid value. The following is sample data:

TABLE IV. CLUSTER CENTER

Amount	Central Cluster	Clusters (Random)
C1	3-Jun-21	4 1
C2	16-Jun-21	10 3
C3	30-Jun-21	6 1

At this stage, the data will be calculated in centroids, to determine the distance in each cluster. The following is a table for calculating the closest distance to each cluster

$$d(x,y) = \sqrt{\sum_{i=1}^n (y_i - x_i)^2}$$

a. C1

$$d(b_1, c_1) = \sqrt{(x_1 - c_1)^2 + (y_1 - c_1)^2} = \sqrt{(1-4)^2 + (1-1)^2}$$

$$= \sqrt{3^2 + 0}$$

$$= \sqrt{9}$$

$$= 3$$

b. C2

$$d(b_1, c_2) = \sqrt{(x_1 - c_2)^2 + (y_1 - c_2)^2} = \sqrt{(1-10)^2 + (1-3)^2}$$

$$= \sqrt{(-9)^2 + (-2)^2}$$

$$= \sqrt{81 + 4}$$

$$= \sqrt{85}$$

$$= 9.21954446$$

c. C3

$$d(b_1, c_3) = \sqrt{(x_1 - c_3)^2 + (y_1 - c_3)^2} = \sqrt{(1-30)^2 + (1-1)^2}$$

$$= \sqrt{(-5)^2 + 0}$$

$$= \sqrt{25}$$

$$= 5$$

TABLE V. CLUSTER RESULTS

Archive Center	C1	C2	C3
Date	3-Jun-21	16-Jun-21	30-Jun-21
2-Jun-21	3	9.219544457	5
3-Jun-21	0	6.32455532	2
4-Jun-21	3	9.219544457	5
7-Jun-21	1	7.280109889	3
8-Jun-21	2.236067977	8.062257748	4.123105626
10-Jun-21	3	9.219544457	5
14-Jun-21	2	6	2.828427125
15-Jun-21	4.472135955	2	2.828427125
16-Jun-21	6.32455532	0	4.472135955
17-Jun-21	1.414213562	7.071067812	3.16227766
18-Jun-21	2.236067977	8.062257748	4.123105626
21-Jun-21	2.236067977	7	3.605551275
22-Jun-21	0	6.32455532	2
23-Jun-21	2.828427125	4	2
24-Jun-21	5.099019514	1.414213562	3.16227766
25-Jun-21	2.236067977	8.062257748	4.123105626
26-Jun-21	3	9.219544457	5
28-Jun-21	2	6	2.828427125
29-Jun-21	0	6.32455532	2
30-Jun-21	2	4.472135955	0

3. The stage in this step determines the grouping of the clusters by determining the value of the closest distance from each cluster. There are values such as  $d(b1,c1)$  and  $d(b1,c2) > d(b1,c2)$  then the closest distance will be C2. The following is a table of each grouping against each cluster:

TABLE VI. RESULTS OF CLUSTER GROUPING

Archive Center	Shortest Distance
Date	
2-Jun-21	C1
3-Jun-21	C1
4-Jun-21	C1
7-Jun-21	C1
8-Jun-21	C1
10-Jun-21	C1
14-Jun-21	C1
15-Jun-21	C2
16-Jun-21	C2
17-Jun-21	C1
18-Jun-21	C1
21-Jun-21	C1
22-Jun-21	C1
23-Jun-21	C3
24-Jun-21	C2
25-Jun-21	C1
26-Jun-21	C1
28-Jun-21	C1
29-Jun-21	C1
30-Jun-21	C3

4. The stage in this step will create a new cluster to get the smallest data, the calculation is done by using a way to find minimum value and the value of the square of the smallest value. The following is the formula for finding the minimum distance value in the cluster:

$$d_{euclidean}(x, y) = \sum_{i=1}^n (x_i - y_i)^2$$

$$a. \min(C1, C2, C3)$$

$$\min(3:9.2129544457:5)$$

$$= 3$$

5. The steps in the next step are to determine the ratio between the tween cluster variation (BVC) and within cluster variation (WCV) quantities.

8

$$BCV = \text{cluster 1 to cluster 2} + \text{cluster 1 to cluster 3} + \text{cluster 2 to cluster 3}$$

$$BCV \text{ value} = d(m1,m2) + d(m1,m3) + d(m2,m3)$$

$$= 6.32455532+2+4.472135955$$

$$= 12.79669128$$

Meanwhile, to find out the WCV, that is by squaring the calculation results in each cluster.

$$WCV = \min(C1,C2,C3)$$

$$= \min(3:9.2129544457:5)$$

$$= (3)^2 = 9$$

TABLE VII. WCV CALCULATION RESULTS

3	9
0	0
3	9
1	1
2.236067977	5
3	9
2	4
2	4
0	0
1.414213562	2
2.236067977	5
2.236067977	5
0	0
2	4
1.414213562	2
2.236067977	5
3	9
2	4
0	0
0	0
WCV	77

7. At this stage is to add the BCV and WCV to find the ratio. The ratio is the result of the calculation conclusion from the data that has been processed. The ratio is  $BCV/WCV$

$$R = 12.79669128/77 \quad R = 0.166190796$$

After the result of the ratio are known, in the calculation process to find the average value of the data that has been grouped, it is known that the average data of the departments that often carry out the archive process is as shown in the table below:

$$\text{Department} = \frac{1+4+1+3+2+1+4+3+2+3+4+2+1+4+4}{20}$$

TABLE VIII. RESULTS OF THE AVERAGE SCORE

	C1	C2	C3		
2-Jun-21	1	1			
3-Jun-21	4	1			
4-Jun-21	1	1			
7-Jun-21	3	1			
8-Jun-21	2	2			
10-Jun-21	1	1			
14-Jun-21	4	3			
15-Jun-21		1	1		
16-Jun-21		1	1		
17-Jun-21	3	2			
18-Jun-21	2	2			
21-Jun-21	3	3			
23-Jun-21	4	1			
23-Jun-21				1	1
24-Jun-21		1	1		
25-Jun-21	2	2			
26-Jun-21	1	1			
28-Jun-21	4	3			
29-Jun-21	4	1			
30-Jun-21				1	1
	2.6	1.66666667	1	1	1

### III. CONCLUSIONS

The design of this e-archive information system will facilitate the process of digitally storing archives on the other hand, streamlining the use of archives or space. The k-means algorithm method helps the process of grouping (clustering) archive documents to be done faster. It is hoped that in the future there will be regular maintenance or maintenance of system applications as well as backing up data to avoid damage to the database.

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