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DIGITAL FOOTPRINTS AS PERSONAL ARCHIVES: ANALYSIS OF AWARENESS IN MANAGING DIGITAL FOOTPRINTS AS PERSONAL ARCHIVES AMONG VOCATIONAL STUDENTS OF UNIVERSITAS INDONESIA

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ABSTRACT

The rapid advancement of technology in the era of Society 5.0 has transformed various aspects of human life, integrating digital systems into daily activities and communication. This transformation resulted in a massive dissemination of personal information online in the digital sphere, forming what is recognized as digital footprints. However, despite the conveniences of digitalization, individuals might face significant risks of data misuse by unauthorized parties due to how vast the digital system is. This case might occur if one lacks awareness and conducts inadequate management of personal data. National surveys in Indonesia by CfDS UGM revealed that while most internet users claim to understand personal data, only few can accurately identify and manage it effectively. This study aims to analyze the level of awareness and understanding of digital footprint management as personal archives among the academic community of Vocational Education, Universitas Indonesia using a mixed-methods approach. Grounded in José Van Dijck's (2007) mediated memory theory, this study conceptualizes digital footprints as personal archives that represent individual memory in the digital sphere. This research seeks to highlight the importance of archival science beyond institutional contexts and promoting its application to individuals. This article is expected to provide theoretical insights within archival science and digital information studies, and also as practical strategies to enhance digital literacy and personal data protection.

Keywords: *Personal Archives, Digital Footprint, Digital Literacy, Personal Management, Information Management.*

ABSTRAK

Pesatnya perkembangan teknologi di era Masyarakat 5.0 telah mentransformasi berbagai aspek kehidupan manusia, mengintegrasikan sistem digital ke dalam aktivitas dan komunikasi sehari-hari. Transformasi ini mengakibatkan penyebaran informasi pribadi secara masif secara daring di ranah digital, membentuk apa yang dikenal sebagai jejak digital. Namun, terlepas dari kemudahan digitalisasi, individu mungkin menghadapi risiko penyalahgunaan data yang signifikan oleh pihak yang tidak berwenang karena luasnya sistem digital. Hal ini dapat terjadi jika seseorang kurang sadar dan melakukan pengelolaan data pribadi yang tidak memadai. Survei nasional di Indonesia oleh CfDS UGM mengungkapkan bahwa meskipun sebagian besar pengguna internet mengaku memahami data pribadi, hanya sedikit yang dapat mengidentifikasi dan mengelolanya secara akurat dan efektif. Penelitian ini bertujuan untuk menganalisis tingkat kesadaran dan pemahaman pengelolaan jejak digital sebagai arsip pribadi di kalangan civitas akademika Pendidikan Vokasi, Universitas Indonesia, dengan menggunakan pendekatan metode campuran. Berlandaskan teori memori termediasi José Van Dijck (2007), penelitian ini mengonseptualisasikan jejak digital sebagai arsip pribadi yang merepresentasikan memori individu dalam ranah digital. Penelitian ini bertujuan untuk menyoroti pentingnya ilmu kearsipan di luar konteks institusional dan mendorong penerapannya pada individu. Artikel ini diharapkan dapat memberikan wawasan teoretis dalam ilmu kearsipan dan studi informasi digital, serta strategi praktis untuk meningkatkan literasi digital dan perlindungan data pribadi.

Kata Kunci: Arsip Pribadi, Jejak Digital, Literasi Digital, Manajemen Pribadi, Manajemen Informasi.

INTRODUCTION

Human civilization continues to advance over time, encompassing both cultural and technological progress. Humanity has now entered the era of Society 5.0, where technology no longer functions merely as a supporting tool but becomes a part of human life itself. Modernization across all sectors and the massive wave of digitalization are responses to the demands of times, digital technology has permeated every aspect of human existence. Current society no longer faces difficulties in communicating across great distances, reading or purchasing physical books or newspapers, or even conducting trade in fixed locations and at specific times; all of these activities have been simplified by digital innovation. In this digital era, communication can take place online via telecommunication platforms; job opportunities have expanded on digital-based fields; financial transactions and shoppings can be performed conveniently

and easily online; and activities such as saving money or gold can also be managed digitally. The ease of technology has rendered human life more effective and efficient.

A survey conducted by the Asosiasi Penyelenggara Jasa Internet Indonesia (APJII) or Indonesian Internet Service Providers Association revealed that, as of 2025, the number of internet users in Indonesia had reached 229 million out of a total population of 284 million. This indicates that 80.6% of Indonesia's population are actively utilizing digital technology for a variety of purposes including education, work, business, and entertainment. In fact, nearly all human activities are now encompassed within the digital realm.

Within the digital realm, information flows freely. Every activity conducted in digital spaces produces various forms of information that collectively shape an individual's digital footprint. The use of digital applications and specific websites inevitably involves the disclosure of personal information—through social media, online shopping, or mobile banking applications. This information constitutes digital traces, which then serve as the individual's memory that forms archives—both personal and collective—aligning with the definition of archives stated in Undang-Undang Republik Indonesia No. 43 of 2009 about Archiving.

The concept of digital footprints as personal archives aligns with José Van Dijck's (2007) mediated memory theory, which posits that digital platforms have become new mediums for the formation and storage of individual memory.

Therefore, it is essential for individuals to understand and be aware of the structure and management of digital information. Personal information represents one's identity; therefore, it must be properly and responsibly managed. The rapid and widespread nature of digital technology carries inherent risks when mismanaged, like the misuse of personal data. When such data is exploited, an individual's identity can be tarnished, leading to long-term consequences such as impersonation, manipulation, fraud, and digital asset theft.

According to Undang-Undang Republik Indonesia No. 27 of 2022 about Personal Data Protection, a Personal Data Controller refers to any **individual**, public body, or international organization that independently or jointly determines the purposes and exercises control over data processing. Every person, whether individually or collectively, bears

responsibility for safeguarding their own personal data.

However, many Indonesians still lack comprehensive understanding of what constitutes personal data. CfDS UGM survey (2025) found that while 98.9% of respondents claimed to understand the concept of personal data, only 18.4% (441 out of 2,401 respondents) were able to accurately identify which information qualified as personal data. This low level of digital literacy increases vulnerability to cybercrime, because limited public awareness enhances the possibility of irresponsible parties to exploit such weaknesses for personal gain.

Moreover, a significant portion of the population also fails to grasp the urgency of managing personal data. Field data shows that public awareness regarding the importance of managing personal information remains low. A survey by APJII claimed that 23.90% of respondents admitted to providing personal data to access random promotional content or discounts, while 16.45% did so to participate in giveaways or prize events. The survey was conducted with 8,700 respondents. This result is adequately apprehensive.

The purpose of this study is to assess the level of public awareness concerning the importance of personal data management and digital literacy, particularly within the academic community of Vocational Education at Universitas Indonesia. This research also aims to demonstrate that archival science—especially in the context of information management—is not only relevant for the institutions and organizations, but should also be applied to the individuals. Furthermore, this study is expected to provide practical contributions to the eyes of the public in the form of strategic and educational recommendations, as well as theoretical contributions by enriching academic discourse on the intersection between archival science and digital information studies.

LITERATURE REVIEW

Digital Footprint and the Datafied Society

The journal titled “Digital Footprint: The Fundamentals of Communication and Privacy on Social Media” explains that a digital footprint is defined as information intentionally uploaded by an individual to the virtual world. This footprint serves as evidence of a person’s existence in cyberspace and may be utilized for various purposes, both personal and institutional.

According to Feli Sulianta (2025), digital footprints are categorized into two types: active digital footprints and passive

digital footprints.

1. Active Digital Footprints
   Active digital footprints refer to data that are consciously created and shared by users on the internet. Examples include social media posts, responses or comments on online forums, and information filled in digital forms.
2. Passive Digital Footprints
   Passive digital footprints, on the other hand, consist of information collected automatically without the user's knowledge or explicit consent. Such data are typically gathered by websites, applications, or online services through cookies, IP tracking, or similar technologies. A common example of a passive digital footprint is the data collected by search engines such as Google. In the context of archiving, both forms of footprints can serve as personal archives that represent an individual's life in the digital realm.

The concept of the digital footprint encapsulates human information within digital systems, it's a phenomenon referred to as the *datafied self*. As described in Sustainability Directory (2025), the datafied self is "the translation of human life into digital data, shaping our identity, choices, and interaction with the world."

Though it is considered modern and future-oriented, Shoshana Zuboff (2019) highlights the flaw in the digitized information system on *"The Age of Surveillance Capitalism: The Fight for a Human Future at the New Frontier of Power."* She introduces "Surveillance Capitalism" which describes how major tech companies exploit personal data to predict and influence human behavior, raising significant concerns about privacy, autonomy, and democracy. This statement is supported by Elizabeth Yale (2015) on *"The History of Archives: The State of Discipline"* she described that archives are never neutral; therefore, it is important to maintain provenance.

Personal Archives and Digital Curation

According to Undang-Undang No. 43 of 2009 about Archiving, "archive is a record of activities or events in various forms and media, in accordance with the development of information and communication technology, created and received by state institutions, regional governments, educational institutions, corporations, political organizations, community organizations, and **individuals** in the conduct of social, national, and state affairs." The term "individuals" means that archives are not limited only to institutions,

but also individuals.

Catherine Hobbs, in her article “The Character of Personal Archives: Reflections on the Value of Records of Individuals,” stated that personal archives do not consist solely of the outcomes of business or formal activities, but also include records of daily activities and individual’s personal interactions with others. In the digital context, personal archives are not limited to physical documents converted into digital formats; they also encompass the entirety of an individual’s digital footprint created in the digital realm.

An article titled “Evidence of Me” by Sue Mckemmish (1996) explained the nature of humans in recordkeeping; it is presented as a way to prove our existence, document our activities, and define our identity and relationships. It's a "kind of witnessing" to people’s own lives. Mckemmish mentioned the “Why” behind personal records:

1. To Create a Narrative
   An individual creates a personal record by building a continuous "narrative of the self" (a concept from sociologist Anthony Giddens).
2. To Seek Immortality
   The nature of human beings is wanting to be seen. personal archive presents as a "small plea for non-extinction" and a "life beyond life."
3. To Evidence Relationships
   Letters, in particular, are described as the "fossils of feeling" that fix relationships in time.
4. To Control a Legacy
   Individuals can control their legacy by the act of destroying records. It is a way to control how one is remembered.

When archives are present, there appears the need to curate. There exists the need for digital curation, an act to control personal data. In the individual sphere, this could be done by conducting Personal Information Management (PIM). PIM refers to the practice and the study of the activities a person performs in order to acquire or create, store, organize, maintain, retrieve, use, and distribute information in each of its many forms (paper and digital, in e-mails, files, Web pages, text messages, tweets, posts, etc.) as needed to meet life's many goals (everyday and long-term, work-related and not) and to fulfill life's many roles and responsibilities (as parent, spouse, friend, employee, member of community, etc.) (*Personal Information Management*, 2007).

PIM activities are an effort to establish, use, and maintain a mapping between information and need. Activities of

finding (and re-finding) move from a current need toward information while activities of keeping move from encountered information toward anticipated need. Meta-level activities such as maintaining, organizing, and managing the flow of information focus on the mapping itself. Tools and techniques of PIM can promote information integration with benefits for each kind of PIM activity and across the life cycle of personal information. Understanding how best to accomplish this integration without inadvertently creating problems along the way is a key challenge of PIM.

This act of managing doesn't stand invincible. Some professionals and published research and books highlight the significant challenges individuals face in curating their personal digital archives, moving beyond mere storage to active, long-term management. These challenges create a gap between the desire to preserve digital memories and documents with the practical ability to do so effectively.

1. Digital Obsolescence

   Mali and Desmukh (2025) mentioned the integrity and accessibility of digital files are perpetually threatened by the rapid pace of technological change. File formats, the software required to open them, and the hardware on which they are stored can become obsolete in a matter of years, rendering personal digital artifacts unreadable. This creates a "preservation paradox," where the very act of saving a file does not guarantee its future usability, a challenge institutional archives manage through formalized migration and emulation strategies that are largely inaccessible to the average individual.

2. Volume and Scale

   The sheer volume of digital material generated by individuals presents a fundamental appraisal and management challenge. The low cost of digital storage encourages a "save everything" approach, leading to vast, undifferentiated collections of personal data (Whittaker, 2011). This data deluge makes it practically difficult for individuals to manually organize, appraise, and select items of enduring value, a core archival function that becomes overwhelming without clear strategies or tools.

3. Digital Literacy

   The most fundamental challenge is a gap in digital preservation literacy. Digital literacy is distinct from computer literacy

(focused on software and stand-alone computers) and digital skills (practical abilities to use devices). While many users are proficient in creating and consuming digital content, there is widespread unfamiliarity with the concepts necessary for its long-term stewardship, such as format sustainability, metadata, and backup strategies (Gomathy, 2019).

Gomathy also mentioned three levels of digital literacy:

- Level 1: Digital Competence: knowing basic skills, concepts, and attitudes.
- Level 2: Digital Usage: application within a professional or disciplinary context.
- Level 3: Digital Transformation: using technology for innovation, creativity, and transformation

Archival Science and Its Core Principles

The management of archives, as codified in Undang-Undang No. 43 of 2009 about Archiving, extends beyond the physical object to encompass the entire lifecycle of records. The law implicitly acknowledges core archival functions such as appraisal, arrangement and description, and preservation.

- Appraisal: the selection of records for their enduring value.
- Arrangement and description: a standard of classifications establishing intellectual control.
- Preservation: an act to ensuring long-term accessibility

This conceptualization aligns with the evolution in international archival thought, which has significantly broadened the scope of preservation. As articulated by renowned archival theorist Terry Cook, modern preservation is no longer confined to the physical or technical safeguarding of a record's medium. Instead, it has evolved into a holistic concept of preserving the record's essential character and authenticity over time. This involves the active and continuous management of the record's context, provenance, and functional relationships—what Cook and others refer to as its "archival bond."

In the digital realm, this principle becomes paramount; preserving a digital file's bits is futile without simultaneously preserving the metadata, software, and contextual information necessary to render it meaningful and trustworthy as evidence. Thus, the legal mandate of Indonesian law and contemporary archival theory converge on a critical point: effective preservation is a strategic, ongoing process of management that protects not just the physical carrier, but the very integrity, identity, and meaning of

the archive itself.

Connecting the Disciplines

While scholars like C. K. Gomathy have thoroughly documented the scale and corporate capture of the digital footprint, and researchers like Steve Whittaker have outlined the practical challenges individuals face in curating their personal digital assets, a clear disconnect remains. The literature on digital footprints often frames the individual as a subject of data collection, while the literature on personal archives frames the individual as a curator. Few studies have attempted to bridge this conceptual divide. This study proposes that the framework of archival science, specifically its core principles of appraisal, arrangement, and preservation, can provide this necessary bridge, reframing the individual from a passive data subject into an empowered self-archivist.

RESEARCH METHOD

This study employs a mixed-methods approach, integrating both quantitative and qualitative research methods. The quantitative method is used to measure the respondents' level of understanding, attitudes, and behaviors toward digital footprint management through the distribution of an online questionnaire, while the qualitative method is employed to explore respondents' perspectives and experiences in greater depth through interviews. By combining these two approaches, the research findings are expected to be more accurate, comprehensive, and realistic, thereby providing a holistic understanding of digital footprints as a form of personal archives whose existence is often overlooked.

Quantitative data collection was conducted from November 7 to 9, 2025, through an online questionnaire distributed via the Google Form platform. The research instrument was designed using a five-point Likert scale, namely: 1 (strongly disagree), 2 (disagree), 3 (neutral), 4 (agree), and 5 (strongly agree). The questionnaire consisted of 16 items divided into three main categories, aimed at measuring the respondents' knowledge, awareness, and actions in managing their digital footprints as personal archives. The respondents comprised 113 students from the Vocational Education Program, Universitas Indonesia.

On the other hand, qualitative data collection was conducted on 20 November 2025, through in-person interviews within the Vocational Education environment at Universitas Indonesia. These three respondents are selected randomly, consisting of students from the Vocational Education Program at Universitas

Indonesia. The purpose of the interviews was to gain a deeper understanding of the respondents' perspectives and experiences in managing digital footprints as personal archives. The qualitative data were used to complement the quantitative findings, thereby providing a more comprehensive depiction of the awareness of digital information management within the academic community.

RESULTS AND DISCUSSION

Questionnaire Result

The majority of respondents indicated a relatively high level of dependence on internet usage among the vocational students, with an average daily use of more than six hours (64.3%). No respondents admitted using the internet for less than three hours per day. Regarding the aspect of social media application usage, respondents demonstrated a neutral tendency, as the majority (41.1%) reported using four to five social media applications, while only 23.2% used more than five applications.

Here, the author presents the questionnaire results using pie charts to facilitate readers' interpretation of the collected data. The pie charts are divided into six sections, corresponding to the research aspects regarding digital footprints as personal archivees.

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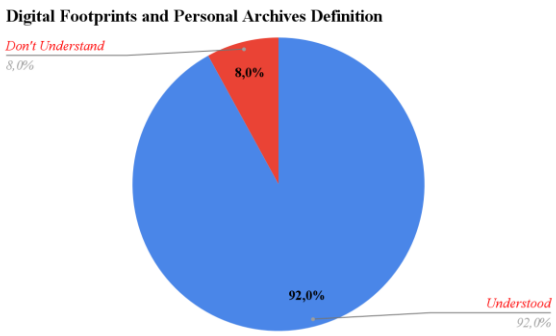

Diagram 1. Basic Knowledge.

Based on the diagram above, 92% of respondents have a sufficient understanding of digital data and digital archives. Meanwhile, the rest 8% of respondents stated they had only little understanding. This indicates the majority of respondents admitted to have sufficient knowledge regarding digital data and archives.

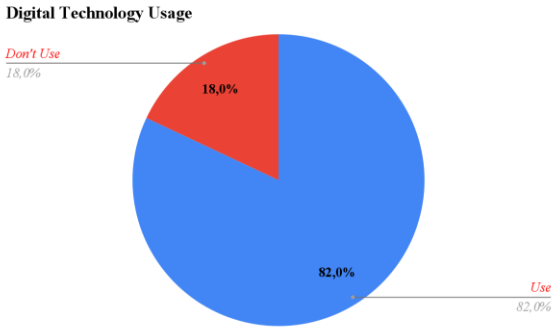

Diagram 2. Digital Technology Usage.

This diagram shows 82% of respondents have been using digital technology to manage their personal data frequently. Meanwhile, 18% of respondents do not use digital technology to preserve their personal data. This indicates that most respondents are quite reliant on digital

technology for personal data management, for instance, storing personal data in applications like the cloud, Google Drive, etc.

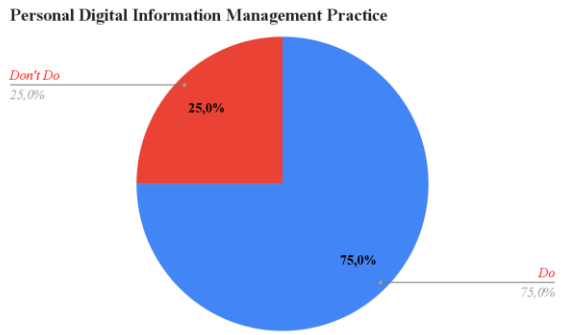

Diagram 3. Basic Information Management Practice.

Based on the diagram above, 75% of respondents have implemented basic digital management practices, while the other 25% have not. This indicates that a significant number of respondents are already applying simple digital management practices using provided features by existing services.

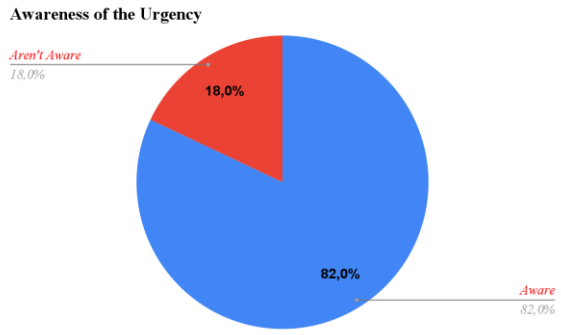

Diagram 4. Awareness of the Urgency.

According to the diagram above, 82% of respondents are aware of the urgency of digital management, while the rest 18% are less aware. This indicates that the majority of respondents are adequately aware that digital footprints within the digital realm are considered personal records that must be maintained properly and wisely.

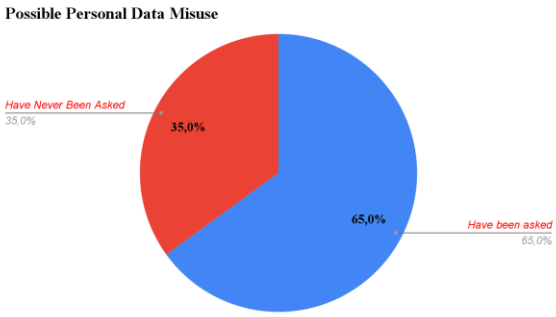

Diagram 5. Possible Personal Data Misuse.

Based on the diagram above, 65% of respondents have been anonymously asked to give their own personal data through social media apps for various reasons by unknown parties. The other 35% have never been asked to give their personal information anonymously. This indicates that a significant amount of respondents' personal data has been recorded in exchange for lucrative offers from other parties.

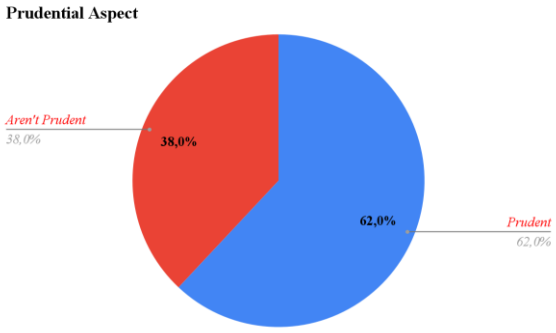

Diagram 6. Prudential Aspect.

Based on the diagram above, it is

known that 62% of respondents are acting carefully in managing their own digital data. Meanwhile, the remaining 38% of respondents are less careful in performing the management. This indicates that even though some respondents have implemented secure digital data management, the public's lack of caution in conducting proper personal information management must be accounted for.

Overall, the results from the six aspects indicate that the academic community at the University of Indonesia Vocational School has a relatively good level of knowledge, awareness, and caution in managing digital footprints as personal records. However, a small number of respondents indicates lack of understanding and practice of secure management. This necessitates increased digital literacy and awareness of personal records within the academic environment.

Interview Result

The conducted interview with three randomly picked students provides a variety of responses regarding practical implementation, yet the core principles generally remain similar.

Table 1

No	Questions	Responses		
		Informant A	Informant B	Informant C
1	How do you define digital footprints and personal archives?	Digital footprint is a post we leave behind publicly in social media that can be viewed at any time. Personal archives are physical or digital data, documents, photos, or videos.	Digital footprint is what we post and do on social media. Personal archives, on the other hand, is information that's limited to us. Perhaps on social media, it's like an archive of stories or feeds on Instagram.	The digital footprint is something we leave to the internet and social media.
2	Where do you usually store your person	Within google drive, clouds, dan social	For vital documents, I store it in Google Drive,	Generally, I store it in iCloud. But

	al digital archives?	media.	normal photos at the handphone's provided gallery, and I do post some things in social media to archive it, like in Instagram and TikTok.	specifically, for old videos which hold memories—as in elementary school's archives—I saved it in Google Drive.
3	Are you aware that every activity on social media left digital footprints? How do you respond to it?	I am very aware, and I am very careful in how I respond to leaving comments or making posts.	Maybe I was half-conscious, because honestly, I—most people are—am like most people who don't read the terms and conditions. So far, I easily believe whenever	Yes. I am aware and it's very important to be aware of it. Why? Because it will definitely impact the platform is popular.
4	In your opinion, why is it important for individuals to manage their	It's crucial because our digital footprint can impact us in the future. Especi	It's very important, of course. If we don't manage it properly, it will certainly make things difficult	So, I'm in the medical department. When there's a negative impact our future. For example, when applying for a job, their digital footprint will be verified, and that will definitely have a significant impact.

	personal information in the digital sphere?	ally when we enter the workforce, our digital footprint will inevitably be seen and tracked.	for us in the future. So, managing personal archives online is crucial because there's one thing that might be needed later, and this is something I just discovered during our conversation.	digital footprint and patients discover it, patients will likely be reluctant to take our service and choose other health care providers.
5	In your perception, what are the possible outcomes when people are not	This is very fatal. If we store or share data without paying much attenti	The information could fall into the hands of irresponsible people, who could misuse our data	It will cause data leaks. When carelessly posting, we post again somewhere
	cautious in preserving, maintaining, and sharing their personal data?	on to it, it could result in data leaks and probable misuse by irresponsible parties.	for terrible things.	which foreigners can track us with, and that is also dangerous for security.
6	Have you ever received phone calls or messages from unknown people that are scams? If you have, why do you think	I've never. But I had once been contacted by an unknown.	Once, an unknown number came in and said, "Congratulations, you've won this." That's it, it's a scam, so I deleted and blocked it.	Yes, I have, and the frequency is like once a month.

	it happened?			
7	In your opinion, how is the optimal method to manage personal information so it does not get lost or be misused in the digital realm?	In my opinion, the way we should do it is by having a personal account that is private for security or a private encrypted file, only we know the password.	In social media, firstly, never post something related to your personal identity. Ensure that any personal information or important phone numbers are not shared when posting.	In my opinion, use the one that is easy for us to access, then the one that we can access and that has been reviewed by many people that is actually good.
8	When using digital storage, what kind of file are you anxious to lose? Why?	Assignment archives, work archives, old photos which hold memories on social media or phone storage. It often makes me very anxious.	My photo file when I don't have the duplication for them, they're so valuable. Now, I'm often afraid of losing my assignment files, so for precaution, I now save them multiple times on all platforms.	Certainly, my childhood pictures, and perhaps a digital account on a social media platform that holds many stories archives, like Instagram.
9	In your opinion, does an individual's awareness influence correlates to the individual's	Yes, because by being aware, we can be more careful about not giving our data to random applic	Yes, it's very relevant. If we don't properly safeguard our personal data, there's a risk of it being leaked to irresponsible and malicious	Yes, it means that the lower the awareness, the greater the possibility of being scammed.

	encounter with frauds or scams?	ations or strangers carelessly. This will reduce our risk of being scammed.	parties.	
10	In your perception, does personal information management socialization within the digital realm is significant for the public?	This is important, because people are likely still unfamiliar with such matters and take them for granted. This education will prevent the public from acting rashly in the future.	Yes, due to the rise in fraud and data misuse, the public must understand how to properly manage personal data/archives. Public awareness and education on this matter are necessary.	Very significant.

Overall, the conducted interviews with three informants indicated that awareness of digital footprints as personal archives has begun to form and ingrained within each individual. However, the necessity to develop through education regarding systematic data management practices still remains. Generally, the informants understood that digital footprints can serve as personal records which impacts reputation, security, and future professional opportunities. However, public awareness and practice regarding this matter still require further development.

Overall Discussion

Both the questionnaire and interview results indicated an equal understanding and awareness regarding digital footprints as unrecognized forms of archives. However, in practice, at least one-third of respondents still demonstrated low level caution in safeguarding digital data. This result is considered better than the past national survey across Indonesia, though.

Based on the interview findings, one

of the factors contributing to this lack of caution is the popularity of certain digital platforms that persuade users to blindly agree to the terms and conditions without actually reading it. This phenomenon occurs because the convenience provided by digital services often lulls users into complacency, leaving them unaware of what happens behind the scenes next. At least two-thirds of respondents reported having been asked to share their personal data by digital services, which in some cases resulted in receiving spam messages, telemarketing calls, or even fraudulent communications. It is difficult to determine the origins of such messages and calls, as data misuse occurs invisibly behind the interface. The risk increases when users engage with multiple digital services without keeping track of the information they have shared.

While the sample of this study is limited in scope, it nevertheless highlights a critical concern: individuals' vigilance in managing their digital footprints still requires significant attention, grounded in the fact that their understanding of digital footprint governance remains incomplete and insufficiently comprehensive.

Thus, it can be concluded that proper personal information management is significant in the digital era and public socialization is necessary in information and archives management. This is certainly closely related to archival management. Awareness is the main foundation before developing responsible social behavior and understanding digital footprints as part of personal archives.

CONCLUSION

This is the era where it's extremely difficult to detach from digital dependence, this dependence inevitably shapes individuals who'll leave behind digital footprints unconsciously. This scattering digital footprints formed as individuals personal archives which conceive of personal information. Based on the results, vocational students at Universitas Indonesia demonstrate significant awareness, utilization, and understanding of digital archives, digital technology, and the concept of digital footprints. It is undeniable that rapid technological advancement has created an environment deeply entrenched in the convenience of digital services. This is reflected in the questionnaire results, which indicate that students' dependence on the internet is relatively high, with a minimum usage of three hours per day and a majority exceeding six hours daily.

The comfort and dependence fostered by digital services have inadvertently contributed to unintentional data breaches. At least two-thirds of respondents reported being

asked for personal data by digital services, some of which resulted in spam messages, unsolicited calls, or fraudulent attempts.

Despite the relatively strong awareness of digital footprints, this awareness has yet to be fully aligned with actual proper practice. Therefore, comprehensive dissemination and education on information and archives management are necessary to minimize negligence in leaving digital traces without knowledge. It will be improper to admit having significant awareness which serves as a firm foundation, yet the practical implementation—which is the core component—remains underdeveloped.

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