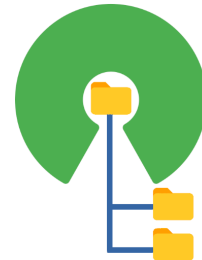


Oct 14, 2025

 Open Archive

DOI

<https://dx.doi.org/10.17504/protocols.io.14egnrjoql5d/v1>



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Protocol Citation: Felipe Ribeiro 2025. Open Archive. protocols.io <https://dx.doi.org/10.17504/protocols.io.14egnrjoql5d/v1>



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Protocol status: Working

We use this protocol and it's working

Created: October 14, 2025

Last Modified: October 14, 2025

Protocol Integer ID: 229699

Keywords: Archive, Archivology, Biblioteconomy, Library Information Science (LIS), File System, open archive open archive management, archivologic biblioteconomic library information science, application of open source technology, open source technology, world wide web constortium, li, organization of file, web, file, unesco, internet standard, ontology, organization, international association for ontology, application, international institute, library, world wide web, wide web

Abstract

Open Archive Management is the application of open source technologies and archivologic biblioteconomic library information science (LIS) to the organization of files in any size and degree of complexity. It was developed through decades working with the World Wide Web Constortium (W3C) which develops the internet standards and the International Association for Ontology and its Applications (IAOA) to be compiled for my works with the United Nations Education Science Culture Organization (UNESCO) International Institute for Educational Planning (IIEP).

Guidelines

Follow each step under rule of law (RoL), preferably in collaborative open governance.

Materials

Collection of, virtual or physical, documents or artifacts.



Safety warnings

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Ethics statement

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Before start

Files Names are to be organized in the following way to improve their [human readability](#), [accessibility](#), and [self-explanation](#):

Historical Files Name: Year.Month. Name of The File - Author of the File.[filetype](#)

Historical Files Example: 2025.10. Open Archive - Felipe Ribeiro.odt

Hierarchical Files Name: Number. Name of the File - Author of the File.[filetype](#)

Hierarchical Files Example: 1. Open Archive - Felipe Riberio.odt



Open Archive Development

- 1 **Open Archive: Archivologic library information science (LIS) file management.**

Protocol



NAME

Rule of Law Open Science (RoLOS)

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- 2 **Open File System: Information retrieval (IR) library classification method document classification open standard.**

- 3 **Open Access: File system permissions access-control list (ACL).**

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- 4 **Open Storage: Collections management warehouse and data warehouse (DW) computer storage open infra.**

- 5 **Open Metadata: Open data metadata registry.**



- 6 **Open Files:** Open file format semantic web compliant ontology controlled vocabulary file naming.
- 7 **Open Directory:** Directory file structure taxonomy.

Open Directory Structure

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Expected result

Folders and Files being ordered by the year and month dates or hierarchy numbers in front of their name allow for their better organization. I propose the following **data structure alignment**:

1. Personal:

1.1. Documents: Birth certificate, identity register, passport, driver's license, electoral title, healthcare card, military register, professional union registers, etc.

1.2. Credentials: Individual certificates.

1.2.1. Clearance: Background checks, criminal records, debts assessment, legal duties to fulfill assessments, sociopsychological capacities assessments, signed ethical pledges, conflicts of interest disclosures, languages assessment, technical proficiency assessment, etc.

1.2.2. Degrees: Documents from pre-school, primary school, childhood courses, high school, adolescence courses, and undergraduate degrees.

1.2.3. Post-Graduations: Master of arts (M.A.), master of science (M.S.), master of education (M.Ed.), master of divinity (M.Div.), doctorate (Dr.), post-honoris doctor (Ph.D), and other strictu sensu graduations diplomas and track-records with their due credits table.

1.2.4. Specializations: Accredited lato sensu diplomas and historical track records with their due credits table.

1.2.5. Experience: Proofs of Works like previous contracts and official documents.

1.2.6. Recognitions: Condecorations, doctor honoris causa (D.H.C.) Awards, badges, grants, etc.

1.2.7. Recommendations: Personal and institutional endorsement.

1.3. Legal: Preferably secured ledgers under encryption.

1.3.1. Accounting: Monthly balance budget along its due payments bills.

1.3.2. Contracts: Hiring, marriage certificate, personal insurances, job arrangements, work contracts, and other legal documents.

1.3.3. Audit: Reports, litigations, and other legal cases.

1.4. Medical: Vaccines card, previous conditions diagnosis, emergency treatment necessities documents, and other official documents.

1.5. Interface: Personalization for the computer operational system (OS) itself.

1.5.1. Fonts

1.5.2. Wallpapers

1.5.3. Multimedia: Icons, sounds, animations, etc.

1.6. Websites: With at least one biographical personal page.

1.7. Letters.

2. Institutions: With one folder for each institution one works with.

3. Research: With one folder for each project and subject one studies to organize all external images, audio, and video.

4. Writings: Publications, academic papers, news articles, magazine texts, web log (blog) hypertexts, etc.

5. Projects: Non-institutional projects, like forked GitHub repositories.

6. Heritage: Self produced artworks, products, and their due provenance certifications.

7. Reports: Memorial video-photographic folders ordered historically,