

ABS GROUP

Mangement Information System

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Management:

Management is usually defined as planning, directing and controlling the business operations.

Management is the process of allocating and organizing input including human and economic resources by planning, organizing, directing and controlling for the purpose of producing goods or services desired by customers so that organizational objectives are accomplished.

Level of Management:

According to the expert there are three types of level of management:

1. Top Level Management
2. Middle Level Management
3. Low Level or Operative Management

1. Top Level Management:

Top level management consists of board of directors, managing directors or executive committee members.

Objectives:

- Setting key objectives, policies and identifying factors essential for the development of the organization.
- Making appointments to the top position of the organization such as managers department heads etc.
- Reviewing the work of different personnel in various levels.

2. Middle Level Management:

Middle level management consists of managers of various departments such as productions, sales, marketing, resource, finance etc.

Objectives:

- Follow the rules and policies formulated by the top level management.
- Motivating personnel for higher productivity.
- Collecting detail analysis reports from the various departments.
- Mutual understanding with other departments in the organization.
- Recommendations to the top level management.

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3. Low Level Management:

Low level management consist of supervisors, daily workers etc. Follow the rules and guidelines made out by the top level authentic of the organization.

Fundamentals of Informational System

What is a System?

A System is a group of interrelated components working together toward a common goal by accepting inputs and producing outputs in an organized transformation process.

Concept of a System:-

The concepts of a system are Technology, Application, Development and Management.

a. Technology.

Computer networks are systems of information processing components that are a variety of hardware, software and telecommunication technology.

b. Application.

That electronic business and commerce application involves interconnected business information system.

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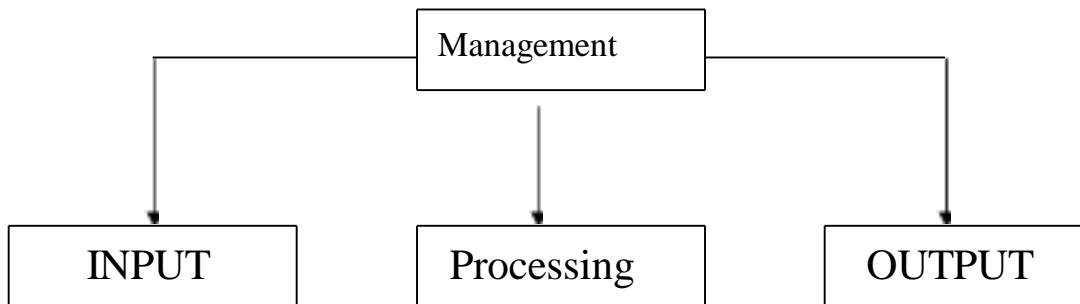
c. Development.

That developing way to use IT in business includes designing the basic component of information system.

d. Management.

Managing IT emphasize the quality, strategic business value and security of an organization in information system.

Components of System:-



There are three basic components of system , they are a) Input, b) Processing and c) Output.

a. Input.

Input involves capturing and assembling elements that enter to the system to be processed. Some of the inputs are raw materials, energy, data etc.

b. Processing.

It involves transformation process that converts input to output.

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c. Output.

It involves transforming element that has been produced by a transformation process to their ultimate destination.

Types of System:-

a. Dynamic System :

When the interrelated component of the system interacts with each other and this controlled by management then it is known as Dynamic System.

b. Cyber native System :

Dynamic System implementing the concept of feedback and control is known as Cyber native System.

c. Open System :

A system got interacts with other system in its environment by exchanging input and output with its environment.

d. Adoptive System :

System having the ability to change itself and its environment in order to survive.

What is data & information?

- By data we mean the raw facts representing the events occurring in the organization.
- By information we mean that the data have been shaped into a meaningful form, which may be useful for human beings.

1. What is the importance of information system?

The information system is very important for the internet technology and the traditional business concerns is important all the industries and is really the latest phase in the ongoing evolution of business. All the companies need to update their business, infrastructure and change way they work to respond more immediately to customer need.

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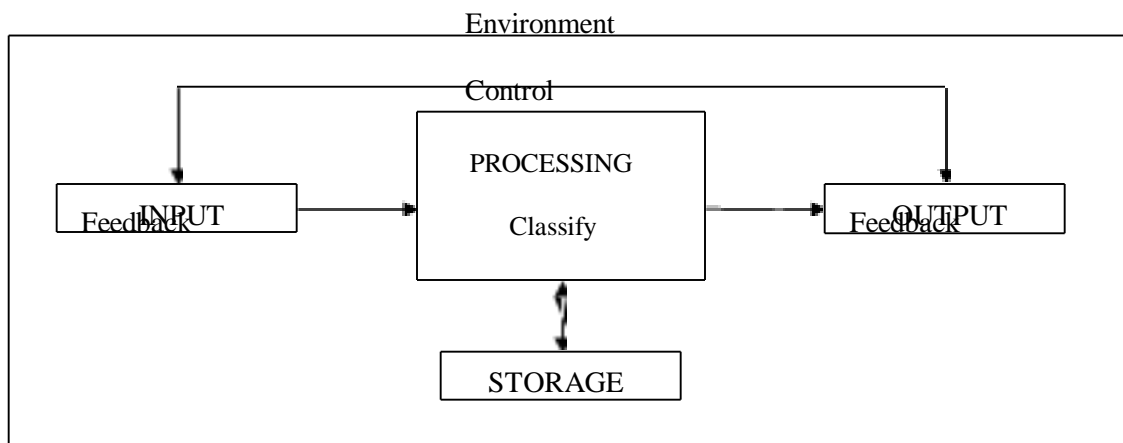
2. What is the use of information system?

Information system and technology including E-business and E-commerce technology and application has become vital component of successful business and organization.

It is a study of business administration and management. For a manager or a business professional it is just as important to have basic understanding of information system and any other functional area in business.

3. What is an information system?

- *An information system can be any organized combination of people, hardware, software, communication software and data resource that collects transformation or screening the information in an organization.*
- *An information system can be defined as a set of interrelated components that collect (or retrieve), process, store and distribute information to support decision making, coordination and control in an organization.*



Information System

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Information system

A business is an example of an organizational system to an economic resource (input) is transformed by various business processes into goods and services (output).

Information system provides information on the operation of the system to management for the direction and maintenance of the system as it exchanges inputs and output with its environment.

a. Feedback and control

A system with feedback and control components is sometimes known as cybernetic system that is a self monitoring or self regulating system.

b. Feedback.

Feedback is a data about the performance of a system.

c. Control.

Control involves monitoring and evolving feedback determines whether a system is moving towards the achievement of its goals. The control function that makes

necessary adjustments to a system input and possessing components to ensure that to produce proper output.

Components of Information System:

a. People Resources:

- People are required for the operation of all information system.
- People Resources divided into two types:

i) End-Users:

These are the people who use an information system or the information it produce.

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Ex: Accounts, Sales Persons, Customers and Managers.

ii) Information system specialist:

These are the people who develop and also operate Information system.

Ex: System Managers, Programmers, Computer Operation.

b. Data Resources:

Data resources of an Information system are typically organized in two parts:

i) Database:

Database holds processed and organized data.

ii) Knowledge Base:

It holds knowledge in a variety of forms such as facts, rules, and case examples.

c. Software Resources:

It includes all sets of information processing instruction. It is also two types:

i) Program:

Set of operating instructions the direct and computer hardware.

ii) Procedure:

Set of Information processing instructions needed by people.

Ex: Operating System, Spreadsheet Programs, Word processor

Programs.

d. Hardware Resources :

Includes all physical devices and materials used in information processing. It has also two types:

i) Machines:

Ex: Computer, Video Monitor, Scanner.

ii) Media:

Hardware in computer based Information system.

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Ex: Floppy Disk, Magnetic Tape and Optical Disk.

Computer System :

Ex: Microcomputers, Midrange Computers System, Large Mainframe Computer System.

Computer Peripheral:

Ex: Mouse, Key Board.

e. Network Resources:

Fundamental resource components of all Information System. It has also two types:

i) Communication Media:

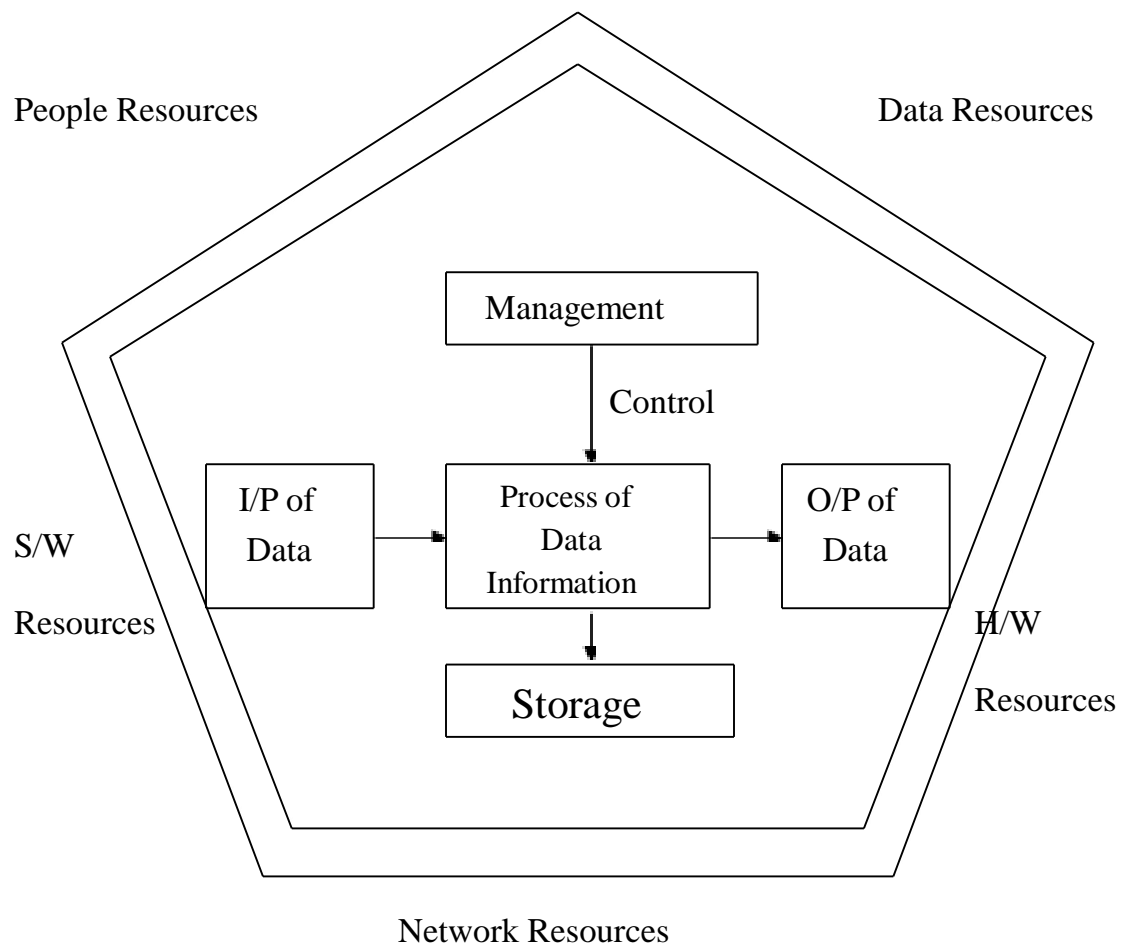
Ex: Co-axial Cable, Twisted Paired Wire, Fiber Optics Cable, Microwave System and Communication Satellite System.

ii) Network Support:

Generally used for the operation and use of a communication network.

Ex: Modems, Internet Browser and Communication Control Software.

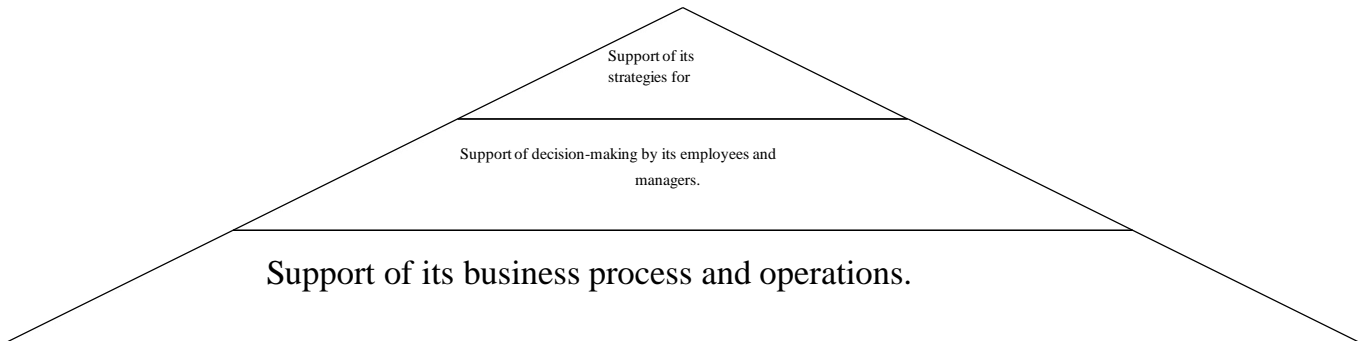
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Fundamental roles of Information system in business:-

- Support of its business processes and operations.
- Support of decision making by its employees and managers.
- Support of its strategies for competitive advantage.

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Concepts of Information System:

There are five concepts for Information System

1. Input Data Resources:

- ⇒ Data about business transaction and other events or captured a process during the input activity.
- ⇒ Input typically takes the form of data entry activities suggest recording and editing.
- ⇒ End-users typically record the data about transactions on some type of physical medium, such as: Paper form or directly into computer system.
- ⇒ Once enter the data may be transferred onto a machine readable medium, such as: magnetic disk, optical disk until needed for processing.

Ex: Optical scanning of bar coded fax.

2. Processing of Data into IS:

- ⇒ Calculating, Comparing, Sorting, Classifying and Summarizing of the processing activities.
- ⇒ These activities organize, analyze and manipulate data into Information for end-users.
- ⇒ The quality of any data stored in a Information System must be maintained by a continuous process of correcting and updating the Information.

Ex: Calculating text, Employee pays etc.

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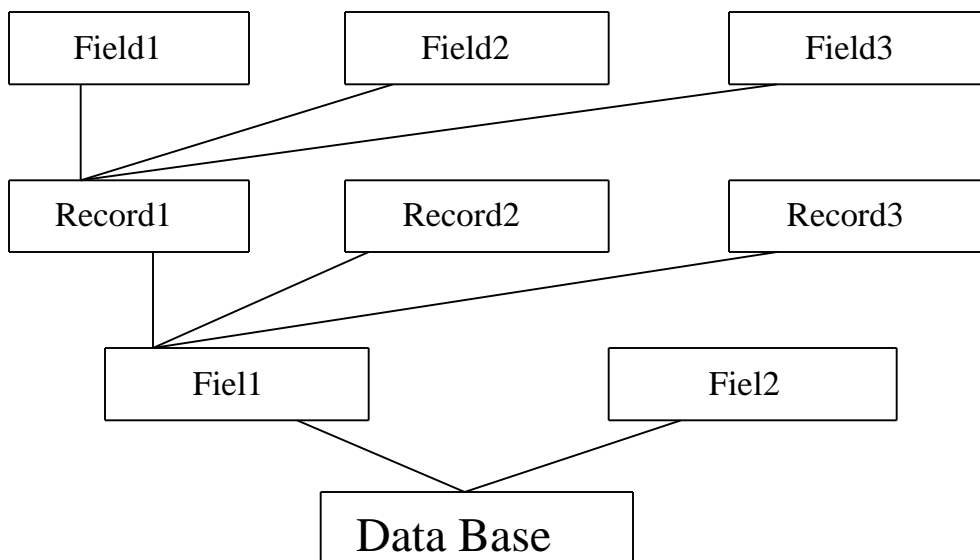
3. Output of Information Products:

- ⇒ Information in various forms which transmitted to end-users and made available to them in the output activities.
- ⇒ The goal of any Information System is the productions of appropriate information products.
- ⇒ A common information product includes message, reports, forms and graphic images which is generally provided by video displays, audio response, paper products and multimedia.

Ex: Producing reports and display about sales performance.

4. Storage of Data Resources:

- ⇒ Storage is the activity in which data and information are stored in an organized manner.
- ⇒ Method of organizing stored data in Information System.



5. Control of System Performance:

- ⇒ An Information System must produce feedback about its input, processing, output and storage activity.
- ⇒ The feedback produce must be evaluated to determine if the system is meeting established performance standard.

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⇒ The appropriate system activities must be adjusted so those proper information products are produce for end-users.

Ex: Generally audible signals to indicate proper entry of data.

