

Checklist -- Possible Information System¹ Strategies

1. System Technology -- Manual or Computer Based

Technology has a wide range of potential effects on management:

- Reduced costs of operations.
- New product and new market creation.
- Adaptation to changes in scale and format.
- Improved customer service.
- Reorganized administrative operations.

2. Types of Information Systems

- Transaction Processing System²
- Office Automation System
- Knowledge Work System
- Management Information System
- Decision Support System
- Executive Support System

3. Current Information System Strategies

- Electronic Data Sharing
- Paperless Systems
- Internet and World Wide Web

¹ Information Systems (IS) is a professional and academic discipline concerned with the strategic, managerial and operational activities involved in the gathering, processing, storing, distributing and use of information, and its associated technologies, in society and organizations. Typically, information systems include people, procedures, data, software, and hardware that are used to gather and analyze digital information.

² Transaction processing systems automate the handling of data about business activities or transactions, which can be thought of as simple, discrete events in the life of an organization.