

## Management Information System

**Management Information System (MIS)** is an information system that collects, evaluates, analyzes, and processes an organization's data to produce meaningful and useful information based on which the management can take right decisions to ensure future growth of the organization. This tutorial covers the concepts related to information and provides a detailed coverage on MIS and other major enterprise-level systems. You will also learn how these systems help in the decision-making process, which is critical to any business enterprise.

### MIS - Basic Information Concepts

**Management:** Management is art of getting things done through with the people in an organization or formally organized groups. The basic functions of management in an organization are: Planning, controlling, staffing, organizing, and directing.

**Information:** Information is considered as valuable component of an organization. Information is data that is processed and is presented in a form which assists decision making. Information is "Knowledge communicated or received, concerning a particular fact or circumstance". Information cannot be predicted and resolves uncertainty."

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It becomes a very useful information - the address of New York office of Human Rights Watch, a non-profit, non-governmental human rights organization. So, from a system analyst's point of view, information is a sequence of symbols that can be construed to a useful message.

**System:** A system is defined as a set of elements which are work together to achieve a common objective. The elements are interrelated and interdependent. Thus every system is said to be composed of subsystems. A system has one or multiple inputs, these inputs are processed through a transformation process to convert these input(s) to output.

**Subsystem:** a subsystem is simply a system within a system. This means that systems exist on more than one level that is, Systems can be composed of subsystems or elemental parts. For example, the system of the firm includes subsystems of the bank may be such departments as savings, demand deposit (checking accounts), and installment loan.

# Management Information System Notes For Engineering

**Wolfgang Guggemos**



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