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(Introduction to information systems- supporting and transforming business)

Section 2.1 pg 31

Information systems for managers

Recall that an information system (IS) collects, processes, stores, analyzes, and disseminates information for a specific purpose. A **computer- based information system (CBIS)** is any information that uses computer technology to perform some or all of its intended tasks. Although not all information systems are computerized, today moat are. For this reason the term **information system (IS)** is typically used synonymously with computer-based information system. The basic components of information systems are as follows.

- **Hardware** is a device such as the processor, monitor, keyboard, and printer. Together, these devices accept data and information, process them, and display them.

- **Software** is a program or collection of programs that enable the hardware to process data.

- A **date base** is a collection of related files or tables containing data.

- A **network** is a connecting system (wire line or wireless) that permits different computers to share resources

   Pg. 43

Why are information systems so important to us?

- It will reduce the number of middle managers
    o It makes managers more productive and increases the number of employees who can report to a single manager, ultimately decreasing the number of managers and experts. It is reasonable to assume, then, that fewer managerial levels will exist in many organizations, and there will be fewer staff and line managers.
- It will change the manager's job
    o One of the manager's most important tasks is making decisions. As we will see in chapter 9 IT can change the manner in which managers make many of their decision. In this way IT ultimately can change manager's jobs.
      Many managers have reported that IT has finally given them time to get out of the office and into the field. They also have found that they can spend more time planning activities instead of "putting out fires." Managers now can gather information for decision making much more quickly by using search engines and intranets. It intends to reduce the time necessary to complete any step in the decision making process. By using IT properly, then, managers today can complete tasks more efficiently and

effectively. Another possible impact on the manager's job is a change in managerial requirements. The use of IT might lead organizations to reconsider what qualities they want in a good manager. For example, much of an employee's work is typically performed online and stored electronically. For these employees, electronic or "remote" supervision places greater emphasis on personal contacts and office politics. Managerial supervision becomes particularly difficult when employees work in geographically dispersed locations, including homes, away from their supervisors.

- Will my job be eliminated?
  - One of the major concerns of every employee, part-time or full-time, is job security. Due to difficult economic times, increased global competition, demands for customization, and increased consumer sophistication, many companies have increased their investments in IT. As computers gain in intelligence and capabilities, the competitive advantage of replacing people with machines is increasing rapidly. For this reason, some people believe that society is heading toward higher unemployment. Others disagree. Employees are also concerned about outsourcing and off shoring.