

AL-ALAWI, FAHAD M.

BSIT2

1. DIFFRENTIATE DATA AND INFORMATION USE THE GIVEN PHOTO

Sales Receipt (Raw Data) – A receipt contains raw numbers, transaction details, and individual sales records. These numbers alone may not provide much insight.

Quarterly Sales (Processed Data) – When multiple sales receipts are aggregated, categorized, and structured into a report (such as a table of total sales per quarter), they become more meaningful.

Sales Forecast (Information) – By analyzing quarterly sales trends, businesses can make informed predictions about future sales, turning data into actionable insights.

Difference Between Data and Information (Using the Image)

- **Data:** Raw facts and figures, such as individual sales transactions recorded on a receipt.
- **Information:** Processed, organized, and analyzed data that provides meaning, such as a sales forecast based on quarterly sales trends.

2. DEFINE MANAGEMENT CITE THE NAME OF THE AUTHOR.

According to **Frederick Winslow Taylor (1856-1915)**, – “Management is the art of knowing what you want to do and then seeing that you do it in the best and the cheapest way.”

3. DEFINE INFORMATION MANAGEMENT CITE THE NAME OF THE AUTHOR.

"Information Management: Strategies for Gaining a Competitive Advantage with Data" by **William McKnight (2013)**.