

COMPREHENSIVE INFORMATION MANAGEMENT REVIEWER

Information Lifecycle Management

- Manages data from creation to disposal
- Ensures security, compliance, and efficiency

Examples:

- A company stores reports, uses them for analysis, archives for audit, and deletes when obsolete.

Q&A; Review:

Q: What is Information Lifecycle Management?

A: It is the strategic management of data from creation to disposal.

Stages of Information Lifecycle

- Creation
- Storage
- Use
- Archival
- Disposal

Examples:

- Creation: Generating reports
- Disposal: Secure deletion to prevent data breaches

Q&A; Review:

Q: What are the stages of the information lifecycle?

A: Creation, Storage, Use, Archival, Disposal

Data Quality Management (DQM)

- Ensures data is trustworthy
- Maintains accuracy, consistency, and timeliness

Examples:

- Banks ensure customer records are accurate and up to date.

Q&A; Review:

Q: What is DQM?

A: It is the process that ensures data is correct and reliable.

Master Data Management (MDM) & Reference Data Management (RDM)

- MDM ensures one accurate version of business data
- RDM standardizes codes and categories

Examples:

- MDM: Standardizing customer records
- RDM: Using consistent currency codes across systems

Q&A; Review:

Q: Why is MDM important?

A: It removes duplication and improves reporting accuracy.