

# 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.