**OUTPUT DESIGN**

A quality output is one, which meets the requirements of the end user and presents the information clearly. In any system results of processing are communicated to the users and to other system through outputs. In output design it is determined how the information is to be displaced for immediate need and also the hard copy output. It is the most important and direct source information to the user. Efficient and intelligent output design improves the system’s relationship to help user decision-making.

1. Designing computer output should proceed in an organized, well thought out manner; the right output must be developed while ensuring that each output element is designed so that people will find the system can use easily and effectively. When analysis design computer output, they should Identify the specific output that is needed to meet the requirements.

2.Select methods for presenting information.

3.Create document, report, or other formats that contain information produced by the system.

The output form of an information system should accomplish one or more of the following objectives.

* Convey information about past activities, current status or projections of the
* Future.
* Signal important events, opportunities, problems, or warnings.
* Trigger an action.
* Confirm an action.