**Data Processing** is the main use of computer systems for many organisations, taking on many forms from customer records, financial accounts/stock to medical records. It can also be used to build up a psychological/behavioural profile of a person/customer/user.

1.

2.

3.

5.

7.

6.

4.

**The Role of hardware/software when collecting data.**

Using the words below, produce a paragraph explaining how the above can be used;

Hardware, Data Entry, Processing, Automated System, Entering Data, Sensors, Card readers, Swipe cards, Analyse, Error detection.

**Main Functions of processing data:** aggregation, analysis, conversion, reporting, sorting and validation (**What** do these mean and why are they important?)

**Aggregation – where data is summed, counted, averaged or put into ranges**

Analysis – looking over something and picking out key parts of info

Conversion – changing something into another form

Reporting – displaying the output of the data process

Sorting – putting into order

Validation – checking if it is right

**Impact of storing across multiple devices:** Access, Cost, Implementation, Productivity and Security. (**How** are these a concern? Explain it in the context of the College.)

Access -can go onto a cloud server from everywhere, but if it goes down you cant access it.

Cost – costs a lot to start up a sever and to maintain it.

Implementation -

**Impact of using multiple devices:** Access, Cost, Implementation, Productivity and Security. (**Why** should we consider these?)

Access -can go onto a cloud server from everywhere, but if it goes down you cant access it.

Cost -

**BACKUP: How would you prevent human and or data Corruption.**