Information Processing Cycle

Published On -11/07/2017 Filed Under -Computer Applications Published by -admin

What is information?

Information is a processed , organised or classified data which is useful for receiver. Information is the processed data which may be used “as is” or may be put to use along with more data or information. The receiver of information takes actions and decisions based on the information received. Collected data must be processed to get meaning out of it and this meaning is obtained in form of information. Further information is considered useful & meaningful only if has these characteristics

- **Timely** − Information should be available when required, a delay in obtaining information renders it useless.
- **Accuracy** − Accuracy of information has large impact on the decision-making. Possibilities of even slightest errors should be minimized
- **Completeness** − Information should be complete, incomplete information causes incorrect and unintended results.
- **Comprehensive** – Information which is incomprehensible is useless for the receiver. This becomes a case of information failure as the sender sent the information but it was of no use for the receiver, thus is not considered as “information”

Understanding “information” in daily life and Examples

Information is the processed data which is of some use for humans. Information may further be processed and/or manipulated to form knowledge. Information containing wisdom is known as knowledge. Taking an example, digits in a report card are considered as information, similarly stats when placed in a report or used in some context provides an understanding. Data collected during surveys is meaningless unless it is processed. Good questionnaires are formed and surveys are conducted just to collect data which can be processed to give useful insight. Another example can be a tabular data, if simply a table is formed without with the available data it might not convey the intended message but when data mapping is done using that data to form graphs & charts it becomes information.

Understanding Information processing Cycle (with diagram & flowchart)

Information processing cycle is a sequence of events consisting of **input, processing, storage & output.** These events are similar as in case of data processing cycle. In order for a computer to perform useful work, the computer has to receive instructions and data from the outside world. The computer receives data and instructions during the **INPUT** stage of the information processing cycle. Useful information results when appropriate instructions are applied to data. Applying instructions to data takes place during the **PROCESSING** stage of the information processing cycle. In order to avoid having to re-enter data and instructions or

reprocess information, computers can save information. Saving information on a computer occurs during the **STORAGE** phase of the information processing cycle. Saving information on a computer occurs during the Storage phase of the information processing cycle. This is followed by the result in **OUTPUT** stage.

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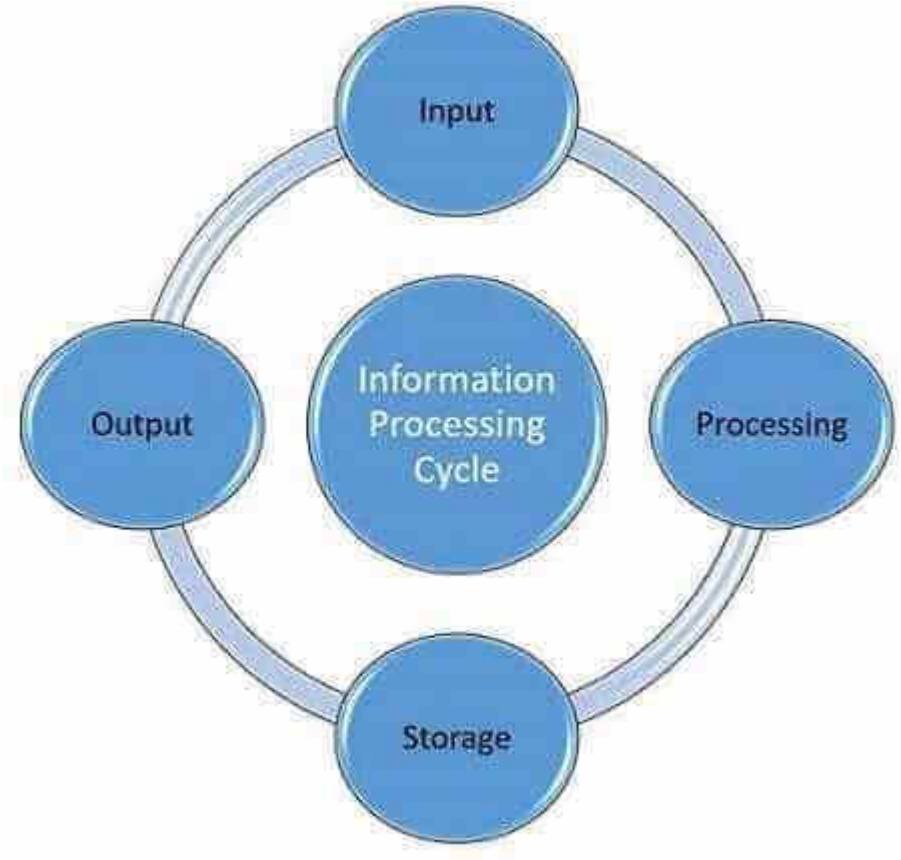

Four phases of the Information Processing Cycle

1. Input: Computer receives data and instructions
2. Process: Computer applies instructions to data to produce information (organized Data)
3. Storage: Saving the information for subsequent use or use in future
4. Output: Computer sends information to people in a usable format.

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