

# APPLICATION CASES IN MIS

FIFTH EDITION

JAMES MORGAN

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# Application Cases in MIS

Fifth Edition

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James Morgan  
*Northern Arizona University*



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## CASE SKILLS MATRIX

## Chapter 2: Internet Cases

Case	Skills Required
All	Basic Word Processing (to write up reports and memoranda)
1.	<i>Internet information retrieval</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 1
	Basic Spreadsheet skills (optional)
2.	<i>Internet information retrieval</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 1
3.	<i>Internet information retrieval</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 2
	Basic Spreadsheet skills
4.	<i>Internet information retrieval and analysis</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 2
5.	<i>Internet information retrieval and analysis</i>
	Basic Spreadsheet skills
6.	<i>Internet information retrieval and analysis</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 2
7.	Basic Web Page creation skills
8.	Basic Web Page creation skills
9.	Basic Web Page creation skills

## Chapter 4: Spreadsheet Cases

Case	Skills Required
All	Basic Spreadsheet skills
	Basic Word Processing (to write up reports and memoranda)
1.	<i>Actual versus Budgeted Expenditures</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 3
2.	<i>Income statement Trend Analysis</i>
	Graph/chart creation skills
	Internet information retrieval skills Assignment 3
	Basic PowerPoint skills (or similar presentation software) Assignment 4
3.	<i>Sales Performance Analysis – Exception Reporting</i>
	Graph/chart creation skills
	Basic PowerPoint skills (or similar presentation software) Assignment 3
4.	<i>Business startup profitability analysis</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 3
5.	<i>Personnel Expense Trend Analysis</i>
	Graph/chart creation skills
	Basic Web Page creation skills Assignment 3
	Export of Spreadsheet to a web page Assignment 3
6.	<i>Sales Performance Bonus Analysis</i>
7.	<i>Income and Balance Sheet Common Size Analysis</i>
	Internet information retrieval skills Assignment 3
8.	<i>Costing and Analysis of Alternatives to provide an Employee Benefit</i>
9.	<i>Analysis of Accounts Receivable Trends</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 2



Chapter 6: Database Cases

Case	Skills Required
All	Basic database Querying and Reporting Skills
	Basic Word Processing (to write up reports and memoranda)
1.	<i>Human Relations</i>
	Database table Modification
	Basic Web Page creation skills Assignment 4
2.	<i>Sales performance / sales commission analysis</i>
	Database table Creation
	Multiple tables and relationships
	Basic PowerPoint skills (or similar presentation software) Assignment 3
3.	<i>Small business product sales and servicing</i>
	Database table Creation
	Multiple tables and relationships
	Data entry form Creation
	Basic PowerPoint skills (or similar presentation software) Assignment 2
4.	<i>Production quality Assurance</i>
	Copying query results to a spreadsheet
	Basic Spreadsheet skills
	Basic PowerPoint skills (or similar presentation software) Assignment 3
5.	<i>Sales analysis – sell through</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 2
6.	<i>Small business sales system</i>
	Database table Creation
	Multiple tables and relationships
	Data entry form Creation
7.	<i>Human Resources – Job assignment</i>
	Database table Creation
	Multiple tables and relationships
	Data entry form Creation
	Basic PowerPoint skills (or similar presentation software) Assignment 2
8.	<i>Sales Performance Bonus Analysis</i>
	Basic PowerPoint skills (or similar presentation software) Assignment 2
9.	<i>Production quality Assurance</i>
	Database table Creation

# Spreadsheet and Database Skills Supported by the Simnet MIS CD

Skill	Simnet MIS Tutorial Section
<b>Spreadsheet</b>	
Basic Spreadsheet skills	Lessons 1, 2, 3, 4-1, 4-2, and 5
Graph/chart creation skills	Lesson 6
Export of a spreadsheet to a web page	Lesson 7-1
<b>Database</b>	
Basic database Querying and Reporting Skills	Lessons 1, 3-1, 5-2, 5-3, 5-4, 7
Database table Creation / Modification	Lessons 2, 5-1
Multiple tables and relationships	Lesson 6
Data entry form Creation	Lesson 4