EDA 742APPLICATION OF MANAGEMENT INFORMATION IN
EDUCATION
TIME ALLOWED: 2 HOURS

ANSWER QUESTION ONE AND ANY OTHER TWO QUESTIONS

1. a) Briefly describe the concept of management information
   system
   b) What are the objectives of management information
   system in tertiary institutions?
   c) Explain FIVE factors that are considered when designing
   management information system.

2. a) Write short notes on FOUR of the following:
   i)   System
   ii)   data processing
   iii)   characteristics of good information
   iv)   forms of information
   v)   functions of information
   b) State some problems of information management in
   Nigerian schools

3. a) Define the term word processing.
   b) What is the procedure for retrieving or opening a file in a
   diskette or flash drive?
   c) With the aid of a diagram describe the layout of a
   computer.

4. a) Explain data base and highlight the different parts
   b) Describe some data that are needed in school management.
   c) What is the procedure for printing in Microsoft excel?