

1. **Strategic Planning**: Strategic planning involves setting long-term goals and objectives for an organization and determining the best course of action to achieve them. It involves assessing the current situation, anticipating changes in the external environment, and developing strategies to adapt to those changes.
2. **Exceptional Report**: An exceptional report is a document that highlights unusual or noteworthy occurrences within a business or organization. It typically provides detailed analysis and insights into these occurrences, helping decision-makers understand their implications.
3. **Components of Information Utility**: Information utility refers to the value derived from information. Its components include relevance, accuracy, completeness, timeliness, accessibility, and understandability.
4. **Operational vs. Top Management**: Operational management involves day-to-day activities and decision-making to ensure the efficient functioning of the organization. Top management focuses on setting overall goals, strategies, and policies for the organization.
5. **TPS (Transaction Processing System)**: TPS is a computerized system that processes transactions such as sales, purchases, and payments. An example is an online retail system that records customer orders and processes payments.
6. **JIT (Just-In-Time)**: JIT is a production strategy aimed at minimizing inventory levels by receiving goods only as they are needed in the production process, thus reducing storage costs and waste. JIT means getting or making things just when they're needed, so you don't have extra stuff sitting around taking up space or going to waste. It's about being super efficient and only having what you need, exactly when you need it.
7. **Batch Processing System**: A batch processing system is a method of processing data where transactions are collected over a period and processed together as a batch. It is commonly used in tasks like payroll processing or billing.
8. **Feedback and Control**: Feedback involves receiving information about the results of past actions, while control involves taking corrective actions based on that feedback to ensure that organizational goals are met.
9. **Characteristics of MIS (Management Information System)**:
 - Provides information for decision-making

- Integrates data from various sources
- Supports multiple levels of management
- Provides timely and relevant information
- Helps in planning, organizing, and controlling activities.

10. ****System****: A system is a set of interrelated components working together to achieve a common goal. An example is a supply chain management system used by a company to manage the flow of goods from suppliers to customers.

11. ****GIS (Geographic Information System)****: GIS is a system designed to capture, store, manipulate, analyze, manage, and present spatial or geographic data. It is used in various fields such as urban planning, environmental management, and disaster response.

12. ****Open vs. Closed System****: An open system interacts with its environment, exchanging information and resources, while a closed system operates independently without interaction with its environment.

13. ****Information****: Information is data that has been processed and organized to be meaningful and useful for decision-making or communication.

14. ****What-If Analysis****: What-if analysis is a process of exploring the potential outcomes of different scenarios by changing variables and assumptions in a model or simulation.

15. ****Benefits of Information****:

- Supports decision-making
- Enhances communication
- Facilitates coordination
- Improves efficiency and productivity.

16. ****Process****: A process is a series of actions or steps taken to achieve a particular goal. Knowledge is the understanding gained from experience, study, or investigation.

17. ****Benefits of Information****:

- Supports decision-making

- Enhances communication
- Facilitates coordination
- Improves efficiency and productivity.

18. **Valuable Information Characteristics**:

- Accurate
- Relevant
- Timely
- Complete
- Reliable
- Accessible
- Understandable.

19. **Probabilistic vs. Deterministic System**: Probabilistic systems involve uncertainty or randomness in their outcomes, while deterministic systems have predictable outcomes based on given inputs and rules.

20. **Scheduled Report and Key-Indicator Report**: A scheduled report is generated at regular intervals, providing routine updates on predefined metrics. A key-indicator report focuses on specific performance indicators critical to monitoring organizational performance.

21. **Goal-Seeking Analysis**: Goal-seeking analysis involves determining the inputs required to achieve a desired output or goal within a system.

22. **Objectives of TPS**:

- Efficiently process transactions
- Maintain data integrity
- Ensure data security
- Provide timely information for decision-making.

23. **Business Information Systems**:

- Enterprise Resource Planning (ERP)
- Customer Relationship Management (CRM)

- Supply Chain Management (SCM)
- Business Intelligence (BI)
- Knowledge Management Systems (KMS).

24. **ERP (Enterprise Resource Planning)**: ERP is a software system that integrates various business processes and functions across an organization, including finance, HR, manufacturing, and supply chain management. Its advantages include improved efficiency, better decision-making, and streamlined processes.

25. **Input and Output**: Input refers to the data entered into a system, while output refers to the results produced by the system after processing the input.

26. **Valuable Information Characteristics**:

- Accurate
- Relevant
- Timely
- Complete
- Reliable
- Accessible
- Understandable.

27. **System Boundary**: The system boundary defines the scope of a system by delineating what is inside the system and what is outside.

28. **Data**: Data are raw facts or figures that have not been processed or organized. Types of data include numerical, text, and multimedia data.

29. **GDSS (Group Decision Support System) Characteristics**:

- Facilitates collaborative decision-making
- Supports multiple users
- Provides tools for communication and information sharing
- Enhances problem-solving capabilities.

30. ****Types of Reports through MIS****:

- Scheduled Reports
- Key Indicator Reports
- Exception Reports
- Ad-hoc Reports.

31. ****Probabilistic vs. Deterministic system****: Probabilistic systems involve uncertainty or randomness in their outcomes, while deterministic systems have predictable outcomes based on given inputs and rules.

32. ****Data vs. Information****: Data are raw facts or figures, while information is processed and organized data that is meaningful and useful.

33. ****Principle Documents in Information Flow****:

- Memos
- Reports
- Forms
- Policies
- Procedures.

34. ****Significance of GIS****: GIS allows organizations to visualize, analyze, and interpret spatial data, enabling better decision-making in areas such as urban planning, resource management, and environmental monitoring.

35. ****Significance of Feedback and Control****: Feedback and control are essential in information systems to ensure that organizational goals are met efficiently and effectively by providing mechanisms for monitoring performance and making adjustments as needed.

36. ****What-If Analysis****: What-if analysis is a technique used to explore the potential outcomes of different scenarios by changing variables and assumptions in a model or simulation.

37. ****System in an organization****: In an organization, a system refers to a set of interrelated components working together to achieve a common goal or objective.