

Management level System

Supports the middle managers in
 monitoring decision making Administrative activities

And are helpful in answering questions like
 (Are things working well and in order?)

Provides
 periodic reports. Rather than instant infⁿ on operations.

E.g. ⇒ A College Central System gives report on.
 no. of leaves availed by the staff Salary paid to the staff funds generated by the fees financial planning etc.

Answers "What is" Question
 for e.g. ⇒

What would be quality of teaching if college pay do achieves top ranking in academics?

This type of Questions can be answered only after getting
 new data from outside the organisation. as well as data from inside

which cannot be easily obtained from existing Operational level Systems.

MSS
 Supports managers in effective decision making By providing relevant (d) required infⁿ at the right time to the right people.

MIS / DSS
Types of MIS

A Management Info System

enables management at Diffⁿ levels in Decision making (1) & Problem Solving.

In contrast to TPS which is operations oriented.

It uses results produced by the TPS but may also use other information.

In many organization.

Decisions must be made on many issues that occur regularly (2) require a certain amt. of Infⁿ

Since the Decision making process is well understood

The manager can identify The Infⁿ That will be needed for the purpose

Infⁿ Syst. Can be developed so that

Reports are prepared regularly to support these recurring decisions.

* Many experts have defined MIS in diffⁿ way as follows:

① ⇒ An Integrated User Machine System

Designed for providing Infⁿ

To Support

- Operational Control
- Management Control (2)
- Decision making function

in an organization

② is a Computer based system that provides flexible (2) & speedy access to accurate data

* MIS supports mngers at diffⁿ levels to take Strategic (or) Tactical management decisions to fulfill org. goals.

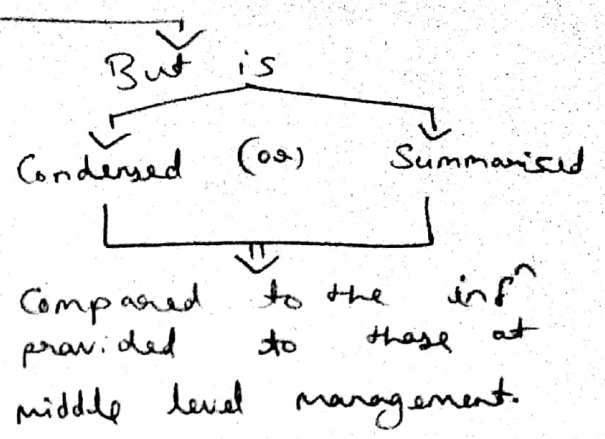
* Nature of MIS at diffⁿ levels has diffⁿ goals and they are available in the form of

- reports
- charts
- tables
- graphs

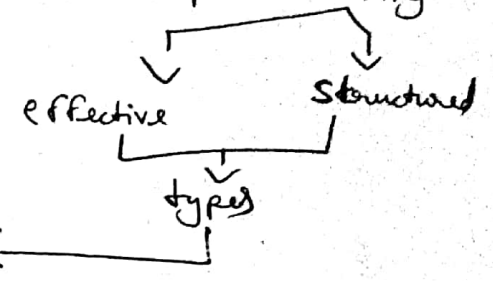
in presentation format using tools.

(P.T.O)

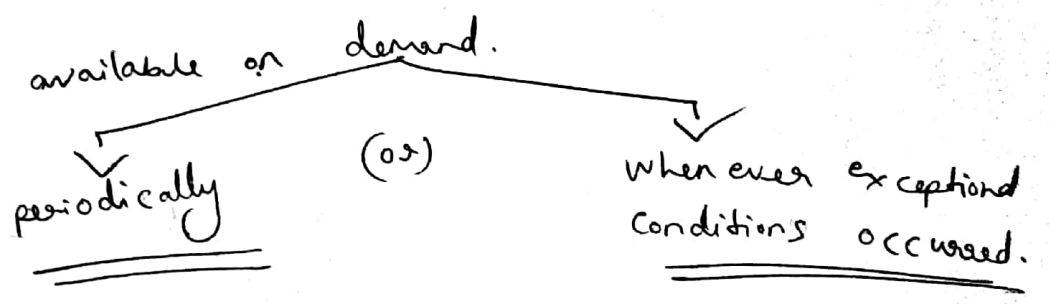
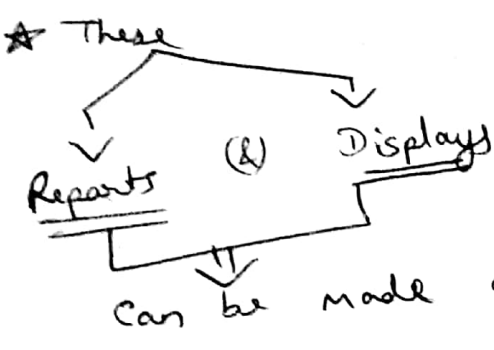
★ MIS
 at the top level
 is much more comprehensive.



★ MIS provides reports to management that can help in making



★ as applicable to day to day operations.



Characteristics of an effective MIS

① Management oriented
 Such a System is
 not necessarily for Top management only.
 But may also meet the info requirements of middle level (or) operating levels of mng. as well.

② Management Directed
 Management should actively direct the System's development efforts as it is management oriented.
 not only at the stage of designing the System. But for its review as well.
 To ensure that the implemented System meets the Specifications of the designed System.

④ Common data flow
 means the use of Common input processing output procedures. (&) media. whenever required.

Data is captured by the System analysed only once. (&)
 as close to its original source as possible.

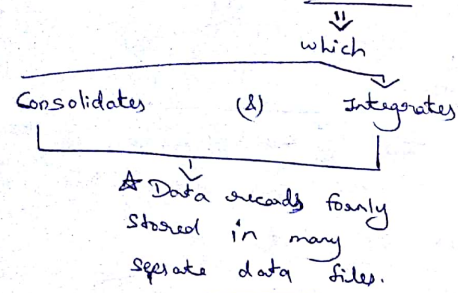
③ Integrated
 The best approach for developing IS is the integrated approach as all the functional (A) operational. info sys. are tied together into one entity.

An integrated info System
 Has the Capability of generating more meaningful info to management
 As it takes a Comprehensive view (or) Complete look
 AT the interlocking sub system that operate within a company.

Afterwards they try to utilize a min. of data processing procedures (&) sub systems to process the data
 And strive to minimize the no. of output doc. Reports (&) by the System.

* Common Database

* It is defined as "Super file"



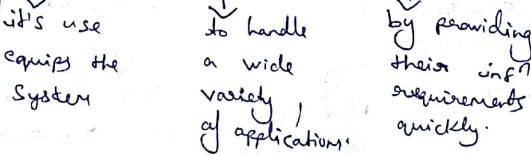
* The organisation of a database allows it to be accessed by several info sub systems.

(1) thus eliminates the necessity of duplication in data storage, updating, deletion (2) protection.

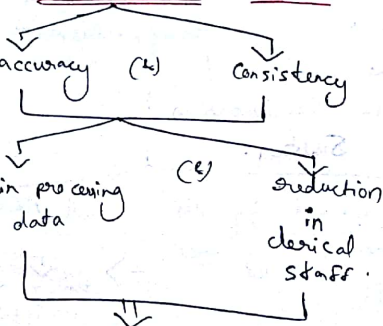
* Computerized

- ⇒ Though MIS can be implemented without using a computer.
- ⇒ The use of computers increase the effectiveness of the system.

* In fact



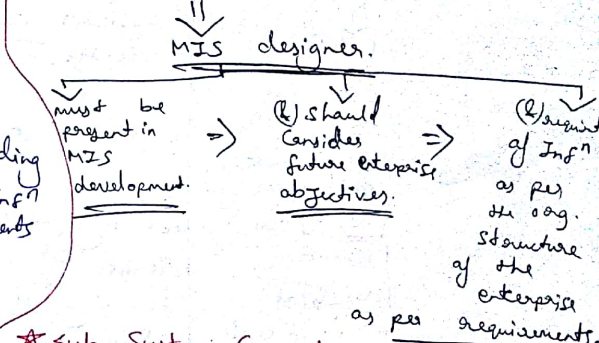
* Computerization provides



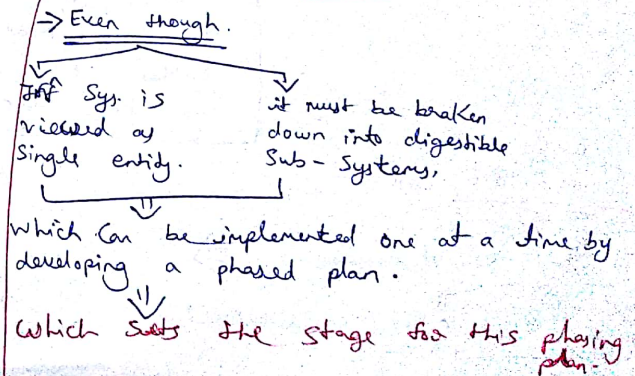
These attributes makes computers prime requirements in MIS.

* Heavy planning element

* An MIS usually takes 1 to 3 years and sometimes even longer period to get established fairly within a company.



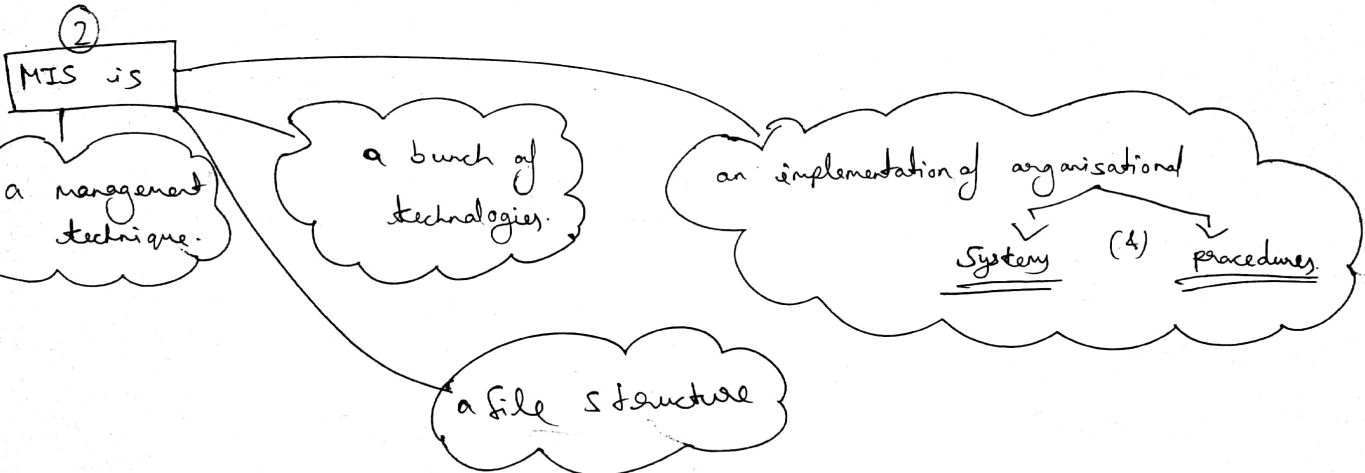
* Sub System Concept



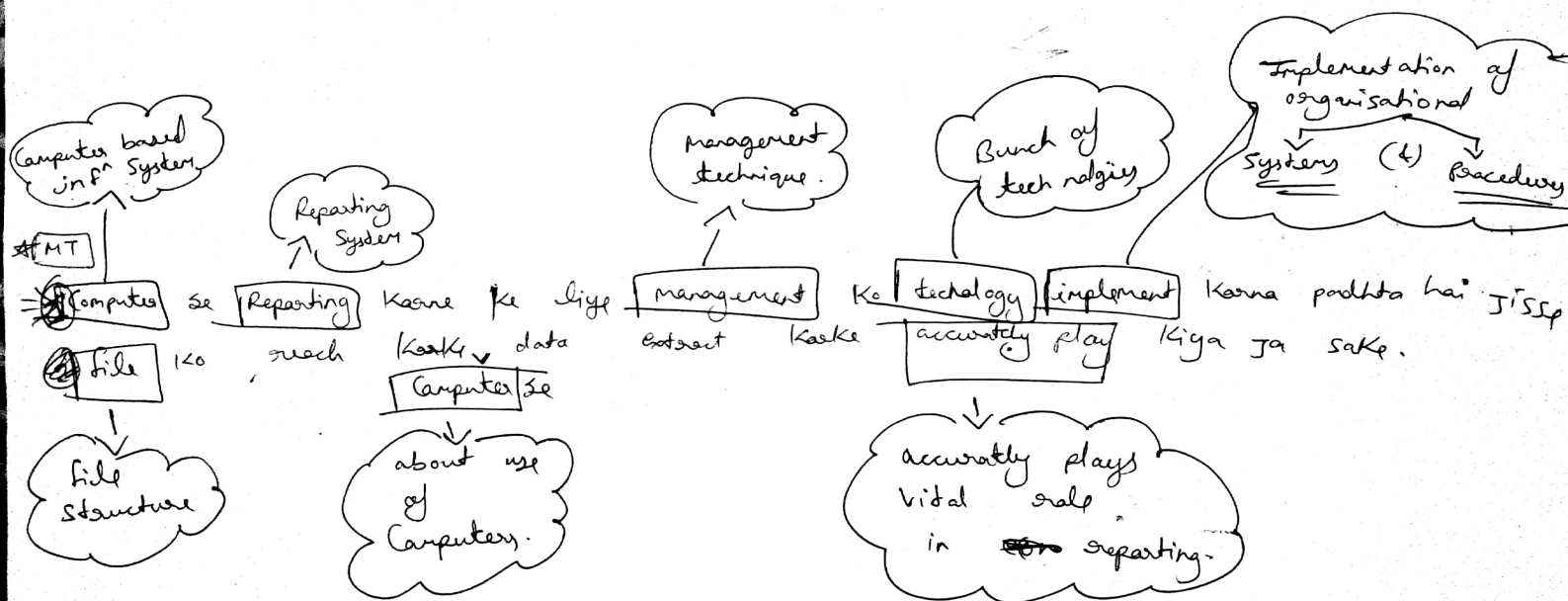
① Any Computer based infⁿ System is
 Any Reporting System is → **MIS**

* Mis- Conceptions about MIS

Memory technique
 Computer se Reporting Karne ko mgr. ko technology implement Karne padhta hai file ko reach Karke Computer se data nikalke ~~to~~ accurately play krna padhta hai.



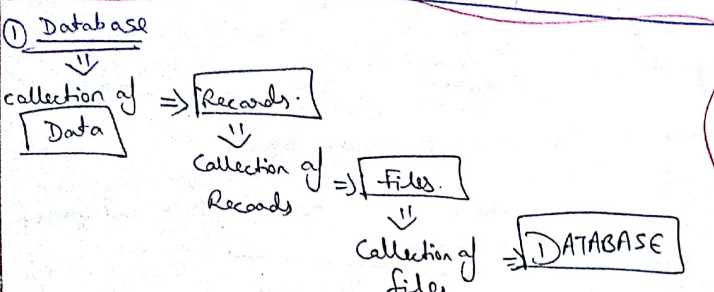
- ③ The study of MIS is about use of Computers.
- ④ More Data in generated reports refers to more infⁿ to managers
- ⑤ Accuracy plays vital role in reporting.



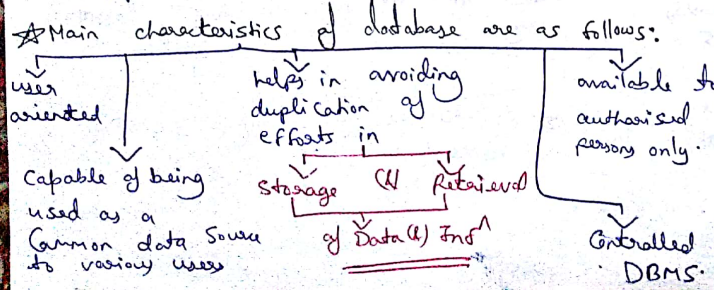
Pre-requisites of an effective MIS

Man. Tech. ⇒ Database System and Management ⇒ support

☺
Kame wala hars chahiye jisse woh
Control (1) maintain last sukha



The data in database is organised in such a way that accessing to the data is improved. Redundancy is reduced.

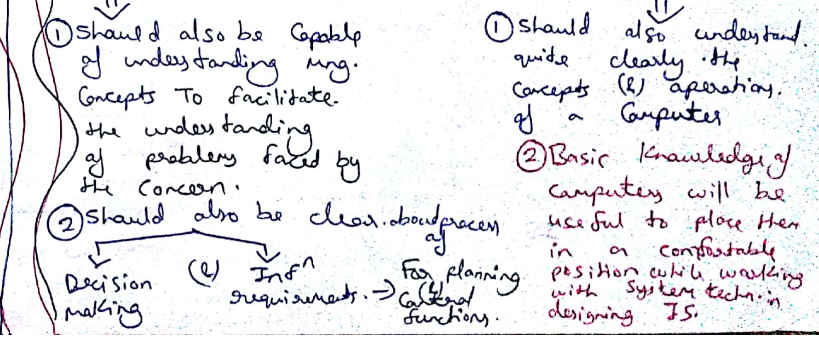


Qualified System and management staff

The 2nd pre-requisite of effective MIS is that it should be managed by qualified officers.

who are expert in field → should understand clearly the views of their fellow officers.

For this, there should be 2 category of officers in the organisational management base.



Support of top management

is required for the effectiveness of MIS in an organisation.

Reasons

① Any implementation without Top mg. Support
 will not be effectively controlled (b)
 Tends to be get lesser priority (b)
 may be delayed (or) abandoned.

② The resources involved in Computer based IS are

large (b) are growing larger.

in view of importance gained by management IS.

③ To gain Support of Top mg.

The officers should place before top

All the Supporting facts (a) State clearly the benefits which will accrue from it to the concern

This step will certainly enlighten mgment (b) will change their attitude towards MIS

There wholehearted support will make in making MIS ~~making~~ effective. are.

Control (b) maintenance of MIS

Control of MIS means

The operation of the System as it was designed to operate.

Sometimes users develop

their own (or) Short cut method procedure To use the System which reduces its effectiveness.

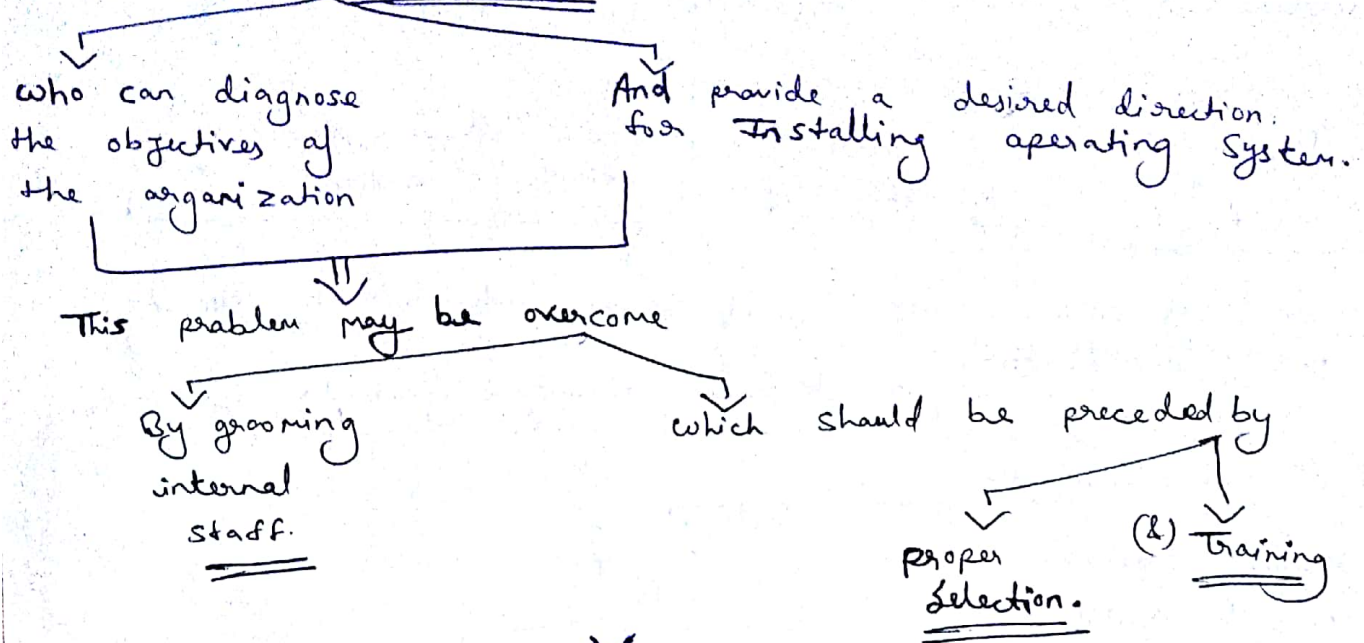
To check such habits of users

mg. at each level in the org. Should devise checks for the inf^n System Control.

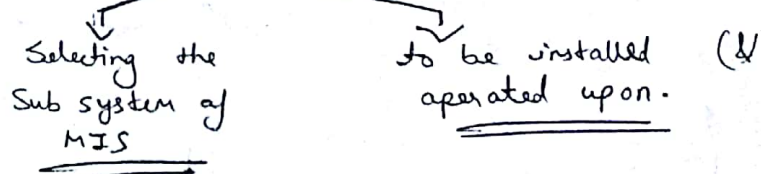
Maintenance is closely related to Control.

* Constraints in operating a MIS

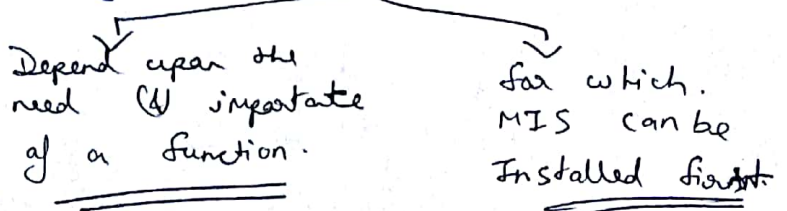
1) Non-availability of experts



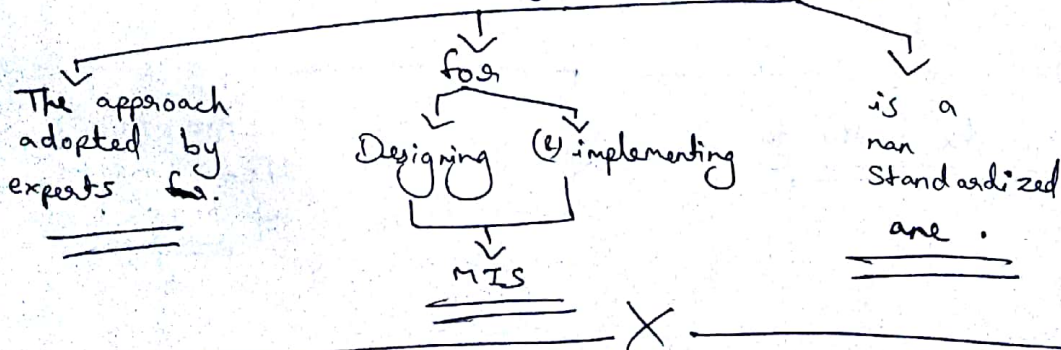
2) Experts usually face the problem of



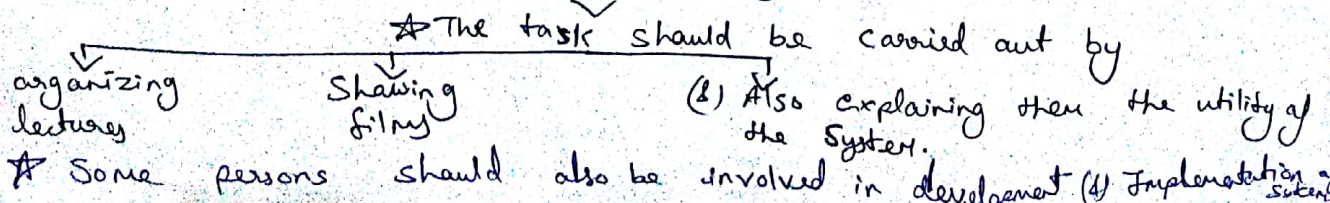
* The Criteria, which should guide the experts



* Due to varied objectives of business concerns

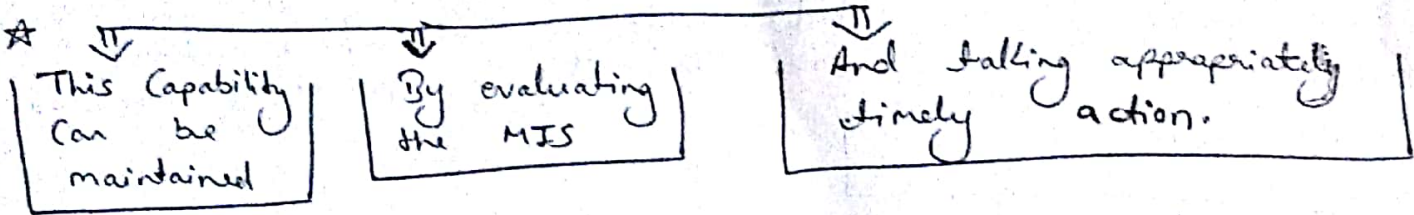


* Non-availability of Co-operation from staff is a critical problem which should be handled tactfully.



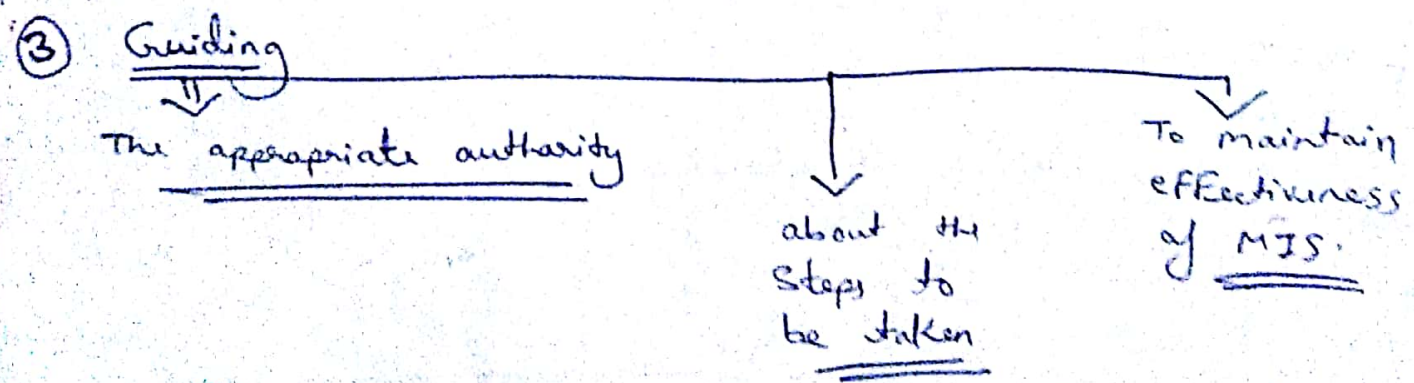
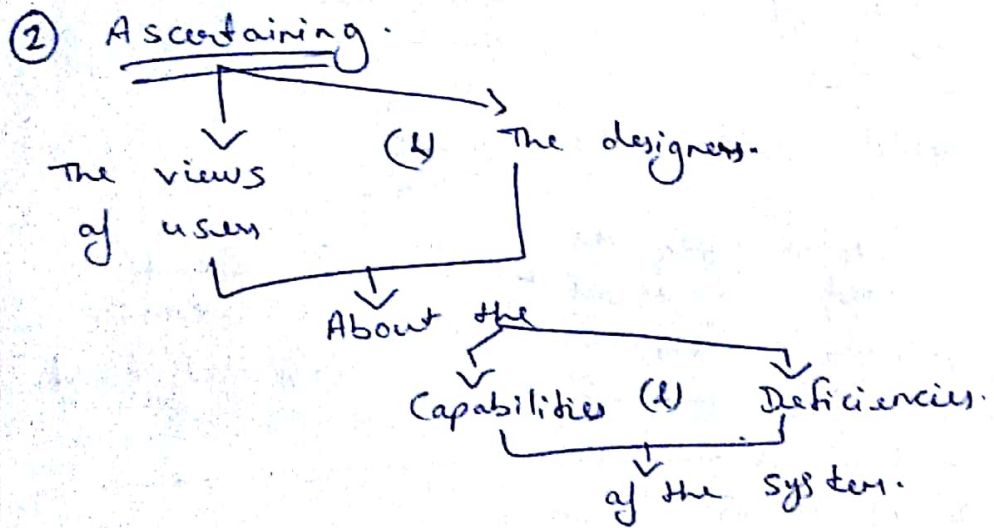
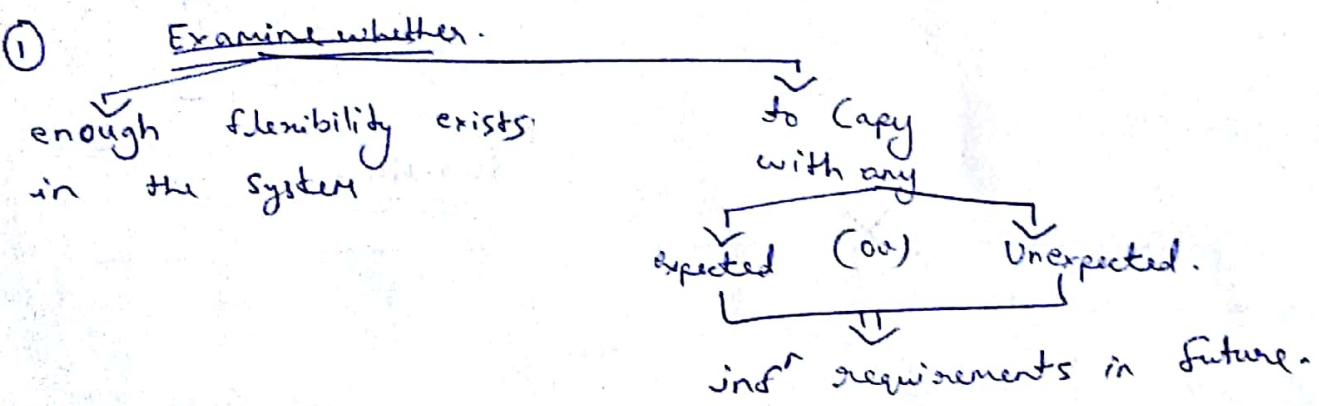
★ Evaluation of MIS

★ An effective MIS should be Capable of meeting the Indⁿ requirements of its executives in future as well.



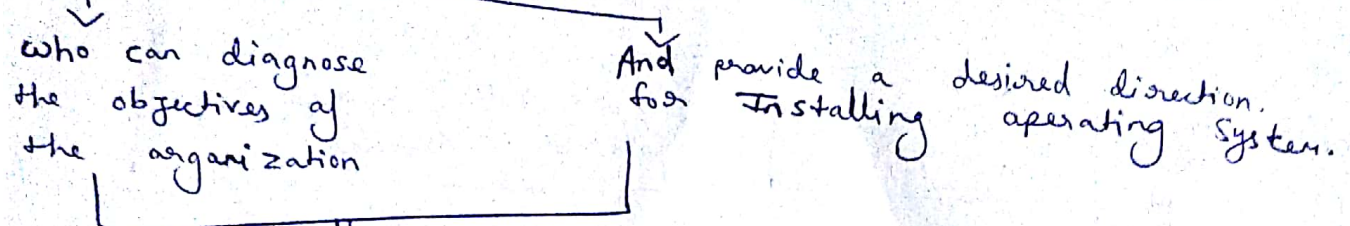
★ The evaluation of MIS should take into AIC the following major points: 😊

MT ★ Exam ki Ascertain Kame ke liye guidance Zarurat hai

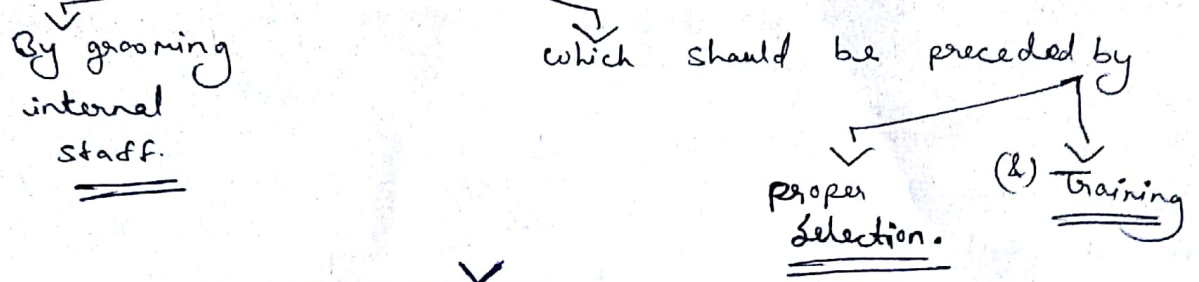


* Constraints in operating a MIS

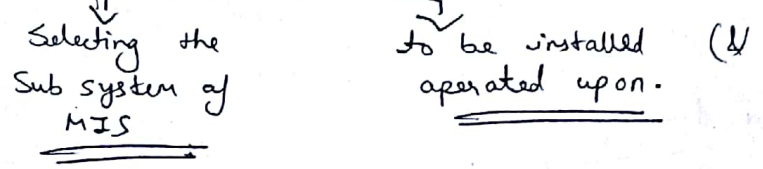
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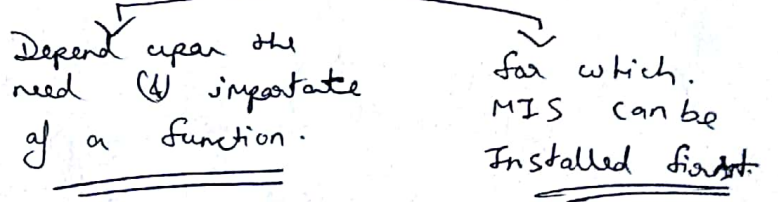
This problem may be overcome



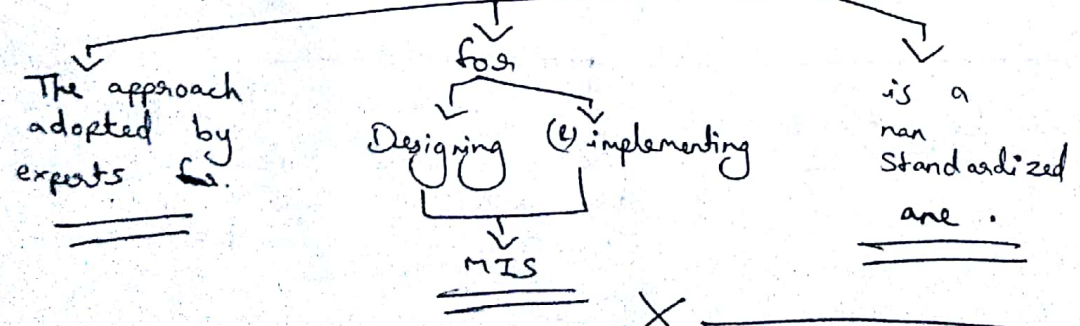
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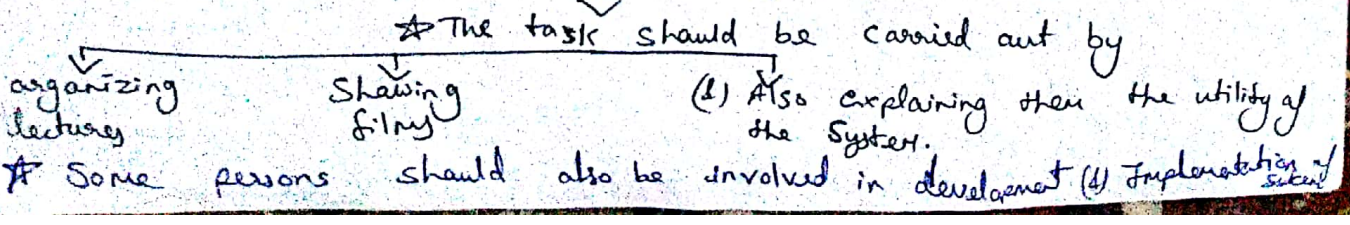
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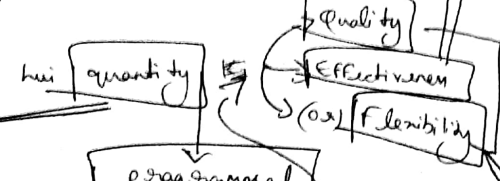
Limitations of MIS

* Tailor made Infⁿ packages
 Cannot be provided by MIS
 Suitable for the purpose of every type of decision made by executives

* The quality of output by MIS is basically governed by the quality of input (4) processes.

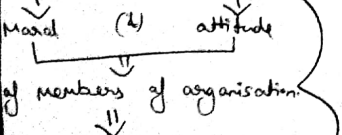
* The Effectiveness of MIS is produced
 1 In organisational culture
 The culture of hoarding infⁿ (b) not sharing with others
 Holds.
 2 Due to frequent changes in
 -> Top mgmt
 -> organis. structure
 -> Operational level

* Tailor ki banayi hui quantity



ka substitute dhundna mushkil hi rahi nahi nahi hai

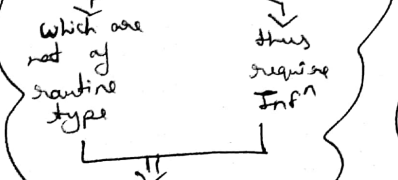
* Quantitative factors are taken into AC by MIS, Thus it ignores non-quantitative factors like



Which have an imp. bearing on the Dec. making process of executi. (or) Senior mgmt.

programmed hai jiski

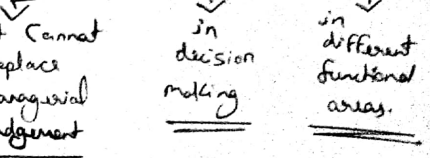
* MIS is less useful for non-programmed decisions



* MIS may not have requisite flexibility

- => To quickly update itself
- => with the changing needs of time
- => Especially in
 - fast changing
 - (b) Complex environment

* MIS is not a substitute for effective management



* It is just an imp tool in the hands of executives for

