



**BUSINESS MANAGEMENT**  
 LAP 21.1—Chapter 21.1  
 Management Information Systems  
 Tools of the Information Age

Name \_\_\_\_\_  
 Period \_\_\_\_\_  
 Date Started \_\_\_\_\_  
 Date Completed \_\_\_\_\_

**DoDEA Standards**

- ♦PT2c Make informed choices among technology systems, resources, and services
- ♦PT2d Apply generally accepted operations, management principles and procedures to the design of an operational plan.
- ♦PT2e Evaluate information critically and completely.
- ♦PT4c Use information accurately and creatively.

**Objectives**

- ♦ Describe the general evolution of computers since the early 1960s.
- ♦ Distinguish between data and information.
- ♦ List the basic components of a management information system (MIS)
- ♦ Explain what a decision support system (DSS) and an executive information system (EIS) can do.
- ♦ Understand what expert systems can do.
- ♦ Explain criticisms of MISs.

**Resource** Text: Business Management  
 Student Workbook and materials for above  
 Chapter 21, Management Information Systems (21.1—Tools of the Information Age)

**Time Frame** 3 hours

**Introduction**

In Chapter 21, Part 21.1, you will learn how computers have evolved since the since the 1960s, how transaction processing systems provide the database on which management information systems operate, the components of an MIS.

**Assignments**

**Where appropriate and possible, written answers must be in complete sentences and keyed. Turn in completed activities as directed by instructor.**

\_\_\_\_\_ Text: Read p. 487, Management Talk, and the workplace connections section and complete the questions for Analyzing Management Skills and Applying Management Skills on a separate sheet of paper.

\_\_\_\_\_ Text: Read Section 21.1, pages 488-495, Tools of the Information Age.

\_\_\_\_\_ Text: Management Careers in Focus (Management Analyst and Consultant), p. 494. Read and key answers to critical thinking questions.

- \_\_\_\_\_ Text: p 495, Section 21.1 Assessment: Key answers to critical thinking questions and case analysis.
- \_\_\_\_\_ Workbook, pages 316-319: Skill Building Activities 1, 2, and 3 : Reading, Math and Writing Skills. Key answers on your Chapter 10 Word Answer Document.