



STUDY OF MANAGEMENT INFORMATION SYSTEM

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❖ **ABSTRACT:-**

To the managers, Management Information System is an implementation of the organizational system and procedure. To a programmer it is nothing but file structures and file processing. However, it involves much more complexity.

The three components of MIS provide a more complete and focused definition, where System suggest integration and holistic view, Information stands for processed data and Management is the ultimate user, the decision makers.

❖ **KEY WORDS: Management, Information, MIS.**

❖ **INTRODUCTION:-**

A MIS focuses on the management of information system to provide efficiency & effectiveness of strategic decision making. The concept may include system termed transaction processing system, decision support system, expert systems, and executive information system. The term MIS is often used in the business school. Some of MIS contents are overlapping with other areas such as information system, information technology, informatics, e-commerce & Computer science. Therefore, the MIS term sometimes can be inter-changeable used in above areas. A MIS is a computerized data base of financial information organized and programmed in such a way that it produces regular reports on operations for every level of management in a company. It is usually also possible to obtain special reports from the system easily.

❖ **OBJECTIVES:**

- 1) To study of MIS
- 2) To study the types and terminology of MIS
- 3) To study objectives of MIS
- 4) To study benefits of MIS



❖ RESEARCH METHODOLOGY:

This paper is structured on secondary data i.e. reference book, research articles, newspapers, websites, Google and other materials relating management and MIS.

✓ **Definition**

Management Information System or MIS is a planned system of collecting, storing and disseminating data in the form of information need to carry out the functions of management.

✓ **Management:-**

Management covers the planning, control and administration of the operations of a concern. The top management handles planning, the middle management concentrates on controlling and the lower management is concerned with actual administration.

✓ **Information:-**

Information in MIS means the processed data that help the management in planning, controlling and operations of the concern. Data is processed i.e. recorded, summarized, compared & finally presented to the management in the forms of MIS report.

✓ **System:-**

Data is processed into information with the help of a system. A system is made up of inputs, processing, output & feedback or control.

Thus, MIS means a system for processing data in the form of information to the management for performing its functions.

✓ **Types and Terminology of MIS :-**

The term management information system (MIS), information system (IS), enterprise Resource planning (ERP) and information technology management(ITM) are often confused. Information system and MIS are broader categories that includes ERP, ITM concerns the operation

& company of information technology resources independent of their purpose.

- 1. Decision support system(DSS)** are computer program applications used by middle and higher management to compile information from a wide range of sources to support problem solving and decision making.
- 2. Executive information system (EIS)** is reporting tool that provides quick access to summarized reports coming from all company level and department such as accounting, human resources and operations.



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3. **Marketing information system (MIS)** are management information system designed specifically for managing the marketing aspects of the business
 4. **Accounting information system (AIS)** are focused on accounting functions.
 5. **Human resource management system (HRMS)** are used for personnel aspects.
 6. **Office automation system (OAS)** support communication and productivity in a enterprise by automating work flow and eliminating bottlenecks. OAS may be implemented at any and all levels of management.
 7. **School information management system (SIMS)** cover school administrations, and often including teaching and learning materials.

✓ **Objectives Of MIS :-**

Following are the basic objectives of an MIS

- **Capturing Data-**
Capturing contextual data or operational information that will contribute in decision making from various internal and external sources of organization.
- **Processing Data –**
The captured data is processed into information needed for planning, organizing, coordinating, directing and controlling functionalities at strategic, tactical and operational level.
- **Information Storages –**
Information or processed data need to be stored for future use.
- **Information Retrieval –**
The system should be able to retrieve this information from the storage as and when required by various users.
- **Information Propagation–**
Information or the finished product of the MIS should be circulated to its users periodically using the organizational network.

✓ **Benefits of MIS:-**

1. Companies are able to identify their strengths & weakness due to the presence of revenue reports employees performance record etc. identifying these aspects can help a company improve ,its business process and operation
2. Giving an overall picture of the company.
3. Acting as a communication and planning tool.
4. The availability of customer data and feedback can help the company to align its business process according to the need of its customer .the effective management of customer data can help the company to perform direct marketing & promotion activities.



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5. MISs can help a company gain competitive advantages is a firm ability to do something better cheaper or uniquely when compared with rival firms in the market

❖ CONCLUSION :

Management information system is the need of the hour. It should be based on a long term planning. A central data base is the back bone of a well-built MIS. It should create linkage between or sub system within the organization so that the decision makers can take right decision based on and integrated view. It should be planned in the top-down way. MIS should be take care of exceptional situation by reporting such situations. It is based on need of strategic, operational and tactical information of manager of an organization.

MIS focuses on the management of the information system to provide efficiency and effectiveness of strategic decision making. The concept may include system termed Transaction Processing System, Decision Support System, Expert System and Executive Information System.

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