

## **MS-108: Computers And Informationsystems**

### **Objectives**

The objectives of this course is to build up the experience of computer usage in business organizations with specific reference to commercial data processing systems and understanding of MIS and its application in decision making.

### **Course Contents**

- I. I. Computers - An Introduction - Computers in Business; Components of a Computer System; Generations of Computers and Computer Languages; Artificial Intelligence (AI), AI Tools -An Overview. Data Files Types / Organizations.
- II. System and Application Software: Operating System, DOS and Windows, OS commands and functions, Application Software Category.  
Data Communication and Networking: Topology, LAN, MAN, WAN, Communication Media Wired and wireless.
- III. Office Automation Tools  
Word Processor – Editing, Printing and Formatting of document, Mail merge.  
Electronic Spread sheet – Range, Formulas, Functions, Graphs, Basis statistical formulae. Presentation Tool – Creating an effective presentation.  
DBMS – Data Creation and Manipulation, Data Reports
- IV Management Information System: Definitions - Basic Concepts, Frameworks, System Development initiative, Different Methodologies - Life Cycle and Prototype approach. Features of various CBIS, Types of Information Systems. - TPS, MIS, DSS, KWS, OAS, experts system: evaluation and control of information systems.
- V. Decision Support System - An Overview: Relevance, scope, characteristics and capabilities, Components, Classification of DSS User Interface graphics menus - Forms, DSS tools - DSS generators, Specific DSS, Constructing a DSS: Steps in designing DSS.

### **Suggested Readings :**

1. *Burch, John and Grudnitski Gary. Information Systems: Theory and Practice. 5th ed., New York, John Wiley, 1989.*
2. *David, Van Over. Foundations of Business Systems. Fort Worth, Dryden, 1992.*
3. *Eliason, A L. On-line Business Computer Applications. 2nd ed., Chicago, Science Research Associates, 1987.*
4. *Estrada, Susan. Connecting to the Internet. Sebastopol, C A, O'Reilly, 1993.*
5. *Keen, Peter G.W.: Decision Support System an Organisational Perspective Addison-Wesley Pub.*
6. *Theierauff, Robert J. Decision Support System for-effective planning - - Prentice Hall - 1982.*
7. *Krober,Donald W., and Hugh.J. Watson Computer Based Information System Newyork, 1984*
8. *Turban, Efrain Decision Support & Expert Systems - Management Perspective - Macmillan Publishing Company, New York, 1988*

The list of cases and specific references including recent articles will be announced in the class at the time of launching of the course.