

NAME ***IHSAN ULLAH***

I.D ***6948***

DEPART ***B.S (S.E)***

SUBJECT ***Information System
And Data
Processing***

Teacher ***Sir Muhammad
Abrar Khan***

**Q.2: what is organization?
Explain different types of
organization?**

ANS:-

ORGANIZATION:-

Organization is the idea of putting things together in a logical order. The verb is “to organize”. An organization is a group of people who works together. Organization exist because people working together can achieve more than the person working alone.

Types of Organization:

1. Formal Organization

Structure:-

The organization structure of jobs and position with specified activities and relationships is known as Formal Organization Structure. It is created by management, to attain the objectives of the company.

- **Line Organization:**

Line organization is the oldest and simplest pattern of organization, where in the supervisor has outright

supervision over the subordinate. The flow of authority is from the top level executive to the person at the lowest level of the organization's echelon.

Project Management Organization:

Project Organization is not an independent organization, like the organization structure discussed above. Instead it is a set up within an organization, so as to accomplish a project or firm's objectives. It is led by the project manager, who is responsible for project objectives.

Matrix Organization:

Matrix organization is the emerging structure of the organization, which is a combination of functional organization and project organization. In such an organization, the functional department such as production, accounting, marketing, human resource, etc. constitute a vertical line of command, while project division constitute horizontal line of authority.

Informal Organization

Structure:

The relationship between the employees that relies on personal attitudes, prejudice and interests rather than procedures. It is a system of personal and social connection, whose creation is not needed by formal organization.

NOTE:

The organization structure is a basic idea, which depends on the activity authority relationship in the company. It is designed as such a way to realize business objectives.

Q.3: What are the difference between data and information? Give details with proper examples and explanation?

ANS: Difference between Data and Information:-

1. DATA:

- Qualitative or quantitative variables which helps to develop ideas or conclusions.

- Data is in the form of numbers, letters or a set of character.
- Data can be represented in tabular data, graph, data tree, etc.
- Data does not have any specific purpose.
- Information that can collected the data.
- It never depends on information.
- Measure in bits or bytes.
- It can be used in decision talking.
- Data contains unprocessed raw material.
- Data is the property of an organization and is not available for sale to the public.

- Data depends upon sources for collecting data.
- Data is based on records and observation which are stored in computer or remembered by a person.
- **Example:**
Each student's test score is one piece of data.

INFORMATION:

- It is a group of data which carries news and meanings.
- Information is ideas and inference.

- Represented in language, ideas and thoughts based on the given data.
- It carries meanings that has been assigned by interpreting data.
- Information that is processed.
- Information is the product and group of data which jointly carry a logical meaning.
- It depends on data.
- Measured in meaningful units like time, quantity, etc.
- It is widely used for decision making.

- Information is available for sale to the public.

EXALPLE:

The average score of a class or of the entire school is information that can be derived from the given data.

Q.1:

a): Why we define different needs become

**talking any task,
elaborate your answer?**

ANS:

We define needs and requirements when we are supposed to start a task, it is because these needs and requirements are connected either directly or indirectly with that particular task. The task cannot be able to complete without those needs. Defining the needs is the essential part of performing a task. With needs

on the board the task is going to complete easily.

Part b): what information is required if a person is thinking to start a specific business, also discuss different sources of information?

ANS:

To start a business following information are required:

1. How much do you know about that business?
2. Business is all about taking risks.
3. Is the particular business you are going tasks has a demand.
4. What are the pros and cons of that business.