

1. Data _____ explains the types of data and information sources that should be emphasized by the organization or system.

policy

2. The selection, combination, arrangement and formatting of symbols such as words, numbers and images to form data is known as data _____

organization

3. _____ are persons who answer a questionnaire survey

Respondents

4. Information is also known as a processed _____.

data

5. Analysis of labor turnover rates, performance appraisal, training programs and planning of incentives are examples of role of

statistics in personnel management

6. A _____ is a set of statements that describe the circumstances, objectives and constraints to be followed by people in an organization or information system concerning a particular activity or issue

policy

7. Any knowledge item that can be expressed in numbers or words is called

information

8. Data can be used to express raw _____ about something

facts

9. The following are data and information life-cycle of activities EXCEPT

data science

10. An automotive engine that provides mechanical energy for moving a car is a good example of a _____

system

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