

coordinating and controlling resources in an organisation
Management

[EDA842] **Information system**...is the combination of human and computer-based resources that results in the collection, storage, and use of data for the purpose of efficient management of operations.
Management information system

[EDA842] **Coordinating**...is the function of management that involves harmonizing and synchronizing all efforts of individuals and units to achieve a common objective
Coordinating

[EDA842] What is the first of the five basic managerial functions in an organisation?
Planning

[EDA842] **Planning**...involves setting objectives and determining what should be done to accomplish them.
Planning

[EDA842] The peak of the management levels is usually referred to as **Strategic level of management**...

[EDA842] Why do you think coordination is important in an organisation?
Without coordination, individuals and departments would lose sight of their role within the organisation.

[EDA842] **Motivation**...is the desire within an individual that stimulates him or her to action
Motivation

[EDA842] What are the three basic elements for managers to command effectively?
Leadership, communication and motivation

[EDA842] One of the following is the key attribute of good information
Accuracy

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