

1. What is the first step in the implementation of an MIS?

- a) Developing procedures for implementation
- b) Planning space layouts
- c) Acquiring floor space
- d) Training operating personnel

Answer: c) Acquiring floor space

Explanation: Acquiring floor space is the initial step in implementing an MIS as it provides the physical environment necessary for setting up the system.

2. What is the purpose of planning space layouts for MIS implementation?

- a) To train operating personnel
- b) To acquire computer-related acquisitions
- c) To organize the space for implementation
- d) To develop forms for data collection

Answer: c) To organize the space for implementation

Explanation: Planning space layouts ensures that the physical environment is arranged in an efficient manner to accommodate the MIS components and facilitate smooth implementation.

3. Which activity involves developing guidelines for using the MIS system efficiently?

- a) Developing forms for data collection
- b) Testing the system
- c) Documenting the system
- d) Training operating personnel

Answer: d) Training operating personnel

Explanation: Training operating personnel involves developing procedures and guidelines for using the MIS system effectively to achieve desired outcomes.

4. What is the purpose of computer-related acquisitions in MIS implementation?

- a) To develop forms for data collection
- b) To test the system
- c) To acquire necessary hardware and software
- d) To document the system

Answer: c) To acquire necessary hardware and software

Explanation: Computer-related acquisitions involve procuring the required hardware and software components essential for implementing the MIS effectively.

5. What is the final step in the MIS implementation process?

- a) Developing forms for data collection
- b) Testing the system
- c) Cutting over to the new system
- d) Evaluating the MIS

Answer: c) Cutting over to the new system

Explanation: Cutting over involves transitioning from the old system to the new MIS, marking the final stage of implementation.

6. Which activity ensures that the MIS operates according to predefined specifications?

- a) Developing forms for data collection
- b) Testing the system
- c) Documenting the system
- d) Training operating personnel

Answer: b) Testing the system

Explanation: Testing the system involves verifying that all components function correctly and meet predefined requirements before full deployment.

7. What is the purpose of documenting the MIS system?

- a) To acquire floor space
- b) To develop procedures for implementation
- c) To evaluate the MIS
- d) To provide reference materials for system operation and maintenance

Answer: d) To provide reference materials for system operation and maintenance

Explanation: Documenting the MIS system involves creating manuals, guides, and other materials that serve as references for users and administrators.

8. How is the effectiveness of the MIS system evaluated?

- a) By acquiring floor space
- b) By training operating personnel
- c) By developing forms for data collection
- d) By assessing its performance against predefined criteria

Answer: d) By assessing its performance against predefined criteria

Explanation: Evaluation involves comparing the actual performance of the MIS system against predetermined standards or objectives to determine its effectiveness.

9. Which activity involves developing templates for capturing data within the MIS system?

- a) Testing the system
- b) Developing forms for data collection
- c) Training operating personnel
- d) Documenting the system

Answer: b) Developing forms for data collection

Explanation: Developing forms for data collection involves creating templates or formats for capturing and inputting data into the MIS system.

10. What is the purpose of controlling and maintaining the MIS system?

- a) To acquire floor space
- b) To evaluate the MIS
- c) To ensure continuous operation and performance
- d) To develop procedures for implementation

Answer: c) To ensure continuous operation and performance

Explanation: Controlling and maintaining the MIS system involves ongoing activities to ensure its smooth operation and optimal performance over time.

11. What does the “cut over” phase of MIS implementation involve?

- a) Acquiring floor space
- b) Training operating personnel

- c) Transitioning from the old system to the new MIS
- d) Testing the system

Answer: c) Transitioning from the old system to the new MIS

Explanation: The “cut over” phase involves the actual transition from the previous system to the new MIS system.

12. Why is developing procedures for implementation important in MIS implementation?

- a) To evaluate the MIS
- b) To ensure smooth and systematic deployment
- c) To develop forms for data collection
- d) To control and maintain the system

Answer: b) To ensure smooth and systematic deployment

Explanation: Developing procedures for implementation establishes guidelines and protocols to follow, ensuring a structured and organized approach to deploying the MIS.

13. What role does testing play in MIS implementation?

- a) Developing forms for data collection
- b) Acquiring floor space
- c) Verifying the system’s functionality and performance
- d) Evaluating the MIS

Answer: c) Verifying the system’s functionality and performance

Explanation: Testing is essential for verifying that the MIS system functions correctly and

meets performance expectations before full deployment.

14. How does acquiring floor space contribute to MIS implementation?

- a) By evaluating the MIS
- b) By providing the physical environment for system setup
- c) By training operating personnel
- d) By developing forms for data collection

Answer: b) By providing the physical environment for system setup

Explanation: Acquiring floor space provides the necessary physical infrastructure to set up and deploy the MIS system effectively.

15. What is the primary purpose of developing files in MIS implementation?

- a) To acquire floor space
- b) To evaluate the MIS
- c) To organize and store data efficiently
- d) To control and maintain the system

Answer: c) To organize and store data efficiently

Explanation: Developing files involves creating structures and protocols for organizing and storing data within the MIS system, ensuring efficient data management.

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