

Office Systems & Technology
Chapter 5 – C

1. _____ Analysis
2. _____ Data Audit
3. _____ Design
4. _____ System Audits
5. _____ Systems Life Cycle

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| <ol style="list-style-type: none">A. A “blueprint” of what the user needs in a system.B. A dynamic process that requires interaction with personnel at all levels within the organization for analysis, design, development, implementation and operation and maintenance of the organization’s computer based information system.C. Comprehensive audits on the computer-based information system to determine the effectiveness of all the security controls.D. Problem-solving process identifying causes and solutions.E. Surveys data files for accuracy and completeness. |
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True or False

6. _____ Development consists of programming, testing, documenting, training and converting to the new system.
7. _____ Internal audits should be done on a regular basis.
8. _____ Output audits verify process accuracy.
9. _____ Maintenance includes required changes in hardware, not software.
10. _____ Troubleshooting is best handled on a trial and error method.