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# HOW TO SCORE GOOD MARKS IN ISCA

Dear friends, I know that ISCA is the only subject in which most of the students don't get good marks. To get good marks in this subject, it is important to write the answers in a professional way, not just in a normal way as we used to do in our school times. Examiner expects that we should have an understanding of each topic in this subject, so examiner wants that we should present the answer in an impressive way.

For answering the questions, don't start the answer directly, let the examiner know that we know about this topic. You have to write in brief about that topic first in 5 to 6 lines & then start your main answer. This creates a best impression on the checker. You will fetch good marks for sure by doing this.

So, I have made an effort to brief out each chapter. Learn these notes by heart. If you don't know the main answer, you can write at least these points. You will surely get some marks.

## CHAPTER 1 : INFORMATION SYSTEMS CONCEPTS

A system is a collection of certain components (inputs) which work together (processing) to achieve certain objectives (output).

Processed data is known as information. Any data which have value to its recipient is information.

Information System is a system of computers, data, software etc. which is used to process data & provide required information with characteristics such as accurate, reliable, timely, complete etc.

There are various types of Information Systems for better decision making & to achieve the objectives of the organization in efficient & effective manner.

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## CHAPTER 2: SYSTEM DEVELOPMENT LIFE CYCLE METHODOLOGY

Development of a correct system is of utmost importance in order to get complete error free infrastructure for data processing.

Whenever an organization want to change its old information system with new one, a process starts in an organization which is known as System Development Process.

This process includes many steps or phases, for example:

- Preliminary Investigation
- System Analysis
- System Design
- System Acquisition & Software Development
- System Testing
- System Implementation & Maintenance

However, System Analysis & System Design are the most crucial phases.

All these phases are known as SYSTEM DEVELOPMENT LIFE CYCLE METHODOLOGY.

## CHAPTER 3 : CONTROL OBJECTIVES

In today's world, organizations are highly dependent on Information Technology Systems for carrying out their day to day workings. So controls are required to be in place for efficient & effective use of IT systems.

Control is a check to avoid any error & fraud. There are various types of control techniques that the organization can apply.

Controls help to improve data integrity, reputation, data security, system performance.

Controls help to prevent or detect & correct the undesired risk events & help to achieve business objectives with minimum or no hindrance.

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## CHAPTER 4 : TESTING GENERAL & AUTOMATED CONTROLS

Testing is a systematic method used to determine whether controls are efficient & effective in its

- Design &
- Operation

It ensures whether controls applied are adequate in determining material weakness or not.

There are two types of testing – (a) Substantive Testing & (b) Compliance testing.

Testing of entire data is not possible due to time & cost constraints, therefore a sample of data is selected from the entire data which represents the entire data.

## CHAPTER 5 : RISK ASSESSMENT METHODOLOGIES & APPLICATIONS

Risk is a probable threat which can cause harm to the organization or information system.

Risk arises due to widespread use of new technologies, extensive use of online system, distributed data processing, frequent technological changes, etc.

In order to overcome the loss due to risk, an organization should careful identify, analyze & evaluate the risk, then accordingly prepare risk mitigation plans to avoid or reduce the risk. Appropriate level of control is required to avoid or minimize the risk.

## CHAPTER 6 : BUSINESS CONTINUITY PLANNING & DISASTER RECOVERY PLANNING

Disaster means any event or action due to which business operations or activities are interrupted & which may cause substantial losses to the organization.

So, in order to overcome this situation, an organization is required to prepare a recovery plan to ensure

- business survival (i.e. business continuity planning), and
- recovery of business operations (i. e. disaster recovery planning)

Various types of techniques & tools are used by the organization to achieve the aforesaid objectives.

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**CHAPTER 7 : OVERVIEW OF ENTERPRISE RESOURCE PLANNING**

Over the decades, ERP has gained a tremendous importance in the organizations.

ERP is an Information System which helps to integrate organization's functions & resources wherever they are located.

ERP helps in day to day business problems by using best business practices & advanced technologies.

It is not just a simple software, it includes functions & features which help to manage the organization in the most efficient manner.

**CHAPTER 8 : INFORMATION SYSTEMS AUDITING STANDARDS, GUIDELINES, BEST PRACTICES**

Like Accounting Standards provide a standard framework for preparation & reporting of financial statements, in the same way Information systems audit standards provide guidelines for development, maintenance & security of Information System and resources.

These standards helps the auditors to discharge their functions in a more organized and efficient manner.

Moreover, users or clients of the entities are ensured that they are provided with best services from the organization.

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**CHAPTER 9 : DRAFTING OF IS SECURITY POLICY, AUDIT POLICY, IS AUDIT REPORTING – A PRACTICAL PERSPECTIVE**

Information is an important resource for any organization. And simultaneously it is very essential to secure this information from theft, manipulation, unauthorized access, hackers etc.

An organization with no or little information security does not find its place in this competitive world. There may me financial loss as well as reputation loss without Information Security.

To achieve the purpose of Information Security, organization must frame an Information Security Policy which must be audited on regular basis to ensure its efficiency & effectiveness.

**CHAPTER 10 : INFORMATION TECHNOLOGY (AMENDMENT) ACT, 2008**

Today's world is computer world. During the recent past, transactions are taking place in electronic form to avoid unnecessary delays & cost.

Information Technology Act is established to provide legal validity to E-Commerce activities or Electronic Transactions.

It provides integrity & authentication to electronic agreement.

It provides a legal system to resolve dispute regarding electronic transactions & E-Commerce.

It provides a needed system for encouraging low cost, efficient & transparent electronic activities.

The most important objective of this act is E-Governance.

**ALL THE BEST FOR YOUR EXAMS**

**THANKS**