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QUICK BITES

Information Technology and Strategic Management

[For CA-Intermediate (IPC) Course]

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Quick Bites Information Technology and Strategic Management

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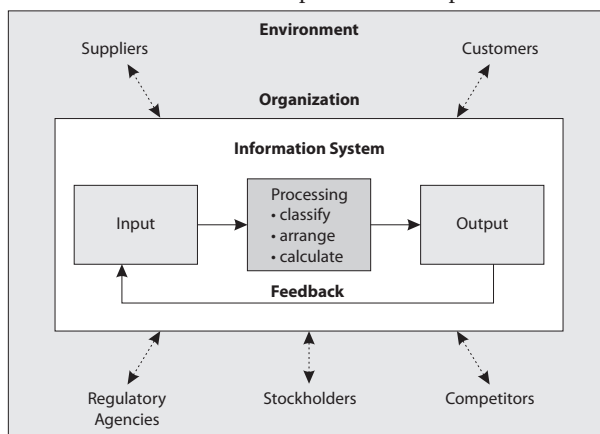
Part-2 Information Systems and IT Fundamentals

Chapter 4: Introduction to Information Systems

Imagine if there is no television, no cell phone, no facebook, no WhatsApp, no twitter, no fax, the collapse of the banking system. Most of our lives would be affected dramatically.

What is an Information System?

Information System: A set of people, procedures, and resources that collects, transforms, and disseminates information in an organization. A system that accepts data resources as input and processes them into information products as output.



Reasons to Use IT for Business

- i. Communication Capabilities
- ii. Data and Information Management
- iii. Automated Processes

Importance of IT in Auditing

- Information Technology encompasses all aspects of functioning of enterprises from strategy to operations, conception to completion and from ideation to value creation.
- The location of digital data could be traced to computers and servers either at identified offices of clients or vendors.
- The increasing digitization of data leads to an increasing impact and exerts continuing pressure on Accountants and Auditors to expand their skills beyond traditional roles of using IT for office automation to providing innovative services harnessing the power of technology.
- Auditors provide solutions to complex issues by integrating specialized technology with their extensive experience to create new strategic business processes.

Auditing in IT Environment

- Auditing in a computerized environment would depend on the scope and objective of audit.
- Audit broadly involves the process of evaluating and reporting the adequacy of system controls, efficiency, economy, effectiveness, and security practices
- It assures that assets and information resources are safeguarded, that data integrity is protected, and that the system complies with applicable policies, procedures, standards, rules, laws and regulations.

The Audit Objectives

- ❑ Existence
- ❑ Authorization
- ❑ Valuation
- ❑ Cut-off
- ❑ Compliance
- ❑ Operational
- ❑ Assisting management
- ❑ Participating

Differences in Audit Procedures in IT Environment

- a. Study Technical Aspects
- b. Use Unique Techniques
- c. Audit Software Usage

Types of Information System Control procedures:

- ❑ Strategy and direction.
- ❑ General Organization and Management.
- ❑ Access to IT resources, including data and programs.
- ❑ System development methodologies and change control.
- ❑ Operation procedures.
- ❑ System Programming and technical support functions.
- ❑ Quality Assurance Procedures.
- ❑ Physical Access Controls.
- ❑ Business Continuity Planning (BCP) and Disaster Resource Planning (DRP).
- ❑ Network and Communication.
- ❑ Database Administration.
- ❑ Protective and detective mechanisms against internal and external attacks.

Special Features of Auditing in an IT Environment

- ❑ Know the Methodology of Audit
- ❑ Understand the steps and techniques

Impact of IT on Risks and Controls**Impact of IT on Risks**

- a. leads to ease in perpetration of computer related crimes thereby increasing temptation for abuse.
- b. On-line processing of data and validation checks would help the prospective perpetrator in guessing passwords and aid in circumventing controls in inputs to computer.
- c. Appropriate controls are not resident within the computer systems to detect or to prevent the accidents.
- d. a failure to recognize risks or potential impacts of those risks.

Impact of IT on Controls

- a. Realignment of functions data entry and source of transactions may be centralized.
- b. Changes in custody of files and documents:
- c. Transfer of responsibilities Single
- d. Decline of accountability

Auditors' Concern

The key concerns of auditor are as follows:

- a. Develop and apply new criteria in evaluating control weaknesses in Computerized Information Systems (CIS);
- b. Tailor testing techniques to the CIS under study; and
- c. Use computers to perform some portions of audit examination.

Chapter 5: Computing and Other Emerging Technologies

What is Computing?

Computing is the process of utilizing computer technology to complete a task. It involves computer hardware, software and a computer system.

Sub-fields of Computing

- | | |
|--------------------------|----------------------------|
| i. Computer Science | iv. Information Technology |
| ii. Computer Engineering | v. Software Engineering |
| iii. Information Systems | |

Computing Technologies

Server Computing (Client-Server Architecture)

A server is a computer (Hardware) or device on a network dedicated to run one or more services (as a host), to serve the needs of the users of other computers on a network. Client/server model is a concept for describing communications between computing processes that are classified as service consumers (clients) and service providers (servers).

Client-server Computing

Client-server computing is a distributed computing model in which client applications request services from server processes.

A **client application** is a process or program that sends messages to a server via the network. The **server process** or program listens for client requests that are transmitted via the network.

Types of Server

Database Servers

A **database server** is a server computer that runs database software, such as Microsoft's SQL Server 2000.

File Servers

The most common task of a file server is to store shared files and programs.

Print Servers

Print Server is a computer that manages one or more printers

Internet Servers

There are various types of server applications that provide a service over the Internet like web servers, mail servers, FTP servers, multimedia servers and real-time communication servers

Web Servers

A **Web server** is a server computer that runs softwares that enables the computer to host an Internet Web site.

Mail Servers

A **Mail server** is a server that handles the network's e-mail needs.

Multimedia Servers

Multimedia Servers are software applications designed to stream audio and visual files over the Internet.

Real Time Communication Servers

Real Time Communication servers include chat servers, IRC servers, instant messaging servers and video messaging servers.

FTP Servers

FTP Servers are used to transfer files from one computer to another over the Internet.

Application Server

An **application server** is a software framework dedicated to the efficient execution of procedures (programs, routines, scripts) for supporting the construction of applications.

Transaction Servers

A transaction server is a software component that is used in implementing transactions.

Proxy Server

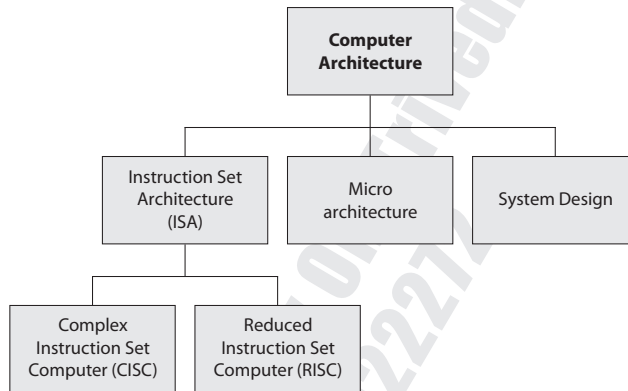
A **Proxy Server** is designed to restrict access to information on the Internet.

Popular Computing Architecture

A computer system is sometimes subdivided into two functional entities:

- Hardware
- Software

Computer architecture is the art that specifies the relations and parts of a computer system.



Instruction Set Architecture (ISA)

The **instruction set**, also called **instruction set architecture (ISA)**, is a part of the computer that pertains to programming, which is basically machine language.

Instruction Set Architecture (ISA) is related to the programming of a computer – that is, how the computer understands what each element in its basic language means, what instructions are to be carried out and in what order, etc.

Examples of instruction set

ADD - Add two numbers together.

IN - Input information from a device, e.g. keyboard.

LOAD - Load information from RAM to the CPU.

Complex Instruction Set Computer (CISC)

If the control unit contains a number of micro-electronic circuitry to generate a set of control signals and each micro-circuitry is activated by a micro-code, this design approach is called CISC design.

Examples of CISC processors: Intel 386, 486, Pentium, Pentium Pro, Pentium II, Pentium III processors etc.

Reduced Instruction Set Computer (RISC)

To execute each instruction, if there is separate electronic circuitry in the control unit, which produces all the necessary signals, this approach of the design of the control section of the processor is called RISC design. It is also called hard-wired approach.

Examples of RISC processors: IBM RS6000, MC88100 processors etc.

Micro Architecture

Micro Architecture is also known as Computer Organization. It is concerned with the way the hardware components operate and the way they are connected together to form the computer system.

Micro architecture is the term used to describe the resources and methods used to achieve architecture specification.

System Design

Systems design is the process of defining the architecture, components, modules, interfaces, and data for a system to satisfy specified requirements.

It includes all of the other hardware components within a computing system such as:

- i. System interconnects-Computer buses and switches:
- ii. Memory controllers and hierarchies:
- iii. CPU off-load mechanisms-Direct Memory Access (DMA):
- iv. Issues-multi-processing, virtualization, software features etc.

Emerging Computing Models

Cloud Computing

A method of computing in which an individual or an organization makes use of another organizations excess computing power or data storage capacity.

What is Cloud Computing?

Cloud Computing: A type of computing, comparable to grid computing that relies on sharing computing resources rather than having local servers or personal devices to handle applications, involves delivering hosted services over the Internet.

Example:

Online file storage, social networking sites, webmail, and online business applications.

Characteristics of Cloud Computing

- | | | |
|-------------------------------|----------------|-----------------------|
| i. Elasticity and Scalability | iii. On-demand | v. Multi Tenancy |
| ii. Pay-per-Use | iv. Resiliency | vi. Workload Movement |

Service Models of Cloud Computing

Cloud Computing = Software as a Service + Platform as a Service + Infrastructure as a Service + Network as a Service + Communication as a Service

a) Software as a Service (SaaS)

- Users can access a software application hosted by the cloud vendor on pay per-use basis.
- A SaaS provider gives subscribers access to both resources and applications.
- SaaS makes it unnecessary for you to have a physical copy of software to install on your devices.

b) Platform as a Service (PaaS):

- A PaaS system goes a level above the Software as a Service setup.
- A PaaS provider gives subscribers access to the components that they require to develop and operate applications over the internet.

c) Infrastructure as a Service (IaaS):

- It is the foundation of cloud services.
- It provides basic infrastructure services to customers.
- It provides clients with access to server hardware, storage, bandwidth and other fundamental computing resources.

d) Network as a Service (NaaS)

- NaaS is a category of cloud services where the capability provided to the cloud service user is to use network/transport connecting services.
- NaaS involves optimization of resource allocation by considering network and computing resources as a whole.

e) Communication as a Service (CaaS)

- CaaS has evolved in the same lines as SaaS.
- CaaS is an outsourced enterprise communication solution that can be leased from a single vender.

- The CaaS vendor is responsible for all hardware and software management and offers guaranteed Quality of Service (QoS).

Cloud Computing Environment

- i. A cloud is called a “**public cloud**” when the services are rendered over a network that is open for public use. Public cloud services may be free or offered on a pay-per-usage model.
- ii. **Private cloud** is cloud infrastructure operated solely for a single organization, whether managed internally or by a third-party, and hosted either internally or externally.
- iii. **Community cloud** shares infrastructure between several organizations from a specific community with common concerns (security, compliance, jurisdiction, etc.), whether managed internally or by a third-party, and either hosted internally or externally.
- iv. **Hybrid cloud** is a composition of two or more clouds (private, community or public) that remain distinct entities but are bound together, offering the benefits of multiple deployment models.

Cloud Computing Architectural Considerations

Parts of Cloud Computing Architecture – Front end (Fat client, thin client mobile devices, etc.) – Back end (Server, storage, etc.)

Advantages of Cloud Computing

- | | |
|------------------------------|------------------------------------|
| i. Cost Efficient | iv. Automatic Software Integration |
| ii. Almost Unlimited Storage | v. Easy Access to Information |
| iii. Backup and Recovery | vi. Quick Deployment |

Disadvantages of Cloud Computing

- | | | |
|---------------------|---------------------------|----------------------|
| i. Technical Issues | ii. Security in the Cloud | iii. Prone to Attack |
|---------------------|---------------------------|----------------------|

Mobile Computing

It is the use of portable computing devices (such as laptop and handheld computers) in conjunction with mobile communications technologies to enable users to access the Internet and data on their home or work computers from anywhere in the world.

Mobile computing involves:

- i. Mobile Communication
- ii. Mobile Hardware
- iii. Mobile Software

Business Applications of Mobile Computing

- | | |
|---|--|
| i. Increase in workforce productivity | iv. Transformation in business processes |
| ii. Improvement in customer service | v. Dynamic and efficient business offerings |
| iii. Improvement in incident management | vi. Availability of data at multiple locations |

Mobile Computing Concerns

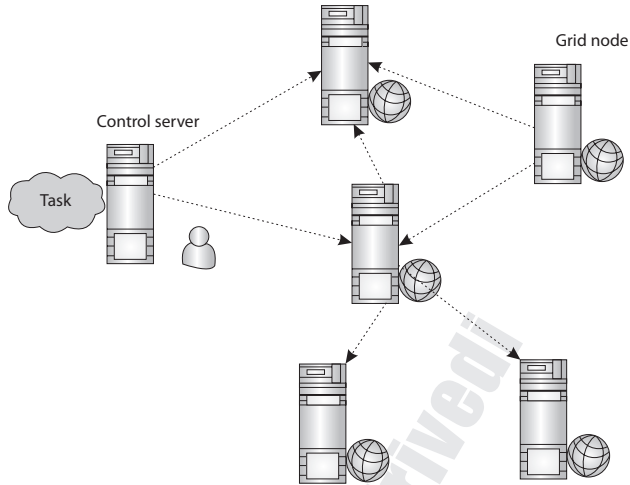
- | | |
|--------------------------------|----------------------------|
| ■ Security of data | ■ Power consumption |
| ■ Dangers of misrepresentation | ■ Potential health hazards |

Grid Computing

Grid Computing is a computer network in which each computer's resources are shared with every other computer in the system.

Grid computing in general is a special type of parallel computing that –

- relies on complete computers (with onboard CPU, storage, power supply, network interface, and so forth)
- connected to a network (private, public, or the Internet) by a conventional network interface.



Benefits of Grid Computing

- ❑ Making use of Underutilized Resources
- ❑ Resource Balancing
- ❑ Parallel CPU Capacity
- ❑ Access to additional resources
- ❑ Reliability
- ❑ Management
- ❑ Virtual resources and virtual organizations for collaboration

Types of Resources

- ❑ Computation
- ❑ Storage
- ❑ Communication
- ❑ Software and licenses
- ❑ Special equipment, capabilities, architecture and policies

Using a Grid: User's Perspective

- ❑ Enrolling and installing Grid Software
- ❑ Logging onto the grid
- ❑ Queries and submitting jobs
- ❑ Data configuration
- ❑ Monitoring progress and recovery
- ❑ Reserving resources

Using a Grid: An Administrative Perspective

- ❑ Planning
 - Security
 - Organization
- ❑ Installation
- ❑ Managing enrollment of donors and users
- ❑ Certificate Authority
- ❑ Resource Management
- ❑ Data sharing

Network Virtualization

- ❑ Virtualization is the process of creating logical computing resources from available physical resources.

Network virtualization is the process of combining hardware and software network resources and network functionality into a single, software-based administrative entity, a virtual network.

- ❑ **External virtualization**, combining many networks or parts of networks into a virtual unit,
- ❑ **Internal virtualization**, providing network-like functionality to software containers on a single network server

Major Applications of the Concepts of the Virtualization

- i. Server Consolidation:
- ii. Disaster Recovery:
- iii. Testing and Training:
- iv. Portable Applications:
- v. Portable Workspaces:

Types of Virtualization

- i. Hardware Virtualization
- ii. Network Virtualization
- iii. Storage Virtualization

Chapter 6: Information System Layers, Life Cycle and Modern Technologies

The layers of an information system encompass the hardware and software used to deliver the solution to the final consumer of services.

Step i: Applications Software

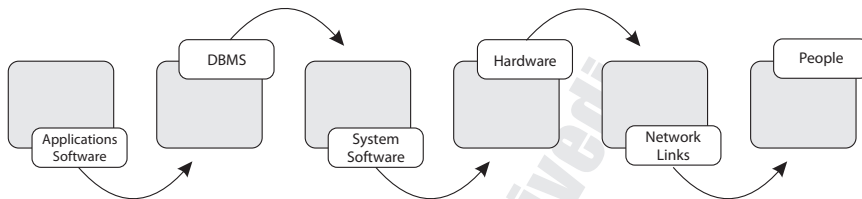
Step ii: DBMS

Step iii: System Software

Step iv: Hardware

Step v: Network Links

Step vi: People



Application Software

Application Software: Programs that specify the information processing activities required for the completion of specific tasks of computer users. Examples are electronic spreadsheet and word processing programs or inventory or payroll programs

Types of Application Software

- ❑ Application Suite
- ❑ Enterprise Software
- ❑ Enterprise Infrastructure Software
- ❑ Information Worker Software
- ❑ Content Access Software
- ❑ Educational Software
- ❑ Media Development Software

Advantages of Disadvantages Application Software

Advantages of Application Software

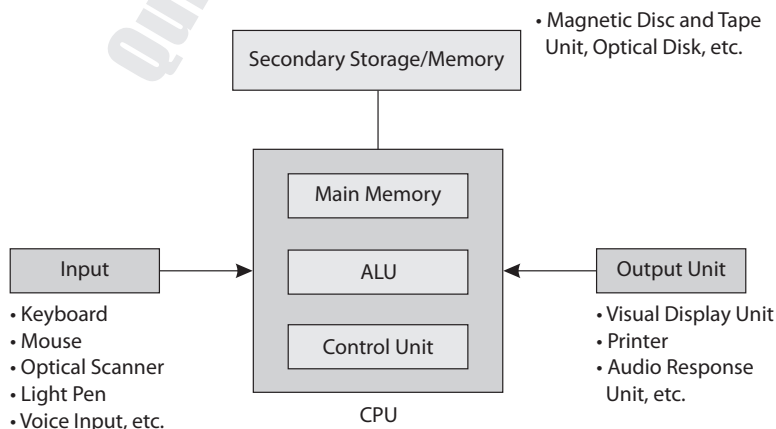
1. Addressing User needs
2. Less threat from virus
3. Regular updates

Disadvantages of Application Software

1. Development is costly
2. Infection from Malware

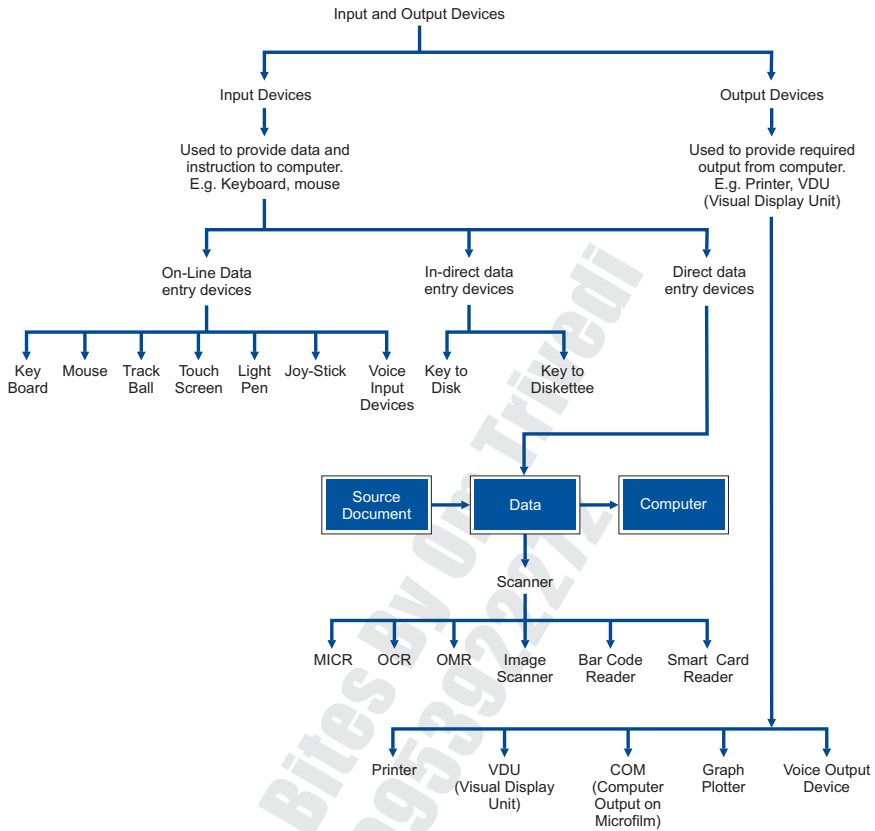
Hardware

Components of a Computer Hardware System

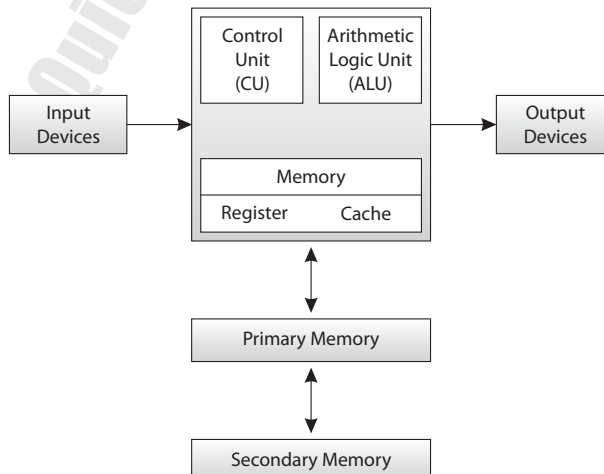


Input/Output Devices

Input/Output devices are required for users to communicate with the computer.



Processing Devices



Random Access Memory	Read Only Memory
RAM is a volatile memory and when the computer is turned off, RAM loses its data. When the computer is turned on again, operating system and other files are once again loaded into RAM usually from the hard disk.	Unlike RAM, ROM is non-volatile. The contents of ROM remain even after the computer is switched off.
This is Read Write memory wherein information can be read as well as modified.	Originally, the ROM used to be read only; however, the new versions of ROM allow limited rewriting making it possible to upgrade firmware such as the BIOS by using installation software.

System Software

Programs that control and support operations of a computer system. System software includes a variety of programs, such as operating systems, database management systems, communications control programs, service and utility programs, and programming language translators.

Functions of Operating System

The Main functions of operating system are as follows:

1. **Memory Management:** OS efficiently allocates both primary and auxiliary memory for different tasks, data and programs.
2. **Processing Management:** OS efficiently manages different processing tasks like execution of programs, data transfer between different devices, etc.
3. **Hardware (devices) and Software (applications) Management:** It does efficient management of all peripheral devices, like printer, hard-disk, scanner, etc and it also efficiently manages different applications/software efficiently like MS-Office, printer's software, etc.
4. **File Management:** OS protects files from loss and corruption. It also does efficient allocation of space for file storage and allows features like multi-sharing for same file, etc.
5. **Security Management:** OS provides the features for managing the security of both the users and data on the computers. The features like id, passwords and security attributes to the files are some common security features provides by an operating system.
6. **Job scheduling and Accounting:** OS can execute many tasks simultaneously and it maintains track of resources used by multiple jobs/tasks being executed simultaneously. In case of multitasks execution, OS maintains track of tasks to be executed by providing a queue and scheduling these tasks for execution by the same CPU.
7. **Interaction with Users (User Interface):** The OS like "Window" provides a Graphical User Interface (GUI) to the users which helps in a user friendly interaction between a computer and users.
8. **Interrupt Management:** Interrupt is a kind of request from attached devices to the CPU for processing and data transfer, etc. An operating system can efficiently manage many interrupts simultaneously without failing to respond to every device request for task.

Database Management Systems (DBMS)

What is a Database System?

A **database system** is basically a computer based record keeping system.

Database: An integrated collection of logically related data elements. A database consolidates many records previously stored in separate files so that a common pool of data serves many applications.

What is a Database Management System (DBMS)?

- DBMS are software that aid in organizing, controlling and using the data needed by the application programme.

A set of computer programs that controls the creation, maintenance, and utilization of the databases of an organization.

Objectives of DBMS

- To know its information needs;
- To acquiring that information;
- To organize that information in a meaningful way;
- To assure information quality; and
- To provide software tools so that users in the enterprise can access information they require.

DBMS Operations on the Files

- Adding new files to database,
- Deleting existing files from database,
- Inserting data in existing files,
- Modifying data in existing files,
- Deleting data in existing files, and
- Retrieving or querying data from existing files

Database Models

A conceptual framework that defines the logical relationships among the data elements needed to support a basic business or other process.

Type of Database Models

- Hierarchical Database Model
- Network Database Model
- Relational Database Model
- Object Oriented Database Model

Hierarchical Database Model	Network Database Model
The hierarchical model permits a record to be a member of only one set at onetime.	Unlike the hierarchical mode, the network model permits a record to be a member of more than one set at one time.
The hierarchical data structure implements one-to-one and one-to-many relationships.	The network model allows us to represent one-to-one, one-to-many and many-to-many relationships.
Each parent record may have one or more child records, but no child record may have more than one parent record.	Each parent record may have one or more child records, and even a child record may have more than one parent record.
The hierarchical model does not represent redundancy in data efficiently.	The network model is able to represent redundancy in data more efficiently than in the hierarchical model.
The hierarchical data structures require specific entrance points to find records in a hierarchy.	The network data structures can be entered and traversed more flexibly.

Relational Database Model

It is structured into a series of two-dimensional tables.

A logical data structure in which all data elements within the database are viewed as being stored in the form of simple tables. DBMS packages based on the relational model can link data elements from various tables as long as the tables share common data elements.

Object Oriented Database Model

It provides a unique object identifier (OID) for each object.

An Object Oriented database can extend the existence of objects so that they are stored permanently, and hence the objects persist beyond program termination and can be retrieved later and shared by other programs.

Advantages of a DBMS

- i. Permitting data sharing:
- ii. Minimizing Data Redundancy:
- iii. Integrity can be maintained:
- iv. Program and file consistency:
- v. User-friendly:
- vi. Improved security:
- vii. Achieving program/data independence:
- viii. Faster application development:

Disadvantages of a DBMS

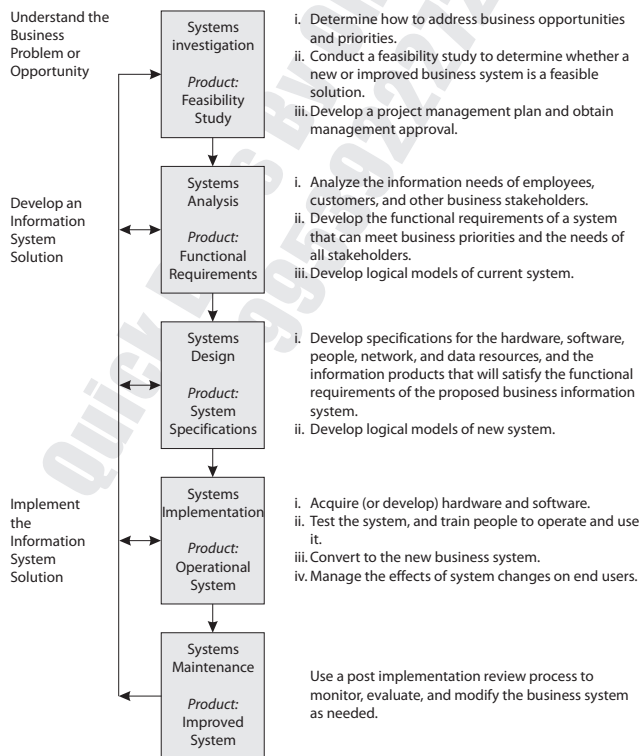
- i. Cost
- ii. Security

Information System Life Cycle or Software/System Development Life Cycle (SDLC)

What is system Development?

System Development: System development is a simple process to writing programs to solve the needs of the user

Systems Development Life Cycle (SDLC): Conceiving, designing, and implementing a system. Developing information systems by a process of investigation, analysis, design, implementation, and maintenance.



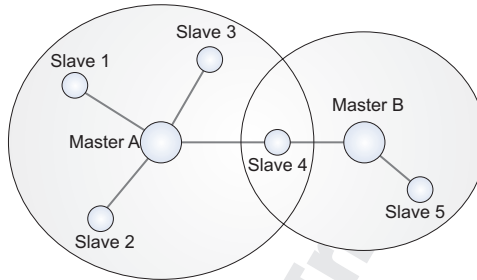
Recent Technologies/Devices

Bluetooth

It is designed to be an inexpensive, wireless networking system for all classes of portable devices, such as laptops, PDAs (Personal Digital Assistants), and mobile phones.

Bluetooth Networking

The **Bluetooth** technology provides both a point-to-point connection and a point-to-multipoint connection.



Wi-Fi

Wi-Fi works with no physical wired connection between sender and receiver.

Notebook Computers

Notebook computers typically weigh less than 6 pounds and are small enough to fit easily in a briefcase.

Notebook computers come with battery packs that enable you to run them without plugging them in.

Laptop Computers

A **small, portable computer** – small enough that it can sit on your lap.

Tablet Computer or Tablet

A tablet computer, or simply tablet is a one piece general-purpose computer contained in a single panel.

Features of Tablet Computer or Tablet

- | | |
|-----------------------|-----------------|
| i. Input Method: | v. Performance: |
| ii. Size: | vi. Software: |
| iii. Battery Life: | vii. Wireless: |
| iv. Storage Capacity: | |

Smart Phone

A **smartphone**, or **smart phone**, is a mobile phone with more advanced computing capability and connectivity than basic feature phones.

Touchpad: A touchpad is an input device. This is also known as a glide pad, glide point, pressure sensitive tablet, or track pad. It is found on the majority of portable computers, and now also available with some external keyboards, that allow you to move the mouse cursor without the need of an external mouse.

i Pad

The iPad runs a version of iOS. iOS is designed for finger based use and has none of the tiny features which required a stylus on earlier tablets. Apple introduced responsive multi touch estures, like moving two fingers apart to zoom in.

iPod

The iPod is a line of portable media players designed and marketed by Apple Inc. The first line was released on October 23, 2001, about 8½ months after iTunes (Macintosh version) was released.

Ultra-Mobile PC (UMPC)

An Ultra-Mobile PC is a small form factor version of a pen computer, a class of laptop whose specifications were launched by Microsoft and Intel in spring 2006.

Android

Android is an operating system based on the Linux kernel with a user interface based on direct manipulation, designed primarily for touchscreen mobile devices such as smartphones and tablet computers, using touch inputs, that loosely correspond to real-world actions, like swiping, tapping, pinching, and reverse pinching to manipulate on-screen objects, and a virtual keyboard.

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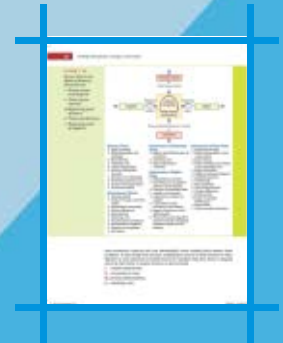
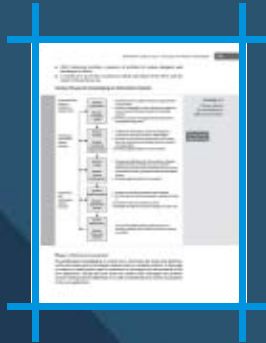
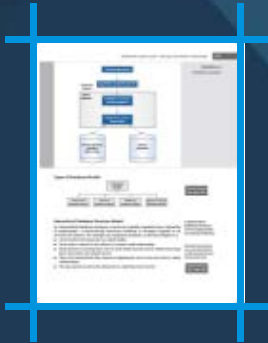
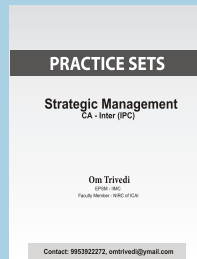
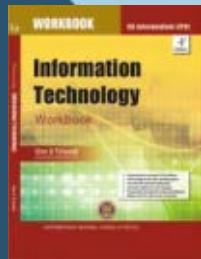
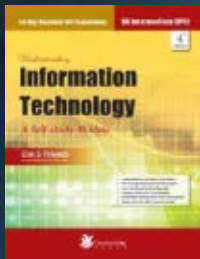
Advantage You



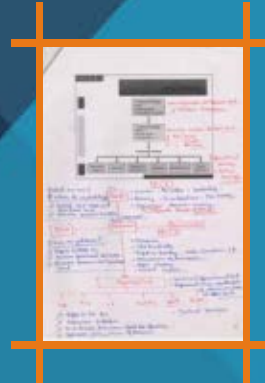
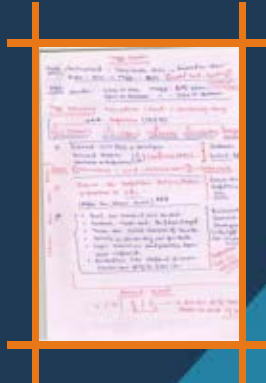
Concept Based Teaching

- Comprehensive coverage in 42 lectures
- Corporate example with Real Life Cases
- Complete coverage of SM, PM, Summary Notes and Charts

Well Designed Study Kit



Class Notes in Work Books



Memory Techniques

- Smart use of "Memory Codes" for memorization of concepts.

"Innovate through Motivation"

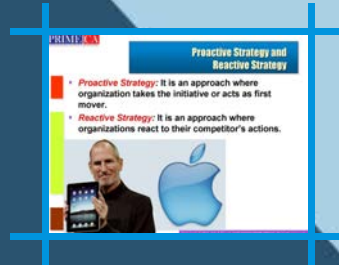
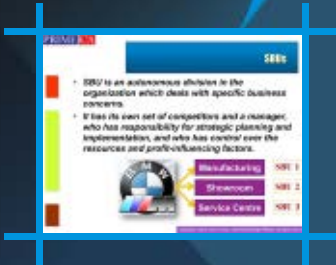
Advantage You



Audio Visual Techniques

- Use of PPTs in class at appropriate places for concept clarity.
- Smart use of Animated Videos and Videos Cases to facilitate easy learning of concepts.

PPTs



Animated Videos

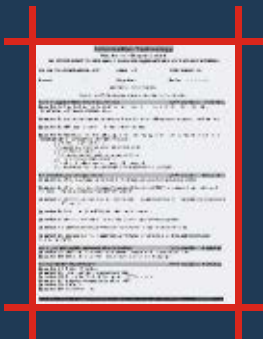
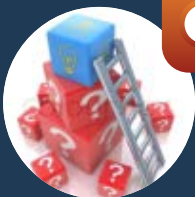


Corporate Videos Caselets



Class Test, Quick Bites, LMR, & Paper Analysis

- Chapter - wise Level I and II class tests.
- Charts and summary notes in the form of "Quick Bites" for quick revisions.
- LMR "Last Minute Revision" topics are provided just 2 days before the examination.



Class Tests



Quick Bites



LMR



Paper Analysis

"Plan to win with our study"

Advantage You



Collaboration Tools for You

- Apart from teaching in the Classroom, we facilitate you with several modes of interaction through modern interfaces and technologies.



- Social media interactions for revision and query resolutions.
- Use of Facebook Live for revision of each chapters.



- WhatsApp Groups for each batch to share all class notes, supplementary materials, etc. and query resolutions.

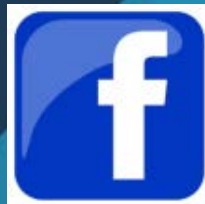


- Telephonic interaction to resolve doubts everyday between 8 to 10 pm on Om Sir's personal number.

Youtube Channel



Strategy Classes



Om Trivedi
IT-SM Classes



Prime CA



Students' Helpdesk

☎ 011-45685002

☎ 9953922272, 9953878636

☎ 9958300572

Address : D-151A, Vikas Marg, Laxmi Nagar, Delhi - 110092 India (Near Metro Gate No. 5)



Prof. OM TRIVEDI

Faculty Member of ICAI, EPSM-IIM

Author & Corporate Speaker

IT - SM

Batches for November 2017 and May 2018

"Sun Risers"

Subjects	Start Date	Days	Finish Date	Timings	Lectures	Venue
IT Then SM	21 st April, 2017	M/W/F	21 st July, 2017	6.30 to 9.30 am	42-44	NIRC of ICAI
SM Then IT	9 th June, 2017	M/W/F	27 th Aug., 2017	6.30 to 9.30 am	42-44	NIRC of ICAI
IT Then SM	24 th July, 2017	M/W/F/S	24 th Sep., 2017	6.30 to 9.30 am	42-44	NIRC of ICAI

"Smart 40"

Subjects	Start Date	Days	Finish Date	Timings	Lectures	Venue
IT Then SM	25 th May, 2017	T/T/S	31 st Aug., 2017	2.30 to 5.30 pm	42-44	Laxmi Nagar

"Game Changers"

Subjects	Start Date	Days	Finish Date	Timings	Lectures	Venue
IT Then SM	29 th May, 2017	M/W/F/S	11 th Aug., 2017	2.30 to 5.30 pm	42-44	Laxmi Nagar
SM Then IT	6 th July, 2017	M/W/F/S	8 th Sep., 2017	2.30 to 5.30 pm	42-44	Laxmi Nagar
IT Then SM	12 th June, 2017	DAILY	30 th July, 2017	5.30 to 8.30 pm	42-44	Laxmi Nagar
SM Then IT	6 th July, 2017	DAILY	31 st Aug., 2017	5.30 to 8.30 pm	42-44	Laxmi Nagar
IT Then SM	4 th Aug., 2017	DAILY	16 th Sep., 2017	5.30 to 8.30 pm	42-44	Laxmi Nagar

"Fast Track Revision" for Nov. 2017 Attempt

Options	Dates	Days	Timings	Venue
Option 1	29 th , 30 th Sep. and 1 st Oct.	Fri./Sat./Sun.	8.30 am to 4.30 pm	Laxmi Nagar
Option 2	6 th , 7 th and 8 th Oct.	Fri./Sat./Sun.	8.30 am to 4.30 pm	Laxmi Nagar

For Admission Contact:

D-151A, Vikas Marg, Near Metro Gate
No - 5, Laxmi Nagar, Delhi - 110092

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OM TRIVEDI CLASSES

Help Desk: **9953922272, 9958300572**

IT - SM

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OM TRIVEDI

Face to Face.....



Lecture Schedules for November 2017 Batches

“INFORMATION TECHNOLOGY”

Parts	Chapters	Name of the Chapters	Lectures	Caselets	Video Cases
PART-I Business Process Management and IT	Chapter 1	Introduction to Business Process Management	2	5	3
	Chapter 2	Business Process Management Implementation and Role of IT	2	3	1
	Chapter 3	Business Process Mapping Systems	3	0	0
PART-II Information Systems and IT Fundamentals	Chapter 4	Introduction to Information Systems	2	2	1
	Chapter 5	Computing Technologies	3	5	2
	Chapter 6	Information System Layers, life Cycle and Modern Technologies	2	4	1
PART-III Telecommunication and Networks	Chapter 7	Telecommunications and Networks	4	2	1
	Chapter 8	Internet and Other Technologies	1	3	0
PART-IV Business Information Systems	Chapter 9	Introduction to Business Information Systems	1	1	1
	Chapter 10	Specialized Business Information Systems	2	4	2
PART-V Business process automation	Chapter 11	Business Process Automation through Application Software	2	6	0

“STRATEGIC MANAGEMENT”

Chapters	Name of the Chapters	No. of Lectures	No. of Caselets	No. of Video Cases
Chapter 1	Business Environment	4	14	12
Chapter 2	Business Policy and Strategic Management	2	4	3
Chapter 3	Strategic Analysis	3	9	6
Chapter 4	Strategic Planning	3	5	4
Chapter 5	Formulation of Functional Strategies	2	7	15
Chapter 6	Strategic Implementation and Control	4	11	4
Chapter 7	Reaching Strategic Edge	2	5	3

“Study Kit”

