

Managing Information in Organizations

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Chapter 11 Changing Information Systems

Link 11.3 Checklist for Assessing Information Management Challenges with Changes to Information Systems

This checklist supports Figure 11.9: Information Systems-Led Organizational Transformation.

Formal Organizational Architecture	Key Questions to Consider Impact on Organizational Architecture
Systems	<ul style="list-style-type: none">○ Which information systems will be affected by information systems development?○ What changes will be needed to the information systems?○ How will the integration of information systems change?○ What data will be required from and received by the information system?○ What changes are needed to the data resource?
Business Processes	<ul style="list-style-type: none">○ How will business processes need to change to make use of the new or changed information system?○ How will any changes to the business processes change the data each process requires?
People	<ul style="list-style-type: none">○ Which staff are involved in business processes that are affected?○ How will the change in business processes affect staff?○ How will any changes to staffing affect the data required?
Strategy	<ul style="list-style-type: none">○ How do the changes to information systems affect the organization's strategy?○ How do the changes affect the information provided in the extended enterprise?
Security	<ul style="list-style-type: none">○ How do the proposed changes affect data security?○ Are existing security procedures sufficient?
Technology	<ul style="list-style-type: none">○ What changes will need to be made to the existing IT provision?○ What additional IT are needed?○ What data will need to be transmitted between information systems?○ What format will be required for the data?○ What volume of data will be transmitted and how frequently?

Infrastructure	<ul style="list-style-type: none"> ○ What changes are needed to the IT infrastructure? ○ What changes are needed to the organizational structure? ○ What changes are needed to physical and geographical structures? ○ How will the changes impact the data needed to coordinate activities? ○ How will the changes affect the coordination of data?
Culture	<ul style="list-style-type: none"> ○ How do the changes to information systems impact the culture of the organization? ○ How will any change of culture affect how data are used?
Informal Organizational Architecture	Key Questions to Consider Impact on Organizational Architecture
Human Activity System	<ul style="list-style-type: none"> ○ How will the changes to information systems affect the activities completed by people in the organization? ○ How will changes affect the information required? ○ How will changes affect the way information is used and who uses it?
Practices	<ul style="list-style-type: none"> ○ How will the changes to information systems affect the way people in the organization undertake their activities? ○ How will any change affect the information required?
Skills	<ul style="list-style-type: none"> ○ How will the changes to information systems affect the skills people in the organization need to undertake the activities? ○ How do the skills differ to the existing skills of staff in the organization? ○ How will any change affect the information required?
Vision	<ul style="list-style-type: none"> ○ How do the changes to information systems align with the vision of the organization? ○ How does any change affect the way information supports the organization?
Trust	<ul style="list-style-type: none"> ○ How will the changes to information systems affect trust between staff in the organization? ○ How will any change affect how information is used?
Socio-technical	<ul style="list-style-type: none"> ○ How do the changes to information systems impact the way people and technology work together in the organization? ○ How will any change affect the information needed?
Architecture	<ul style="list-style-type: none"> ○ What changes are needed to the organization's architecture to implement the changes to information systems? ○ How will the changes affect the requirements for information?

Values	<ul style="list-style-type: none">○ How do the changes to information systems align with the values of the organization?○ How will any change affect the qualities and characteristics of information required?
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