TUTORIAL EXERCISE – WEEK 13

Design and Implementation of a Recordkeeping System
Relates to the whole semester’s topics

*There is no E-task for this tutorial.*

Reading relating to this tutorial:

For discussion in tutorial

Section 4.4 of the above Guidelines says:

“**Section 4.4 Business information systems not designed to keep records**

A business information system is designed to support a specific business process – for example, case management systems, geospatial data systems, finance or human resource systems, call centre systems or systems that support e-business and online transactions. They are usually transaction-based systems. As such, they rely heavily on system logs (eg audit trails) to track changes to data and attempts to access their contents. …..

Not all business information systems are designed to act as recordkeeping systems. Many are designed to support current business needs for information but have only limited ability, if any, to keep records of the business transactions they carry out. These systems generate records, but do not have the capacity to manage those records. This can place agencies at significant risk.

Business information systems that do possess some form of built-in recordkeeping functionality may lack sufficient business context to be used as evidence or be incapable of capturing and retaining records for the required periods of time.

If business information systems have insufficient recordkeeping functionality, they will retain little or no evidence of the transactions performed. This lack of evidence represents a loss of corporate memory. Lost corporate memory can result in an agency being unable to satisfy its accountability requirements or conduct its business. In the long term, loss of government records means a loss of national cultural heritage. ….”

**Task**
What solutions can you devise to solve this problem?