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Increased accuracy



Provides security



Reduced resources and time



Centralized data access platform



Organizing tasks



Builds an innovative culture



Automation of repetitive tasks

Office Automation A Management Approach

M Carnoy



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An Introduction to Human-Computer Interaction (Psychology Revivals) Paul Booth,2014-09-11 Originally published in 1989 this title provided a comprehensive and authoritative introduction to the burgeoning discipline of human computer interaction for students academics and those from industry who wished to know more about the subject Assuming very little knowledge the book provides an overview of the diverse research areas that were at the time only gradually building into a coherent and well structured field It aims to explain the underlying causes of the cognitive social and organizational problems typically encountered when computer systems are introduced It is clear and concise whilst avoiding the oversimplification of important issues and ideas

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