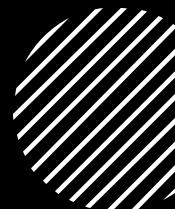


A2.4

Data Processing:

- Automatic
- Manual

Data Processing (A2.4)



Data can be processed manually or automatically.



Manual processing uses human effort, while automatic uses computers.



Choice depends on speed and accuracy needs.

Manual Processing (A2.4.1)



Done by humans without automated tools.



Slower and more prone to errors.



Examples: Handwriting data entry.

Automatic Processing (A2.4.2)

- Done by computers with little human input.
- Faster and more accurate.
- Examples: Barcode scanning, payroll systems.