

Table 2.1*The attributes of quality information***Attribute****Definition**

Timeliness

Available when needed and not outdated when made available.

Completeness

Includes all the user needs to know about the situation where the information will be used.

Conciseness

Does not include elements unneeded by the user.

Relevance

Has direct bearing on the situation.

Accuracy

Corresponds to the reality it represents; free of errors.

Precision

Offers quantitative information with a degree of exactness appropriate to the underlying data.

Appropriateness of Form

The level of detail, tabular versus graphic display, and quantitative versus qualitative form, are selected in accordance with the situation.