Article

Information and Communications in Management

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Abstract: In this article, the concept of the information system and its role in its management, the requirements for information used in management, the categorization of managerial information, effective listening – a means of obtaining information, providing students with cultural and artistic institutions. The issue of the use of information and communications in the management system is covered.

1.   Introduction

The president of the Republic of Uzbekistan stated that "it is necessary to note that old-fashioned methods are maintained in the management of the culture and art sphere, a lack of a comprehensive approach to solving existing problems, the organization of cultural institutions, elder in the provision of cultural services to the population, the material and technical base of cultural and art.

The importance of information and communications in management is understood as new and meaningful facts to the industry, the sum of quick, accurate data relating to business activities. In the process of effective management of new and fast information, the activities of the subject are in the first place with an object that fully reflects its state. Information for the activities of the field of culture and art is a means and result of Labor [1], [2], [3].

2.   Materials and Methods

We say we live in the information age. If we look closely, the scale of information that governs the world will have a significant impact on our social psyche and work activities if we want it. Therefore, it is clear that the veracity and accuracy of Information ensure the consistency of management activities. Of particular importance in management is the quality of Information, its assessment and usefulness, operational and reliability. Late and inaccurate information loses its value, including:

–   statistics, personnel, information with a legal, memory, analytical character;

–   information that does not change according to its purpose and function, does not lose its value in the processing process, has multiple uses is understood.

Depending on the type of information flows, divided into groups, information is formed as a simple and complex information system. Depending on the types of infor-

mation available, it is processed, put into the system, acceptable decisions are made, execution is controlled, and these decisions are referred to the lower branches in time. Fast and accurate information that greatly affects the activities of the organization should be used in its place, purposefully. A leader's erudition, farsightedness, depends on the extent to which he uses new information.

3. Results

Managers or employees who have no tolerance for effective listening cannot receive the information they need to make the necessary decisions. Effective listening of the leader is reflected in the attitude of his employees to the activities of the leader, to the employees of the leader it's there. Presidential decree signed on February 19, 2018 " measures to further improve the field of Information Technology and communications – the document" on measures " aims to eliminate a number of systemic problems and shortcomings in the field of development of modern Information Communications, Management and implementation of Information Communications in our country. At the same time, on the timely delivery of information in the field of Higher Education, The Tashkent University of Information Technologies named after Muhammad al Khwarazmiy independently developed and approved educational plans, programs, qualification requirements for graduates, the composition of professors and teachers carry out independent normalization based on the accounting of working hours only on the basis of educational-specific measures, based on the conditions of the credit system of teaching labor increase, as well as scientific and methodological, scientific research by pedagogical staff, the granting of the right to encourage organizational-methodological, spiritual-educational and educational work determines the essence of the main content of this decree. It seems that every moment of a person's life consists in obtaining information, providing information, perceiving information, analyzing information, comparing information.

4. Discussion

Communication is the most important process in a person's life. It is natural that communication between the leader and the staff is different from the interaction between the leaders. The effectiveness of staff interactions also depends on the leader's speaking skills. Since the process of communication forms the main part of the activities of the leader, ensuring the full implementation of the decrees or decisions being made, the organization of the activities of employees and the organization, the processes of control and stimulation of Personnel activities are also necessarily carried out through communication. In the leader, who skillfully conducts communication, the opportunity to effectively organize his duties increases. Organizational tasks such as influencing employees, giving them enthusiasm in labor activities, leading towards the goal of the organization are also it is ensured through qualified communication.

It is especially important that the leader knows the internal laws of the communication process. The means and methods of managing the communication process are expressed through the phrase communication technologies. It is the mastery of such technologies and their use in accordance with the situation that ensures freedom of communication. The following points on the internal laws of communication make it possible to expand the range of interaction that will take place on work and effectively influence others. In this regard, one of the conditions that allows you to control the communication process is its gradual implementation. It is no secret that the issue of the use of modern information communication tools in the education system of today is extremely relevant. The main task of professors is to use information and communication technologies, current technical equipment and other educational resources as much as possible in order to improve the quality of education.

5. Conclusion

Communication is Latin for "I generalize", meaning to bind. In cybernetics, it refers to the process of sharing information (information). There are communications that are approached from a physical and social point of view.

Communications that are approached from a physical point of view are also called communication. I.e.; includes processes for the transmission of information on a special communication channel between devices and people. In communications approached from a social point of view, however; involves the process of exchanging information between individuals within a group or organization, among the entire community. (With the help of natural language in this).

There is no doubt that modern information technology gives students some comfort, opportunities in terms of its practical introduction, and that it is either Co-or co-opted to acquire knowledge.

The qualitative aspects of the use of new information and communication technologies in helping to improve the quality of student knowledge in this regard include:

- Today, the communication of the teacher and student, the acquisition of Science in the order of virtual Workshop and laboratory work indicates a new form of training.
- The organization of the lesson, expressed through the internet, video lessons, video lessons transmitted using other telecommunication media, is part of the new, innovative form of information transmission.

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