

The effects of using IT

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Effects of IT on employment

Areas of Increased Employment



Website designers: With a demand for companies to have a web presence website designers are required to set up and maintain the webpages.



Delivery Drivers: With more shops opting to have online presences dispatch departments are required to deliver goods to customers.



Computer Programmers: With the increase use various devices programmers are required to write operating systems, applications and computer games.



Network Managers: In any place of work network computers is the norm. For a network to function network technicians and managers would have to be present to maintain and to provide technical support.

Areas of Increased Unemployment

Office Work:

The use of applications such as spreadsheets, word processors and databases has improved the efficiency of the office and also reduced the numbers of workers required to complete set tasks.

Manufacturing:

In the manufacturing industry robots have replaced human workers. Robotics will mainly complete the more labour intensive tasks.

Retail:

With more retail outlets opting for the online route to target a wider customer base this has meant more high street stores are closing down due to a lack of demand and staff are losing their jobs.

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Effects of IT on working patterns within organisations

The use of computers have changed the way we complete our work. Employees now don't necessarily have to be in the office to complete set tasks.

	Advantages	Disadvantages
<p>Remote Working: Employees are able to access their <u>office desktop computer</u> from a different location (home).</p>	<p>Employee</p> <ul style="list-style-type: none">Do not have to make child care arrangements – spend more time with family.Employee can work at a convenient time for them.Save time/costs on travelling. <p>Employer</p> <ul style="list-style-type: none">No need to provide desk/office space.Employees may be happier and productive working at home.	<p>Employee</p> <ul style="list-style-type: none">Lack of interaction (including social) with staff and management.Employee could be easily distracted working from home.Could be overlooked for promotion opportunities. <p>Employer</p> <ul style="list-style-type: none">It could be harder to check what the employee is up to.
<p>Use of Intranet: Employees can <u>log into an intranet</u> to communicate and access shared resources with other staff.</p>		
<p>Use of Internet: Employees can check their <u>emails</u> or <u>have web conferences</u> with peers.</p>		
<p>Use of Smart Phone: Phone calls and emails can be diverted to personal smart phone from office accounts.</p>		



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Describe the advantages and disadvantages for remote working for the employee and employer?



Exam Question

Employees working remotely at home will be able to work **more flexible hours** which is more **convenient for them**. They will be able **spend more time with their family** and also **save time and travelling expenses**. However the employee may **feel isolated at home due to a lack of interaction** with their coworkers. In addition they may also be **overlooked for promotion opportunities**. The employee could also be **less productive working** at home as they could easily be **distracted**. The advantage for the employer is that they would not have to provide a **desk or office space**. If the employee is **happier working at home** then they may be more productive. Nevertheless it would be more difficult to **check up on the employee** and to keep on track of the work that they should be completing.

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Effects of IT on working patterns within organisations

The introduction of ICT in the work places has allowed employees to work a more flexible time rather than the rigid traditional office hours of 9-5. The four main types of Employee working patterns are **Full Time**, **Compressed**, **Part Time** and **Job Share**.

	07.00	08.00	09.00	10.00	11.00	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Mon												
Tue												
Wed												
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Full Time:

- Employees will normally work over **5 full days**.
- Typically **9am till 4 or 5pm**.
- Will complete between **35 – 40 hours a week**.

	07.00	08.00	09.00	10.00	11.00	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Mon												
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Compressed Hours:

- Employee are still **working full time hours**.
- However the same amount of **hours are completed over less days**.
- Employees will **work more hours in one day**.

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Effects of IT on working patterns within organisations

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Part Time (flexi-Time):

- Employees who **work less hours over a week** than a **full time employee**.
- Part time staff can work **outside of the traditional hours of work** (evenings or weekends).

	07.00	08.00	09.00	10.00	11.00	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Mon												
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Job Sharing:

- **Full time job** is divided **between two part time employees**.
- Both employees do the **same job** – same responsibilities.
- One employee could work in the **morning** and the other in the **afternoon** or the **first** or **second part** of the **week**.

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Describe what is meant by the following types of working.

Exam Question



Compressed hours

The worker completes the **normal working hours per week** but works for **fewer days**. For example a policeman may work a **40-hour week compressed into 4 days not 5**.

Flexible hours

Workers complete the **same number of hours over a working week** but can **choose when to start and end** in agreement with the manager. Allows for workers to **complete the school run or miss rush hour**.

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Microprocessor-controlled devices in the home

Microprocessors are found in many household devices. These devices could either be **labour-saving devices**, **leisure** or **more for connivance**.



Advantages

- Devices do **much of the housework chores** including:
 - Cooking Food
 - Washing clothes or dishes
- **Tasks do not need to be done manually** which means:
 - Do not need to be in the house when food is cooking or clothes are being washed.
 - More time to spend with family and friends.
 - More time for leisure activities or to complete work.
- Can encourage a **healthy lifestyle** because of smart fridges analysing food ingredients.
- Do not have to leave home to get **fit**.
- Burglar alarm provides a sense of **security**.

Disadvantages

- People can become **over reliant** on these devices and can **become lazy**.
- Can lead to **unhealthy eating** due to dependency on ready meals.
- Manual household **skills** are **lost**.

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Describe the advantages and disadvantages for microprocessor controlled devices in the household?








Exam Question

Microprocessor controlled devices can be used to complete housework chores. Tasks would not have to be done manually like washing clothes and dishes. This would allow people to have more leisure time and would also mean that they do not have to be present whilst the task is being completed. However people may become over reliant and lazy due to their dependence on these devices. In addition they will become deskilled and will lose basic household skills. Furthermore if people are constantly eating microwave meals then this may lead to unhealthy eating habits. On the other hand fitness machines and smart fridges can be used to encourage a healthy life style. Burglar alarms could also provide a sense of security.

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Potential health problems related to the prolonged use of IT equipment

Health Risk and Reason	Prevention
 <p>Repetitive Strain Injury (Fingers/Wrist)</p> <ul style="list-style-type: none">From repetitive clicking of mouse and continual typing.	<ul style="list-style-type: none">Use of a wrist support when typing and using a mouse.
 <p>Back Problems</p> <ul style="list-style-type: none">From sitting in same position all day or having a bad sitting posture.	<ul style="list-style-type: none">Use of adjustable ergonomic chair.Ensure the monitor is at eye level.
 <p>Headaches/Eyestrain</p> <ul style="list-style-type: none">From staring at screen continuously or having bad lighting in the room.	<ul style="list-style-type: none">The use of anti glare filter to reduce the screen reflection which could tire the eyes.Use of LCD screens over CRT due to reduced amount of flickering.
 <p>Use of IT equipment to minimise the health risks:</p> <ul style="list-style-type: none">Use of ergonomic chairs which are adjustable to suit the needs of the user.Use of ergonomic designed work stations.Use of ergonomic keyboards.Use of voice-recognition software to reduce the amount of mouse clicking and typing.	
 <p>Strategies to minimise the health risks:</p> <ul style="list-style-type: none">Take regular breaks – walk around and stretch muscles.Look away from the monitor at regular intervals	