Contents

Preface • *v*

I. Introduction • 1

1. Information Science as Question-Answering • 3

II. Data Collection and Analysis • 21

2. Data Collection Methods • 23

3. Data Analysis • 55

4. Making Predictions • 83

III. Data Organization and Use • 109

5. Understanding the Data • 111

6. Estimating and Using Data Values • 157

IV. Coding the Data • 183

7. Coding the Data • 185

8. Fields, Records, and Files • 221

V. Storing the Data • 247

9. File Structures • 249

10. The Inverted File • 285

VI. Retrieving the Data • 313

11. Information Retrieval Systems • 315

12. The Use of Data Base Management Systems • 355

VII. Displaying the Data • 399

13. Data Display • 401

14. Writing Graphics Programs • 443

VIII. The Communication of Data • 501

15. Human/Computer Dialogue • 503

16. The Communication Model • 537

IX. Data Manipulation • 581

17. Numerical Techniques • 583

18. Text Processing • 639

X. Decision-Making and Problem-Solving • 675

19. Decision-Making • 679

20. Problem-Solving • 717

Author Index · *781*

Subject Index · *785*