1. What is the focus and aim of your review? Who is your audience?

The review focuses on how Information Systems (IS) can be used to transform small businesses. Specifically, the benefits and challenges it can provide to small businesses. Further development areas will also be identified.

The target audience is Small and Medium sized Enterprise (SME's) business owners.

2. Why is there a need for your review? Why is it significant?

Small businesses play a crucial role in the economic development of South Africa. Information Systems (IS) have become increasingly important in today's digital era and can have a significant impact on small business operations. Within the borders of South Africa, Information Systems are not being fully utilized to transform small businesses hence it becomes significant to highlight the benefits as well as present challenges of using information systems.

3. What is the context of the topic or issue? What perspective do you take? What framework do you use to synthesise the literature?

Context: Small businesses in South Africa are not maximizing their use of information systems to efficiently run their businesses. The context of the literature survey will be focused on the potential benefits of implementing and using IS to increase productivity and efficiency of small businesses.

Perspective: A business perspective will be taken i.e., the benefits of Information Systems will be explored objectively to identify possible ways business processes can be optimized and enhanced.

Framework: A Synthesis matrix will be used with information from various sources.

4. How did you locate and select sources for inclusion in the review?

The following list provides sources used to obtain review information:

a) Scientific Research – An Academic Publisher - https://www.scirp.org/index.aspx

b) Google Scholar - https://scholar.google.com

c) Science Direct - https://www.sciencedirect.com

d) Books / Library

e) Semantic Scholar - https://www.semanticscholar.org

5. How is your review structured?

i.   Introduction

ii. Information systems

iii. Small businesses

iv. Evaluation – Benefits and Challenges

v.   Conclusion

6. What are the main findings in the literature on this topic?

i.   Various benefits of Information Systems (IS) will be researched and provided.

ii. Various challenges of Information Systems (IS) will be researched and

provided.

iii. Evaluate how information systems can transform small businesses.

iv. Gaps in literature

7. What are the main strengths and limitations of this literature?

i.   Strengths include highlighting the in-depth research around the benefits and

challenges of using Information Systems. Limitations will include possible gaps

around the topic.

8. Are there any discrepancies in this literature?

To be determined

9. What conclusions do your draw from the review? What do you argue needs to be done as an outcome of the review?

Information Systems provide great benefits to small businesses that could possibly

transform them. Benefits could possibly outweigh the challenges.

* As with other sets of guiding questions in this book, select those questions that are relevant to your context, add others as appropriate, and decide the order in which you will address them to communicate effectively with your audience.

Source: Healey, M., Matthews, K., & Cook-Sather, A. (2020) *Writing about learning and teaching in higher education: Creating and contributing to scholarly conversations across a range of genres*. Center for Engaged Learning Open-Access Books, Elon University. 142-152.