

**The Impact of
Office Automation
on Clerical Employment,
1985-2000**

**Forecasting Techniques
and Plausible Futures
in Banking and Insurance**

**J. DAVID ROESSNER, ROBERT M. MASON,
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A. PERRY SCHWARTZ, AND KEITH R. NELMS**

The Impact Of Office Automation On Clerical Employment 19852000

**Congress of the U.S., Washington, DC.
Office of Technology Assessment**

The Impact Of Office Automation On Clerical Employment 19852000:

The Impact of Office Automation on Clerical Employment, 1985-2000 J David Roessner, 1985-12-23 The authors identify and analyze ways in which office automation will affect the future of clerical employment in the banking and insurance industries over the period 1985 2000 They describe the impact of office automation on both aggregate levels of clerical employment and the nature of clerical tasks and suggest that clerical jobs will increasingly involve tasks now associated with managerial work The authors present a new forecasting method to investigate the potential effects that rapidly changing technologies could have on work and workers They also cover the public policy implications of office automation ISBN 0 89930 119 3 49 95 *Automation of America's Offices, 1985-2000* ,1985 **Automation of America's Offices, 1985-2000** Congress of the U.S., Washington, DC. Office of Technology Assessment, 1985 This study assesses the consequences of the continuing and rapid introduction of information and telecommunications technologies in offices The report of the study contains 12 chapters After a brief look at the context of office automation from the perspective of history the first chapter highlights some expectations about the technologies and their development over the next 15 years It also introduces a framework that guides the assessment summarizes the findings and identifies policy issues for the next decade Chapters 2 through 6 discuss the possible effects of office automation in more detail They deal with potential effects on employment levels the kind of training and education needed for office work changes in work content jobs occupations and organizations the quality of work life the office environment and labor management relations and the security and confidentiality of information Chapters 7 and 8 consider two alternatives to conventional offices made feasible by office automation home based work and performance of data entry operations in countries with lower paid workers Chapter 9 and 10 look at office automation in the public sector while Chapter 11 deals with office automation and small businesses The final chapter considers the implications of office automation for two groups working women and minorities Appendix A describes office automation technology as it is now and as it is likely to develop between 1985 and 2000 while Appendix B summarizes case studies of the automation of several offices KC **The Impact of Technological Change on Employment and Economic Growth** Richard Michael Cyert, David C. Mowery, 1988 Job displacement The employment and labor market adjustment evidence from the displaced worker surveys Technological change and the extent of frictional and structural unemployment The effects of technological change on skills and the distribution of earnings and income Sectoral patterns of technology adoption Trade tax and diffusion policy issues Computer Chips and Paper Clips National Research Council, Commission on Behavioral and Social Sciences and Education, Committee on Women's Employment and Related Social Issues, Panel on Technology and Women's Employment, 1987-02-01 This companion to Volume I presents individually authored papers covering the history economics and sociology of women s work and the computer revolution Topics include the implications for equal employment opportunity in light of new technologies a case study of the insurance industry and of

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