

ISSN: 2454-4531



772454 453100

Volume 1 Issue 4 April 2016

AKCE QUEST

Quarterly Journal



TIME MANAGEMENT BEHAVIOUR AMONG B.ED. GIRLS STUDENTS IN MADURAI DISTRICT

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Abstract

Time Management Behaviour is the act or process of planning and exercising conscious control over the amount of time spent on specific activities, especially to increase efficiency or productivity.

Time Management may be aided by a range of time, skills, tools and techniques used to manage time when accomplishing specific tasks, projects and goals complying with a due date. This set encompasses a wide scope of activities and these include planning, allocating, setting goals, delegation, analysis of time spent, monitoring, organizing, scheduling, and prioritizing. Usually time management is a necessity in any project development as it determines the project completion time and scope. "Time Management refers to managing time effectively so that the right time is allocated to the right activity". Effective time management allows individuals to assign specific time slots to activities as per their importance. Time management behavior is essential for B.Ed. girls' students in Madurai district. Sample: A random sample of 234 girls' B.Ed. students from Madurai district with due representation to the variables, viz. Religion, Social status, College Locality, College Type, College Kind, Optional Subject, Newspaper Reading, Television Viewing, Residence and Domicile.

- Time Management Behaviour among girls' students of B.Ed. colleges in Madurai district is dependent upon-Religion (Muslim vs Christian); Social status (MBC vs BC& OC); and Optional Subject (Language vs Arts & Commerce and Language vs Science).
- Time Management Behaviour among girls' students of B.Ed. colleges in Madurai district is found independent upon -College Locality, College type, College kind, Newspaper reading, Television viewing, Residence and Domicile.

Key word: Time Management Behaviour

Introduction

Time Management is about how we are utilizing our time in a systematic way. To adopt this practice, we should know how we are utilizing our time daily, It is essential to plan each and every activity based on our urgency, importance and necessity etc., If we follow time management behavior we can achieve a lot. Time Management is a process wherein one must keep the available time to manage their multiple tasks and also work accordingly. This keeps the person out of stress and tension. Time management is a must for future achievement. This is also useful for the learner studying in colleges to essential in their studies to suggest ways and means to adopt the aware of time management in their day to day activities. Hence time management assumes significance for B.Ed. college girls' students' daily life and thus the need for the current study.

Review of Related Studies

Kirk, James Patterson, Aimee Woody (2001), "A Time Management Skills Board Game". In addition to a brief introduction to time management, this document contains a training manual for teaching time management skills to workers at all levels in an organization. The training is offered in the form of a board game that takes approximately 1-1/2 to 2 hours to play. Among the time management principles learned in the game are prioritizing and goal setting skills. The game contains many real life time management dilemmas. Included in the manual are various ways the game can be customized to meet the needs of a particular audience. The manual also contains a list of Web sites where participants can go for additional information on time management.

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