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Time Management and Organizational Performance in Selected Service Firms in Enugu State

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Abstract:

The study was necessitated due to lack of effective time mechanics which lead to delay in meeting up with scheduled program me and inability to control work interruptions which affects the effectiveness and time possessiveness of the selected service firms in Enugu state. The objective of this study is to examine the extent time mechanics have affected the time possessiveness of selected radio stations in Enugu State. The study employed correlational research design, with a population of three hundred and forty-two employees and a sample size of one hundred and eighty-four determined with the use of Taro yamaniformular of finite population. The statistical data was analyzed using the pearson's product moment correlation co-efficient which establishes the extent of the relationship between the variables under consideration. The finding showed that there is a positive relationship between time mechanics and time possessiveness of the selected radio stations, which implies that without perception of high degree of time radio stations will merely react to issues and event, instead of devising a game plan, ensure that goals are SMART with the letter "T" [time]in the acronym the most important element, prioritize what is the most important; decide what to say, it relevance and consistency in massage. The researcher therefore recommended that time management techniques should not be applied in isolation, but should be in line with the philosophy of the firms and that the idea of self-discipline should be inculcated into employees to enhance their influencing power overtime, to ensure high degree of time possessiveness of the radio stations.

Keywords: Time Management, time passiveness, mechanics, radio stations, programs

1. Introduction

In recent years, increased autonomy and responsibility at work coupled with increased pressure to carry out organizational activities has considerably affected life at the workplace. As a habit, procrastination constitutes part of a vicious cycle that increases time pressure at work which had led to expressions like time famine Perlow, [1999] cited in Sarvesh & Preetika [2014] and points out the feeling of having too much to do when time to do it is not enough at all. Given the realities of the profession, "time management" is identified as a major problem and thus, its relevance to executives, professionals and employees in general, could be well estimated. Time Management brings about orderliness and enables one to be more productive and fulfilled. According to Shirley [2014] time management starts with the commitment to change and as an important factor, is needed for the enhancement of various organizational performance; the way time is being managed in an organization will reflect on its performance either positively or negatively. According to Joshua [2015], the performance of an organization is evaluated in terms of the degree of achievement of the organizational goals and objectives at what monetary costs and efficiency. Effective time management is a major challenge managers in organizations are facing today as they have a lot of duties to perform within a limited time.

Enugu radio stations ability to control events in its key mandate of advertising, news broadcasting, educating and entertainment depends on their ability to priorities tasks and embrace the idea behind time regulation [self-regulation], for in their operation time management strategies act as panacea to inefficiency, time pressure, work interruptions, the difficulties of meeting up with schedules

and targets, for radio stations have a number of programmes and jingles that are specifically aimed at creating awareness and then mobilizing public support towards these programs of federal, state government, groups and private individuals. In fact, radio stations are charged with awareness creation and mobilizing public support for national development. In view of the above backdrops the researcher seek to examine the extent time management strategies has affected the performances of selected radio stations in Enugu state.

2. Statement of the Problem

Time is a necessity and universal resource for every organization in achieving its goals and objectives within a time frame. The increased autonomy, rapid change in technology, complexity of life, work interruptions and increased responsibility at work coupled with inadequate time management strategies [time mechanics] with increased pressure to carry out scheduled radio programme has led to problems of controlling events and meeting up with scheduled programmes continuously in Enugu radio stations. These problems confirms that even when employees are under time pressure at work, they procrastinate, such 'pressure at work' has led to expression like time famine [perlow, 1999 cited in Savesh & preetika [2014]] which points out the feeling of having too much to do when time to do it is not enough at all. It is against these problems that this study seeks for the application of effective time mechanics in order to resuscitate the operations of firms marked by inefficiency, work interruptions, work pressure and inability to meet up with scheduled programmes in Enugu state.

3. Objectives of the Study

The major objective of this study is to examine the extent of the relationship between time management and performance of selected radio stations in Enugu state.

However, the specific objective is;

To examine the extent time mechanics [task listing, prioritizing, grouping task and self-regulation etc] affects the time possessiveness of the selected radio stations in Enugu state

4. Research Question

One research question guided the study.

To what extent has time mechanics affected the time possessiveness of the selected radio stations in Enugu state?

5. Hypothesis of the Study

There is a significant relationship between time mechanics and the time possessiveness of selected radio stations in Enugu state.

6. Methodology

The study is focused on time management and performance of selected radio stations in Enugu state. The two selected radio stations are Sunrise FM and Coal City FM out of the nine radio stations in Enugu state.

Correlation survey design was used in this study.

The population of the study consists of two out of the nine radio stations in Enugu State, the two selected were based on their oldest and one of the newest radio stations.

The stratified random sampling technique was used in the study and Taro Yamane formula for finite population was used for calculating the sample size and the sample size is 184 employees of the selected 2 radio stations in Enugu state.

However, Bowley's proportional allocation formula was used in determining the proportion of questionnaire to be administered to each radio station.

$$ni = n \frac{Ni}{N}$$

The major source of data for the study is the primary source, through the use of questionnaire and the secondary source were gotten from text books, internet and journals.

The data for the study was collected with use of questionnaire. The face, content and construct validity of the instrument were ensured by giving the instrument to experts in research and statistics and the questions in the questionnaire were well structured in line with the objective of the study.

In order to establish the reliability of the instrument, the instrument was tested through the test re-test method. The researcher administered copies of the instrument on 60 employees of UnizikFm, Awka Anambra State. After a time -frame of 14 days, the instrument was re-administered on the same respondents and collected. The data from the two tests were analyzed using correlation analysis, a figure of 0.6 was obtained which shows that the instrument is reliable.

7. Data Analysis

The data collected for the study was analyzed using descriptive statistics of mean to answer the research question on a Likert scale of 1 to 5 in a descending order of magnitude. The Pearson's product moment correlation coefficient was used in analyzing the statistical data with the aim of establishing the strength of relationship between the dependent and independent variables. The test was conducted at 5% level of significance.

S/N	Question item	Responses						
		SA	A	UN	SD	D	Total	Mean
Time management (Time Mechanics)		5	4	3	2	1		
1	Listing of task enable employees to be time conscious and accomplish much task	104	35	-	20	8	643	3.5
2	Prioritizing of task assist in knowing the relative importance of task	90	50	2	15	10	651	3.5
3	When time for each task is scheduled it enhance quick delivery of program	91	38	3	29	6	680	3.7
4	Breaking of task into smaller portion improves ones use of time	88	28	9	32	10	653	3.6
Performance [Time possessiveness]								
5	Firm continuous regulation of time enhance future operations	98	26	5	22	16	579	3.1
6	Emphasis on arranging task and sticking to it enhances operations	91	28	2	24	22	643	3.4
7	Emphasis on regular review of completed task enhances effective time skills	77	50	3	20	17	651	3.5
8	Keeping of time log enable employee to consciously monitor progress	91	42	2	20	12	626	3.4

Table 1: Response on the extent time mechanics has affected firms' Time possessiveness in selected radio stations in Enugu State are presented below.

The mean score of 3.5,3.5,3.7,3.6,3.1,3.4,3.5, and 3.4 respectively on a scale of 5 are quite significant confirming the relevant of research question one that time mechanics affects the firms time possessiveness

S/N	Radio Stations	No of Distributed	No Returned	% of Returned
1	Dream FM	88	80	42.15%
2	Coal city FM	96	87	50.01%
	Total	184	167	92.2%

Tables 2: Distribution and Responses of the Questionnaire Source: Field survey 2015

184 questionnaires were distributed to the various radio stations and only 167 respondents returned their completed questionnaire given 92.2% returned response rate.

Test of Hypothesis					
S/N	X	Y	X ²	Y ²	XY
1	139	28	19,321	784	3,892
2	140	20	19,600	400	2,800
3	129	35	16,641	1,225	4,515
4	116	42	13,456	1,764	4,872
5	124	38	15,376	1,444	4,712
6	119	46	14,161	2,116	5,474
7	127	37	16,129	1,369	4,699
8	133	32	17,689	1,024	4,256
Σ	971	278	132,373	10,126	35,220

Source: field Survey, 2015

Product moment correlation coefficient (r) calculated

$$r = \frac{N \sum xy - (\sum x)(y)}{\sqrt{[N \sum x^2 - (\sum x)^2][N \sum y^2 - (\sum y)^2]}}$$

$$r = \frac{8[281760] - (971) * [278]}{\sqrt{8(132373) - (971)^2 * [8(10126) - (278)^2]}}$$

$$r = \frac{281760 - 269938}{\sqrt{(1058984 - 942841)(81008 - 77284)}}$$

$$r = \frac{11822}{20,797.03} = 0.56$$

$$r = 0.56$$

Critical value at [n-2].i.e at 6 degree of freedom = 0.549

Decision: Since $r - \text{cal}$ [0.56] is less than $r - \text{critical}$ [0.549] at 6 degree of freedom and 0.05 level of significance, we reject the null hypothesis and accept the alternate hypothesis that there is significant relationship between time mechanics and firms time possessiveness. After the analysis of collected data, the following was discovered.

The result from the Pearson's product moment correlation shows positive [0.56]. this means that there is a significant positive relationship between time mechanics and time possessiveness of the selected radio stations in Enugu State.

8. Discussion of Findings

The study discovered that there is significant relationship between time mechanics and time possessiveness of the selected radio stations in Enugu State. This is in line with the observation of Ojukuku and Obadan [2015], who found a positive relationship between adequate time management and organizational performance they recommended that time be set at the beginning of a particular period and performance appraisal conducted in consonance with the goals set at inceptions. Lucy and Jane [2012] supports the view of Ojukuku and Obadan, [2015] that time management and work performance are directly related and recommended that parastatals head should sensitize management by objective (MBO) which are measurable within a specific time frame lastly, Julian et al., [2014] in support of the above view posit that time manage is related to job performance under conditions of high motivation. Thus, when employees are adequately motivated they are likely to put in their best without procrastinating.

9. Conclusion

There is a positive significant relationship between time mechanics and time possessiveness of the selected radio stations Enugu State as shown by the positive result of 0.56. The researcher concludes that time management techniques that are applied like harmer and plier approach will not boost employees' morale, but the type that takes the motivational aspect of time management [i.e. time regulation and monitoring] in consideration which is lacking in radio stations in Enugu State.

10. Recommendations

In the light of these findings; the following were recommended,

1. That time management techniques [time mechanics] should not be applied in isolation, but should fall in line with the philosophy of the firms.
2. That the idea of self-discipline should be inculcated into employees since time cannot be controlled but can only be influenced and only takes a disciplined minds to influence time and
3. Apart of MBO, 720 degree performance appraisal should be conducted regularly to increase firms time possessiveness.

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