



A Study of Impact of Time Management on Academic Performance of Students Studying in School

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ABSTRACT

The aim of this study is to determine that what is the effect on the performance of the student if they manage their work according to the time. We know that some student gets high marks and some gets less marks in the exam. It does not mean that those who get less marks are less capable than others but generally it is found that because of the mismanagement of time they get low marks in the exam. That is why time management is very important. Time management is the planning to divide the amount of time for a particular task or activity. From my study I found that only a few students manage their work according to the time but those who manage their work according to the time their performance is better than others. So we can conclude that there is a direct positive relation between the time management and academic performance.

KEYWORDS

Management, performance

I. Introduction:

Time management is the process of planning and controlling over the amount of time spent on specific activities to increase effectiveness or efficiency of work. We can say time management means deciding the priorities of the work.

Skills for Academic Success, Carla Crutsinger defined effective time management as the process of:

- Setting goals
- Prioritizing those goals
- Deciding how much time to allocate to specific tasks
- Adjusting plans as they change
- Revisiting the goals and priorities regularly
- Observing results
- The Eisenhower Method:

The Eisenhower Method comprises the Eisenhower Matrix. With the help of the Eisenhower Matrix we prioritize our work.

	URGENT	NOT URGENT
IMPORTANT	Crying baby kitchen fire some call	Exercise vocation Planning
	1	2
NOT IMPORTANT	Interruption distraction other call	Trivia busy work Time waster
	3	4

Eisenhower Matrix tasks are then handled as follows:

- Important/Urgent quadrant is done immediately and personally e.g. crises, deadlines, problems.
- Important/Not Urgent quadrant gets an end date and is done personally e.g. relationships, planning and recreation.
- Unimportant/Urgent quadrant are delegated e.g. interruptions, meetings, activities.
- Unimportant/Not Urgent quadrant are dropped e.g. time wasters, pleasant activities, trivia

II Review of literature:

Abdulkadir Pehlivan (2013) in his study found that time is a vital resource everyone possesses but fails to utilize at the same level due to a variety of reasons. All the material and

human resources possessed by organizations can be enhanced in the course of time or be transformed as time goes on; yet the only asset that cannot be changed or purchased or stored is "time" itself. He has been demonstrated that there exists a positive significant relation between students' grade point averages and the time attitudes sub-dimension and between financial accounting grades and the long-range planning sub-dimension. It has also been demonstrated by regression analysis that students' time management skills affect their GPA-course achievement and these skills are one of the predictors of grade point averages and financial accounting grade points.

Prof. Mehnaz Kaushar (2013) in his study found that development many times college students have not had to manage their time efficiently prior to college because they are bright and weren't really challenged in high school. The situation often changes in college because everyone who goes to college did well in high school but the full range of grades are assigned. Some students who received 'A' and 'B' grade in high school are now receiving 'C' and 'D' in college. Those receiving lower grades are probably no less capable than those receiving higher grades but often their study skill, including time management are less effective.

Shazia Nasrullah and Muhammad Saqib Khan (2015) in his study found that the relationship between the time management skills and academic achievement of the students. Time management is very important and it may actually affect individual's overall performance and achievements. The data was collected from the students of Qurtuba University of Science and Technology to analyze that how effectively they are managing their time for achieving their academic standards.

III. Objective of the study:

- To analyze impact of time management on academic performance of students.
- To analyze how much time actually they give for their studies.
- To analyze the role of time management in student's life.

IV Research Methodology:

Data Source - The data collected for the study is primary data.

Method- To study the relationship between time management and academic performance I directly meet 50 no. of student of different school.

V Limitation Of The Study:

- Research report is limited to school students only.

- *To understand the student's psychology is difficult.*
- *It is a time taking process.*

VI Data Analysis

Student & Time Management	Response	Percentage
Student managing their work according to the time.	14	28%
Student not managing their work according to the time.	36	72%
Total	50	100%

Is there a direct positive relation between the time management and academic performance.	Percentage
Yes	86%
No	14%
Total	100%

VII Result and Interpretation:

I analyze from the data that the 72% student do not managing their work according to the time and Only 28% student managing their work according to the time but those who manage their work according to the time their performance is better than other.

VIII Conclusion:

The aim of this study was to determine the relationship between the time management and Academic performance of the students for this I directly meet no. of student of different school and found that only few student manage their work according to the time but those who manage their work according to the time their performance is better than other. So we can concluded that there is a direct positive relation between the time management and academic performance.

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