

TIME MANAGEMENT AND ORGANISATIONAL EFFECTIVENESS: EVIDENCE FROM THE PRESBYTERIAN WOMEN'S COLLEGE OF EDUCATION, ABURI

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ABSTRACT

In the new global economy, time management has become a central issue in many organisations as effective exploitation and utilisation of time has positive effect on the regular functioning and development of the organisation. In contrast, productivity diminishes if available time is not well-managed in the organisational functioning. This study critically examines the influence of time management on the effectiveness of organisation with focus on the Presbyterian Women's College of Education, Aburi. The study further examined the level of time management of employees and compared time management by gender and age. The descriptive survey research was adopted in which quantitative approach was also utilised. A sample of 50 employees was selected using simple random sampling technique. Relevant data was collected using structured questionnaires and data was analysed using descriptive statistics, independent samples t-test and regression model. Findings revealed that the level of time management was neither high nor low hence seems to be on the average. Level of time management among employees was also found to be independent of age (mean square =0.155; $F=1.572$, $p > 0.05$) and gender (means difference =-0.375, $p > 0.05$). Furthermore, simple linear regression analysis shows statistically significant positive linear relationship between time management and organisational effectiveness ($B = 0.489$; $t = 2.361$; $p < 0.05$). The efforts of college employees in the management of the available time during work have not contributed significantly to the effectiveness of the college. There is the need for management to put in proactive measures to increase employee's level of time management in order to induce higher level of organisational effectiveness.

Keywords: Time Management, Organisational Effectiveness, Evidence from PWCE, Aburi.