CHAPTER 1

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Management of time fundamentally is very closely associated with energy. The two logically blend in work simplification. Management of time is concerned with minimizing work, time and research in work simplification has this as its chief purpose. The need of time management, however, is related with different stages of family life cycle and other factors. Truly speaking aids in efficient management of work time come from a knowledge of time patterns, from application of technique of work curve borrowed from industry and from use of the principles of work simplifications.

Homemakers may be reluctant to exercise thoughtful control of time, they are comparative free from that of employed homemakers and, therefore, they spend their time as they wish and want. However, they are subjected to more interruptions.

For full time homemakers time utilization pattern for home making activities show few fundamental changes in recent past irrespective of homemakers originally come from rural and urban area.

There are various classification of family resources. Broadly they have been classified into two major categories human and non human resources including time, energy, skill, abilities, knowledge and attitude. Human resources assume significant importance from management point of view.

Best possible management of time by the homemaker necessarily involve three basic component processes i.e. planning, controlling and evaluation. Planning of time may be done in three ways.

Controlling a time plan in action is much aided by the development of time sense and by devices such as breaking down jobs into parts for scrutiny, checking frequently and soon after to make adjustments as far as possible and wherever catch up period is necessary.

Evaluation of time management would be very much simple and involves finding out whether a plan worked as otherwise it should have been or not.

Resources are limited and their use is interrelated. The process of management is applicable to all but most important is the quality of life of an individual is dependent upon how skillfully he or she uses these resources. There are not only personal differences in awareness of time but also there are differences in different cultures. America has always been called ‘a clock centered society’ against Philippines where person has been considered more important than the hour. Indian situation is all together different in the context of above. Some verses narrating the importance of time are stated below.

“If I waste a minute, 
I waste an hour, 
If I waste an hour, 
I waste a day, 
If I waste a day, 
I waste a lifetime.”

A Solzhenitsyn.
"Every moment spent
in planning saves
3 or 4 in execution"
Crawford Grenewealt.

"The man who kills
the time is killed
by the time".
Anonymous.

It is aptly clear from the above lines that time is key input placed at the disposal of a man. For a man who realizes importance of time, success every endeavor is assured, if not failure is almost certain.

The home management scenario in India presents a mixed picture of unprecedented advancement in some locations leading to marked inter-state and inter-regional disparities. The main cause for this trend is not technology or its availability per-se but mainly the failure of technology dissemination system in this sector. This is of great concern to social scientists in general and homemaker/home scientists in particular.

Home Science/Home Economics occupies a very enviable status in the hierarchy of home management. In many fora, there have been "Tongue-in-cheek" comments about the performance of homemaker qualified as to their specialization, competence and indispensability.

It is well known fact that we cannot change the speed of time or get more. What we can do, however, is manage it. This
ultimately would require consideration of every thing, we have to do and want to do. If you learn to tame the time monster, you might be surprised at how much you can get done. The real reward, however, is that you will probably feel less strain and more happy.

We have heard the expression, “Time is money”, there is some truth in it. We spend money just like we spend time and in both cases we have to spend it wisely, if we want to get something good in returns. The easiest way to help you get everything done is to budget that time. Choosing priority or deciding what to spend less time on or cut out of your budget completely is one of the most important step in managing time. Sometime we have to choose priority over long term and sometimes we have to do it day today. No matter how perfectly you have your time budget balanced, there will always be unexpected changes and new responsibilities to fit in. Knowing which task is most urgent and is easy way to choose the priorities, to help you choose priorities you need to keep this idea in mind. Completing our family responsibilities and home activities are always important.

We have chosen our priority and balanced out a time budget. The next step is to plan and organized time. We cannot predict what is going to happen and therefore, time management should be flexible too.

Indian women can very well be differentiated with women from west so far as life style is concerned in view of her role and contribution in the upliftment of not only the family but also nation as a whole. Critical perusal of her daily programme would reveal that she gets up early morning and goes to bed after all members of family have gone. Under different situation she has to perform variety of role in the family.
She is the source of cravity of mankind for unity and love. She is always prepared for sacrifice. She is the person in the family who takes care and looks for the comfort of the members of the family in all respect. All the eminent writers have described her importance because of her inbuilt quality and virtue. Ancient India also has offered a godly status to the women. And since long woman has been considered as the Goddess Laxmi, Durga and Saraswati. It has been stated in the past.

“यत्र जार्यस्तु पूज्यंते,
रत्मसे तत्र देवता।”

It has also been stated in Vedas.

“जंगना सम तीर्थ नारिति किंचु सम: प्रमृशः।
जास्त शंभूसम: पूज्यो नारिति गात्र समोगुरु।”

Above lines from the authorities are adequate to inculcate the importance of women. It is, however, surprising in course of development of science and technology women probably have lost what they had in the past.

In spite of her busy schedule in the family only for the purpose of offering pleasure and keeping joyful environment in the family, seldom anyone in the family who looks for her care, comfort and rest. Now she has to find out her own alternative. Probably technique of PERT is likely to come to her own rescue if and when it is used for completion of home activities, finding of time for her rest is assured and here comes the role of giving serious thought to the use and applicability of time estimation technique like PERT. Use of PERT technique I ultimately facilitate her for knowing the principles of planning, control and evaluation besides knowledge for anticipating resources required for almost all the home activities which subsequently will save her time efforts and monitory input. PERT if used and applied in its real
perspective will provide strength to the women which she can very well make use of for other productive assignments.

Home Science including Home Economics are well developed branches of Science and, therefore, there should not be any hesitation in using time estimation technique like PERT in the process of home management. It is quite likely that initially homemaker may find certain bottleneck but with the acquaintance for the procedure for its adoption in course of time would be overcome and she will be able to use the technique as a regular feature.

People who accomplish a great deal in a day and other who never seems to get anything done. The major difference between two types of people are their skills in planning project, their ability to manage time with the help of some innovative technique. Here comes the role of time estimation for completion of activity (s) with the help of time estimation techniques particularly like PERT which has a wide range of applicability right from missile and space travel to simpler home activities. Here is an attempt to assess its use and applicability for completion of household activities by the homemakers specific objectives of the study, however, are as under-

1. To understand personal, socio-economic, psycho-situational characteristics of homemaker respondents.

2. To know time utilization pattern of respondents.

3. To know the level of knowledge regarding the various component processes involved in PERT use and applicability such as planning, control and evaluation.
4. To compute requirement of different types of time estimates including time as per PERT technique for completion of various home activities.

5. Views expressed by the respondents relating to various aspects of home activity.

6. To understand difficulties experienced by the homemaker respondents in completing different home activities.

7. To understand opinion of the respondents regarding use and applicability of PERT for completion of various home activities.

8. To invite suggestions from the respondents for effective performance of different home activities.

9. To establish relationship between selected characteristics of respondents and requirement of time as per PERT technique.

10. To furnish information relating to various aspects of home management as reported by the respondents such as:
    a. Alternative followed in reality for the purpose of planning as reported by the respondents.
    b. Individual responsible for taking decision about various activities of home management.
    c. Individual responsible for performing different home activities other than homemakers herself.
    d. Satisfaction derived from the quality of home activities performed.
    e. Advantages in terms of saving of inputs- time, energy and money attributed to use of PERT technique.
    f. Advantages reported by the respondents as a result of PERT application for completion of different home activities.
Selection of Topic - Some Consideration

In the process of conducting the research, selection of problem is a problem itself and, therefore, the research has to be very cautious and careful in selecting the problem. In the present study topic, “Use and Applicability of Time Estimation Technique PERT” has been selected taking into account following points of consideration which we may call them as criteria for selection of topic. They have been stated below in brief.

1. Intellectual curiosity, drive and interest of the research towards the topic under search,
2. Practical and researcher utility,
3. Need/necessity of researcher,
4. Anticipated results and their utility for implementation,
5. Facilities and resources placed at the disposal of the researcher,
6. Idea about the difficulties likely to be encountered by the researcher well in advance and above all,
7. The topic selected for the present study has been an innovative and probably almost very little work has been done in the area of home science and present study, therefore is likely to be not only of its own kind but also pioneering one.

Scope Of the Study:-

Geographically, scope of the present study is confined to Akola city as stated earlier. As far as methodological scope of the study is concerned and although the central focus of the investigation is centered around the exploring possibility of using and applying PERT
technique by the home maker for completion of various home activities, the scope was extended to some of the relevant aspects relating to the study such as-

1. Personal, Social, Economic, Psychological and Situational characteristics of homemaker respondents.
2. Time utilization pattern of the respondents.
3. Knowledge of the respondents about the various component processes involved in PERT use and applicability.
4. Difficulties encountered by the respondents in the performance of various home activities.
5. Alternatives followed in reality for the purpose of planning as reported by the respondents.
6. Involvement of members of family in taking decision for various activities of home management besides.
7. Individual responsible for performing different home activities other than homemaker herself etc.

Limitations of the Study:-

Although researcher is conducting the research study carefully and cautiously, possibility of study being suffered from certain limitations cannot be denied. Present study, according to author suffered from following limitations.

1. Author being employed woman had to conduct a study along with her own family obligations and professional assignments she also had to continue the research with scanty resources available. Naturally, therefore, study had a limitation of time and resources.
2. Study being of explorative nature, size of sample is expected to be comparatively more. Results emerged out of the present investigation were based on the data collected from 300 homemakers. For valid generalizations size of sample should have been in the range of 400 to 500. Comparatively small size of sample may be considered as the limitation of the study.

3. Concept of time estimation techniques in general and PERT technique in particular is in its real perspective is new and absence of knowledge relating to concept and application procedure on the part of respondents cannot be denied. Author, therefore, had to explain and then get the requisite information. It would have been better if data would have been collected only from those respondents who were in the know of PERT technique in its true sense. This may, therefore, be considered as the limitation of the study.

4. In spite of her exhaustive search made author could not come across with any study in other field in general and home science in particular. Devoid of any methodological base available author had to finalize the procedure on the basis of available literature. Quite likely study might not have attained the objective in a way otherwise should have been. This may, therefore, be treated as the limitation study suffered from.

5. Methodology of PERT application also provides for listing out resources required in order to complete each and every activity. Resources for completion of different home activities have not been considered in the present study which as a matter of fact should have been. However, thinking that in view of large number
of resources study will be unwieldy and, therefore, were not considered. This may, therefore, be considered as limitation of the study.

6. Result obtained will have naturally limitation of their applicability. In other words results could only be made applicable to identical situation wherever prevail or exist.

Organization of Thesis:-

In the absence of any specific directives for observance of format for thesis author had followed common or widely accepted format for thesis which was broadly divided into following six chapters.

1. Introduction,
2. Review of Literature/Theoretical Orientation,
3. Methodology,
4. Result and Discussion,
5. Summary and Conclusion, and
6. Implications.

An "Introduction" is the opening chapter and prominently finds a place for statement of the problem, importance and utility, scope of the study, limitations study suffered from besides stating objectives formulated.

Second chapter namely "Review of Literature" include the findings of the studies conducted in the past in the form of references. References have been presented in a orderly and classified manner. References recorded came to the rescue of the author in strengthening rather supporting the findings obtained and presented
whenever necessary. After "Review of Literature", special provision has been made to incorporate a separate chapter with its nomenclature as Theoretical Orientation including therein information on points such as origin of the PERT what exactly it is, time schedule, PERT chart and steps followed in the development of PERT chart and prominently basic technologies used in network and their description. "Theoretical Orientation" is followed by the chapter with its nomenclature as "Methodology" which is supposed to be important and useful chapter both from the point of view of author and the readers. This chapter deals with the method adopted and procedure followed for conducting the entire investigation at hand. Broadly this chapter includes information on locale of study, geographical, demographic and other relevant details of the study area, sample and sampling procedure, development pre-testing and administration of schedule, method of data collection, variables, their nature, type and measurement strategy, building of hypotheses and research design to be selected, statistical methods used for data analysis, procedure for estimation of time require for completion of various activities with the help of PERT technique and finally meaning of the key terms used (Conceptual and operational).

After "Methodology" chapter the most crucial chapter is "Results and Discussion". In this chapter results emerged out of the present investigation have been systematically, methodologically and section wise presented. Subsequently results have been discussed for their appropriateness or otherwise.

Fifth chapter in order has been designated as "Summary and Conclusion" in which the entire document has briefly
been summarized and based on the results obtained suitable conclusions have been drawn.

Last chapter in the document is implications which has broadly been divided into two sections-

1. Research implications,
2. Action Implications.

This is by far the most useful chapter obviously because on the strength of outcome of investigation author certainly would like to pass on suggestions for both future researchers and those concerned with the task.

After completing six chapters special place for “Bibliography” has been provided where references have been quoted alphabetically along with different elements of the citation.

Similarly special provision for enclosing relevant appendixes under the heading “Appendices” also has been made.

As a token of formality necessary certificates, acknowledgement, contents, list of tables, list of abbreviations and finally list of maps, charts, graphs and photographs have also been inserted in the topic.