

# DEVELOPMENT OF MANAGEMENT SKILLS AMONG STUDENTS

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## ABSTRACT

*The main objective of this research paper is to acquire an understanding of development of management skills among students. The primary objective of educational institutions is to lead to effective growth and development of students. After the completion of their education, they should turn out to be effectual citizens of the country and render useful and valuable contribution towards the achievement of personal and professional goals. Hence, to fulfil the desired goals and objectives, it is crucial to impart management skills to students. In educational institutions, apart from making provision of academic knowledge among students, it is vital for the educators to impart management skills among students as well. In order to impart management skills, it is necessary to make provision of theoretical as well as practical knowledge. The opportunities should be made available for the students that would enable them to enrich their management skills. The main areas that have been taken into account in this research paper include, significance of management skills, role of educational institutions and educators, responsibilities of the students, responsibilities of the parents and management skills.*

**Keywords:** *Development, Educational Institutions, Educators, Management Skills, Responsibilities, Students*

Every society needs to foster its youth as they are the ones, who would render an effective contribution in promoting well-being and development of the community and nation. In the present existence, students are required to undergo number of challenges, especially within the course of achievement of academic goals and in attaining appropriate employment opportunities. Therefore, to alleviate the challenges and problems, it is vital for the students to develop management skills among themselves. The schools and higher educational institutions are required to create a productive learning community. In the formation of a productive learning community, there are certain factors, which need to be taken into account. These are, promoting a growth mind-set, teaching of self-management skills, development of study skills and rather than focusing upon the teaching content, emphasis need to be put upon the procedures and teaching them how to learn. Furthermore, what the students are learning needs to be utilized in the implementation of tasks and in enhancing their overall quality of lives.

Management skills are regarded as important components among individuals. Irrespective of the occupations and fields that they are engaged in, it is necessary to inculcate management skills. The development of management skills enables the individuals to carry out the functions of planning, organizing, directing, leading, co-ordinating and controlling in an effective manner. In order to develop management skills among students, the parents as well as the educators are required to provide knowledge and generate awareness among them (Loc, n.d.). When the students are attending training programs or obtaining classes in terms of management skills or they are acquiring them from their parents, it is up to them to ensure that they have acquired an understanding of the concepts in an appropriate manner. The educators and trainers are required to put into practice, methods and strategies to guide the learners in terms of implementation of tasks and augmentation of their skills.

## SIGNIFICANCE OF MANAGEMENT SKILLS

When acquiring an understanding of the significance of management skills, especially concerning students, it is vital to conduct research regarding areas, in which they are engaged in. Within educational institutions, the primary tasks of the students are to acquire an efficient understanding of the academic concepts to achieve academic goals. In the achievement of academic goals, they make use of technologies (Secker, & Lingard, 2010), other reading materials and develop effective terms and relationships with educators, and fellow students. Apart from providing knowledge and information to the students in terms of lesson plans, the educators also are required to impart sufficient understanding to them in terms of management skills. When the students are able to acquire an efficient understanding of management skills, they are able to progress effectively within the course of achievement of desired goals and objectives.

To promote management skills among students, the educators need to make provision of various opportunities. In schools, there are organization of competitions, events and other activities, in which students are encouraged to participate. By participating in these events and programs, the students are able to enhance their communication, intellectual and rational thinking skills. In higher educational institutions, within the course of pursuance of masters and doctoral programs, the supervisors in some cases, even give their lectures to their students, hence, students are able to augment their teaching skills. Management skills can be augmented by getting engaged in tasks and activities, which would enable the individuals to implement the managerial functions of planning, organizing, directing, leading, co-ordinating and controlling. The students are also able to obtain the opportunities of working with individuals, including administrators, supervisors, educators, fellow students and other personnel. They also had the opportunity to learn and understand their strengths and limitations. In addition, they are able to inculcate the traits to develop, transform, research and acquire an efficient understanding in terms of areas, which need to be improved. In this manner, they are able to acquire the opportunities to practice their participatory performance skills in their

educational institution in a sustainable manner (Onkwanmoung, 2016).

## ROLE OF EDUCATIONAL INSTITUTIONS AND EDUCATORS

Even though the traditional educational institutions based on the assembly line industrial model have been effectual during the nineteenth and the twentieth centuries. But these are no longer relevant in the present existence, primarily due to the advent of industrialization and modernization. There has been an up-gradation in the teaching-learning methods and instructional strategies. The use of modern and innovative methods and technologies have gained prominence, which are rendering a significant contribution in enriching the overall system of education. The educators as well as the students are making use of innovative methods and technologies in the implementation of teaching-learning methods. To facilitate the impartment of academic skills, and management skills among students, it is necessary to bring about transformations in the overall system of education. As the primary objective of educational institutions is to prepare students for sustaining their living conditions in a well-organized manner.

In order to create a productive learning community, the educational institutions are required to create a comprehensive range of consistencies, and expertise. Apart from implementation of lesson plans, the educators need to ensure that students are able to put into operation effective management skills, so they can successfully achieve their personal as well as professional goals. In the impartment of management skills, the educators need to be aware of certain strategies and methods. They need to assign opportunities to the students, where they are able to get trained in terms of leadership skills. The students are provided with opportunities to monitor and supervise the functions within the classroom environment. With the development of leadership skills, the students are able to generate awareness in terms of guiding, monitoring and supervising others. To prepare students in an efficient manner for tests and competitions, it is necessary to equip them with study skills. Equipping students with study skills takes place from the stage of early childhood. When the students get enrolled in pre-schools, teachers generate awareness among them regarding study

skills. As they get enrolled in formal schools and higher educational institutions, they are able to implement study skills in an efficient manner to achieve the desired goals and objectives.

Teaching students to locate, organize and retain information is regarded as an integral part of the curriculum and instructional methods. When the educators are imparting knowledge and information to the students in terms of academic concepts, it is vital for them to help students retain the information. Research has indicated that normally students tend to forget what they have learned and experience challenges in the retention of information. Therefore, they tend to obtain ideas and suggestions from the educators in helping them to retain information. In addition, it is vital to teach students the techniques of mindfulness, help build self-esteem, identify the signs of early anxiety and reaching out to the students are regarded as other ways, in which the educators can provide support and assistance. Apart from these strategies, alignment should be created between instructional objectives with test objectives. In addition, creation of a rubric for the assessment of the sample responses, providing students with the blue print of marketing scheme, giving practice tests and formation of an amiable environment within the educational institutions play an important part in providing support and assistance to students.

When the educators are imparting information to the students in terms of academic skills or management skills, they themselves need to possess adequate information and knowledge. They need to ensure that students should not be pressurised in terms of completion of assignments. When they are giving homework assignments or a class test, than reasonable amount of time should be provided to students, so they are able to augment their skills and abilities. It is indispensable for the educators to put into practice, the strategies and approaches that are used to assess the performance of students. These strategies and approaches will help in identifying the limitations and educators and students can put into practice the methods to bring about improvements. Assignments and tests are regarded as effectual methods to assess the performance of students. When the students perform well, the educators are able to understand that they are well-quipped with the concepts. Whereas, when

the students experience problems, there is a need to bring about improvements.

The educators need to put into practice, modern, scientific and innovative teaching-learning methods. As teaching-learning methods and instructional strategies are regarded indispensable in the achievement of academic goals. The most commonly used innovative methods are the use of technologies. At all levels of education, the educators make extensive use of technologies in not only preparing themselves well regarding the lesson plans but also within the classroom setting, in imparting information to the students in terms of academic concepts and lesson plans. It has been observed that in some cases, individuals, educators as well as students, do not feel comfortable regarding the use of technologies. But with adequate training and regular practice, they are able to augment their skills and abilities. The use of technologies have enabled the individuals to carry out the tasks and functions in a less time consuming and manageable manner. When the students make use of them, they are able to work on their assignments as well as prepare themselves in an adequate manner for class tests and exams.

It is indispensable to establish effective communication skills among individuals, especially in educational institutions. Normally, in higher educational institutions, especially when the students are pursuing masters or doctoral programs, they work as teaching assistants. The job of the teaching assistant is to assist their professors in their teaching jobs. When the professors are occupied in some other tasks or are absent, then they may assign teaching jobs to their students. Hence, working as teaching assistants makes provision of skills and abilities among students and they are able to develop management skills. Assignment of duties and responsibilities are regarded important in the development of management skills among students. One of the important aspects is, within educational institutions and particularly within the classrooms, the educators should provide rights and opportunities to the students to express their ideas and viewpoints. They should have a say in the decision making matters. This would enable the students to develop confidence, effective communication skills and management skills among themselves.

## RESPONSIBILITIES OF THE STUDENTS

The students are primarily responsible for the implementation of their job duties. When they have acquired an efficient understanding of the lesson plan or skill, they are required to put it into practice in a well-organized manner. They need to ensure that learning should prove to be advantageous to them in every manner. When they are preparing for tests and exams, it is essential for them to utilize effective learning materials, put into practice effectual learning methods, communicate with other individuals, within educational institutions or family members, particularly to provide solutions to problems and difficulties and inculcate the traits of diligence, resourcefulness and conscientiousness. Furthermore, it is essential for the students to realize that with the acquisition of education and development of management skills, they will be able to achieve their professional and personal goals.

It is essential for the students to implement time management skills in an effective manner. In schools as well as in higher educational institutions, students are engaged in number of tasks and activities. The other tasks and activities include, extra-curricular and creative activities, management of household responsibilities, part-time or full-time employment opportunities and so forth. Apart from pursuance of studies, when the students are engaged in other tasks and activities, it is vital for them to put into practice, time management skills. The time management skills enable the individuals to devote sufficient amount of time towards the implementation of various tasks and activities. When the individuals are engaged in number of tasks, then priorities are assigned, the tasks, which are more important are implemented first and the tasks, which are not much important are postponed. Time management skills needs to be implemented, especially when the students are preparing for their exams. They need to be aware of certain strategies and methods. When preparing for exams, it is vital for them to take enough rest and even get engaged in recreational activities. These help in stimulating their mind-sets, so they can concentrate well.

Within the classroom setting, when the educators are not around, then mostly students tend to get engaged in other tasks. In such cases, the duties of monitoring and supervision are assigned to

some students. They are communicated by the educators to maintain discipline within the classroom setting, especially in their absence. When the students are assigned the job duties of monitoring and supervision, they are required to carry out certain tasks. These are, taking attendance of students, maintenance of various things, such as, attendance registers, technologies, equipment, tools, teaching-learning materials, furniture etc. and maintenance of discipline within the classroom environment. They need to ensure that students are disciplined and are adequately concentrating upon their assignments, particularly in the absence of the educators. Within the classroom, they need to ensure that technologies as well as other learning materials should not be made use of, particularly in the absence of the educators. In some cases, monitors are also assigned the job duties of implementing teaching-learning methods. In such cases, they are required to make use of technologies and other learning materials. But they need to obtain permission from educators and be well-equipped with usage of technologies.

Throughout the academic year, it is vital for the students to pay adequate attention towards their studies. Apart from getting engaged in other tasks and activities, they need to ensure that they devote considerable amount of time towards their studies. Research has indicated that to pursue higher education, individuals usually migrate to other cities or countries. When they are living at a distance from homes to acquire higher education, there are number of other aspects, which they need to take care of. These include, management of household responsibilities, transportation, academic studies and so forth. Research has indicated that when individuals, belonging to deprived, marginalized and socio-economically backward sections of the society migrate to urban communities, they get engaged in full-time or part-time employment opportunities to finance education. When they receive support and assistance from their parents, they do not tend to put pressure on them to provide financial resources. Hence, they get engaged into employment opportunities or obtain scholarships or fellowships or other forms of financial assistance to meet the expenses that are associated with education. Hence, pursuing education by living at a distance from homes enables the students to hone their management skills.

Within the course of pursuing their career goals as well as in the management of household responsibilities, the individuals are required to take into account number of factors. These include, planning of financial resources, implementation of various tasks and functions and so forth. Financial planning is regarded to be a significant aspect. The students, who belong to wealthy families, normally are not much concerned regarding planning of financial resources. They tend to participate in activities and even spend money on things, which are not much important. Especially, when they migrate to other cities to pursue education, they tend to spend their financial resources on leisure and recreational activities. On the other hand, when students, belonging to deprived, marginalized and socio-economically backward sections of the society pursue education, they need to adequately implement financial management and spend money on necessary activities. They usually assign priorities and spend financial resources on activities, which are essential. Therefore, planning of financial resources is regarded as one of the indispensable responsibilities of not only students, but also for other individuals.

The students, belonging to all grade levels, need to realize their responsibilities in terms of academic studies. They should be aware of the target dates in terms of submission of their assignments. Before taking exams, they should put into practice, the essential learning methods, to be well-prepared. When they are attending classroom lectures, they should pay adequate attention to what the educators are teaching. They need to maintain effective terms and relationships with educators and fellow students. Within the course of pursuing academic goals, students do experience problems and challenges. Therefore, to provide solutions to these problems, they need to establish effective communication terms with other individuals. Furthermore, the students should participate in various activities and functions within the educational institutions. In this manner, they are able to inculcate the traits of ingenuity, creativity and resourcefulness. These aspects are considered as key features in enabling them to understand management skills. Management skills are key to the well-adjusted individuals.

## RESPONSIBILITIES OF THE PARENTS

Family is regarded to establish a foundation from where learning of the individuals takes place. The parents are the ones, who play the key role in imparting knowledge and information in terms of various areas and building self-esteem and self-approval. When the children get enrolled in pre-schools, parents train them in terms of morals and ethics, which they need to implement, when they go to schools. From the initial stage, the parents need to train their children in terms of various factors, such as, communicating with others in a polite and respectful manner, possessing a helpful nature, waiting for one's turn and giving others a chance, paying adequate attention in class, especially when the teacher is teaching, possessing a sharing nature, maintaining cleanliness, realizing their responsibilities towards completion of homework assignments on a regular basis, developing interest and enthusiasm towards tasks and activities, participating diligently in various school activities and assisting one's parents in the implementation of household responsibilities as well.

Within the household, it is the responsibility of the parents to form a pleasant and an amiable environmental conditions. The students should be provided with opportunities and independence to explore their strengths. They should encourage their children towards acquisition of education. In the formation of pleasant and amiable environmental conditions, the terms and relationships among family members should be peaceful. The parents should not make provision of various household responsibilities to their children and ensure that they are able to devote sufficient time towards their studies. Furthermore, the children should be provided with appropriate learning materials and resources. These include, textbooks, technologies, graphs, charts, documents, and other reading materials. When the students experience problems in academic learning, parents are the ones, whom they approach first. In the case of problems and challenges, either the parents themselves take out time to assist their children or if they are unable to assist them, they make provision of private tuitions.

The parents need to monitor and supervise the activities and tasks of their children. It is their responsibility to ensure that children are moving in

the right direction, particularly towards the accomplishment of their goals and objectives. Research has indicated that in some cases, students do not develop interest in studies and as a result drop out from educational institutions. Hence, it is the responsibility of the parents to ensure that they are able to provide effective solutions to the problems experienced by their children and they develop interest and enthusiasm towards studies. In some cases, parents possess the viewpoint that their children should pursue higher education by living at a distance from homes. When the students migrate to other regions or cities or countries to pursue higher education, they are able to become more independent, generate awareness in terms of management of various tasks and activities autonomously and are less likely to be dependent upon their parents. This enables the students to socialize and form a circle of friends. Hence, they are more likely to discuss their problems with their friends.

Modernization and balance are regarded as vital factors. Parents need to realize that each child is unique and possess own strengths and interests. The parents are vested with the responsibility to give suitable ideas and suggestions to their children, but they need to ensure that children are allowed to make their own decisions. In particularly higher educational institutions, students are allowed to make a selection of one subject area. This selection is made primarily in accordance to their grades, skills, abilities, and interests. Research has indicated that there are number of individuals, who migrate from rural communities to urban communities to get enrolled in higher educational institutions. They usually, belong to deprived, marginalized and socio-economically backward sections of the society, whose parents are not much educated or aware. Therefore, they look for educational institutions, and programs of study and make decisions on their own. They do not obtain any ideas or suggestions from their parents. In such cases, parents simply tell their children to make selection of the fields, which would be suitable and beneficial to them and do well in whatever field they select.

When parents assist their children in their studies, it is vital for them to take out sufficient time. They need to prepare the lesson plans and impart adequate knowledge to their children. It is vital for

the parents to communicate effectively with their children and not compare them with others, such as, siblings or friends. The parents need to ensure that they put into practice appropriate teaching-learning methods. In the implementation of teaching-learning methods. First, efficient information is imparted in terms of lesson plans, which includes giving proper explanation of the concepts and making children write notes. After the explanation of lesson plans is completed, it is the responsibility of the parents to find out how much the children have learned. In other words, they are well-equipped in terms of lesson plans and concepts or experience setbacks. The assessment of the performance of students is carried out by giving tests. Hence, parents give tests regarding the lesson plans to identify the limitations and assess the performance of their children.

It is the responsibility of the parents to ensure that their children live healthy lives. In order to inculcate a healthy lifestyle, the students need to obtain adequate sleep, healthy and nutritious diet, get engaged in extra-curricular and creative activities, such as, sports, physical activities, dance, music, singing, artworks, handicrafts and so forth. When the students participate in these activities, their mind-sets gets stimulated and they are able to concentrate well towards learning. The parents need to ensure that their children participate in extra-curricular activities, in accordance to their interests and abilities. Research has indicated that in some cases, children tend to get engaged in other tasks and activities to a major extent, as a result of which their academic performance experiences setbacks. Therefore, it is one of the major responsibilities of the parents to ensure that the children should not participate in other tasks to a major extent and neglect their studies. Academic studies should be given priority. Parents can play a supportive role by inculcating proper time management skills among their children.

### MANAGEMENT SKILLS

The various management skills that the individuals need to inculcate to achieve their professional and personal goals and sustain their living conditions efficiently have been stated as follows: (Whetten, & Cameron, 2011).

*Developing Self-Awareness* – Developing self-awareness is regarded as the first and foremost

management skill. This would enable the individuals to generate awareness in terms of oneself. The individuals are able to recognize the limitations and put into practice the measures to bring about improvements. In order to develop self-awareness, it is necessary to make provision of opportunities to the students. When students would participate in various tasks and activities, they would be able to identify their strengths and limitations. When limitations prove to be barriers within the course of attainment of desired goals and objectives, effective solutions need to be implemented to eliminate them. Emotional Intelligence Assessment is one of the effectual methods of developing self-awareness. In this case, the students are provided with the survey questionnaire. In this survey questionnaire, the answers to questions are in the form of Likert Scale, i.e. strongly disagree, disagree, not sure, agree and strongly agree. By providing answers to this survey questionnaire, the students are able to develop self-awareness and adequately find out their strengths and limitations.

*Managing Personal Stress* – Individuals vary in the extent to which stressors lead to pathologies and dysfunctions. The individuals, belonging to all categories and backgrounds need to manage personal stress. Stress should not prove to be an impediment within the course of achievement of desired goals and objectives. In managing stress, using a particular hierarchy of approaches have been found to be effective. The best way to manage stress is by making use of strategies that would minimise or eliminate stress. The enactive strategies are the ones that create or enact a new environment for the individuals that does not contain the stressors. The second effectual approach that is implemented to enhance the overall capacity of the individuals to deal with stress is by increasing their proactive strategies. Finally, the development of short-term techniques for dealing with stress is necessary, when immediate response is required, these are the reactive strategies. These are put into practice to alleviate the effects of stress on a temporary basis. Therefore, when the individuals are able to put into operation these strategies, they are able to efficiently manage personal stress.

*Solving Problems Analytically and Creatively* – When the individuals are required to provide solutions to the problems in an analytic and

creative manner, especially in the implementation of tasks and activities, they need to inculcate within them management skills. When providing solutions to problems, analytically and creatively, there are certain approaches, which need to be taken into consideration. These are, defining the problem, providing oneself sufficient time, providing oneself a peaceful place, where they can think logically, communicate with other individuals regarding the problems and obtaining ideas and suggestions from them, getting engaged in discussions with the other individuals and allowing them to express their perspectives, and individuals should conduct extensive research in terms of the problems by making use of technologies, textbooks and other reading materials. Therefore, communicating with other individuals and conducting research are regarded as important aspects in providing solutions to the problems analytically and creatively. When the individuals feel that ideas and suggestions that they are obtaining from other individuals are not worthwhile, they may conclude the discussions in a polite manner and look for other alternatives.

*Building Relationships by communicating in a Supportive Manner* – In educational institutions and in other organizations, one cannot carry out all the tasks and activities towards the achievement of academic goals in isolation. It is essential for the individuals to maintain good terms and relationships with others. For building good terms and relationships with others, it is vital for the individuals to establish communication terms in a supportive manner. Coaching, counselling and listening are the main strategies for establishing effective communication terms with other individuals. The educators are vested with the main job duty of coaching and counselling students. They need to guide and direct students in the right direction and ensure that they achieve their goals and objectives in an appropriate manner. When providing coaching and counselling, the educators also identify the limitations and help students eliminate them. When limitations are identified, they should be eliminated in a constructive manner. Furthermore, the educators should possess effective listening skills. The students should feel comfortable in communicating with the educators and seeking solutions in terms of problems and challenges. Therefore, it can be stated that constructive feedback

and supportive communication would help in strengthening of terms and relationships.

*Gaining Power and Influence* – When the individuals assume leadership positions and gain power and influence, it is vital for them to implement the managerial functions of planning, organizing, directing, recruiting, controlling, coordinating and leading. The leaders need to ensure that the individuals are carrying out their job duties in a well-organized manner. The leaders need to ensure that the members possess effective skills and abilities to achieve the desired goals and objectives. The leaders should possess a magnanimous nature and ensure they are able to provide effective solutions to various kinds of problems and challenges that are experienced by individuals. Furthermore, it needs to be ensured that within the working environment, there are provision of appropriate materials, equipment, technologies and devices. The overall working environmental conditions should be amiable. Decision making is regarded as an integral part of working environments, in all institutions and organizations. The leaders are primarily vested with the authority to make decisions. When they are making decisions, they need to ensure that they are beneficial to all the members and are meaningful in the pursuance of goals and objectives.

*Motivating Others* – Motivation represents the desire of the employees and commitment to perform and is manifested in job-related effort. Motivating other individuals is an important job duty of the individuals, who possess leadership skills. For instance, within the classroom environment, students vary in their learning abilities. The students, who mainly experience challenges within the course of their academic performance need to get motivated by their educators. The educators normally implement certain methods to motivate students. These are, by giving rewards, organization of picnics and other activities, encouraging them to participate in other tasks and activities, which may be pleasurable, restructuring of assignments and projects and so forth. When the educators are communicating with students in terms of these factors, they need to ensure that discipline is maintained. Motivation works best when it is based on self-governance. In schools, normally teachers and parents motivate students to pay

attention towards their studies. But in higher educational institutions, students recognize their responsibilities and themselves develop motivation towards the achievement of academic goals and enrichment of career prospects.

*Managing Conflict* – A conflict over issues is not only likely within the top-management teams but also valuable. Such conflict provides executives with a more inclusive range of information, an in depth understanding of the issues and more meaningful ways of providing solutions to the problems. It has been found that the occurrence of conflicts between individuals is not agreement, but apathy and disengagement. The conflicts and disagreements within educational institutions do sometimes take place between two or more individuals. When these take place, it is vital for the individuals to put into practice conflict resolution techniques in a peaceful manner. For instance, when the supervisors convey to their students regarding their limitations and performance problems, it is vital for them to adequately listen, rather than depicting any form of frustration. Within the classroom setting, the educators also sometimes depict a negative attitude, especially, when the students do not complete their assignments on time, do not perform well in class tests or illustrate learning disabilities. In such cases, they need to ensure that they communicate with the students in a calm and composed manner, especially in terms of consequences.

*Empowering and Delegating* – Empowerment is based on the set of assumptions that are in contrast to those that are normally implemented by leaders. In educational institutions, it is vital for the educators, heads and principals to create empowerment opportunities for the individuals. When empowerment opportunities and delegation is granted to other individuals, it primarily is referred to making provision of opportunities to them regarding various aspects. These include, decision making matters, expressing their viewpoints and suggestions regarding various tasks and activities, and so forth. The implementation of these traits tend to bring about changes in the overall environmental conditions of the educational institutions and other organizations. When the educators provide empowerment opportunities to the students, they are able to express



their viewpoints, give ideas and suggestions to the educators regarding the implementation of teaching-learning methods, evaluation strategies and other classroom activities. When the individuals are provided with empowerment opportunities, they need to ensure that they implement the traits of morality and ethics. One needs to be honest and truthful in the implementation of tasks and activities.

*Forming Effective Teams and Teamwork* – When one is employed within the organization, or is a subordinate, student or a homemaker, then it is almost impossible to avoid being a part of the team. Teams are referred to the groups of individuals, who are interdependent in the tasks that they perform. Within one's working environment, individuals are able to carry out their tasks and functions efficaciously and incur job satisfaction, when they form effective teams and promote teamwork. Development of team skills are regarded as indispensable, particularly when the individuals need to work in collaboration and integration with each other. Promoting group discussions prove to be beneficial to the individuals to a major extent (Cameron, & Whetten, 1983). In higher educational institutions, particularly when the individuals are pursuing masters or doctoral programs, then working on group projects are an integral part of course curriculum. The supervisors primarily have busy schedules. In some cases, they are unable to devote sufficient amount of time towards researchers. Therefore, they encourage them to form effective teams with fellow students and work on their projects. Forming effective teams and teamwork helps in generating contentment among individuals and they are able to achieve the desired goals and objectives satisfactorily.

*Leading Positive Change* – The occurrence of changes and developments within educational institutions is apparent. With the advent of modernization and globalization, there have been implementation of modern and innovative strategies and methods in the teaching-learning processes. When programs and strategies are to be implemented to bring about changes, it is vital to ensure that they are beneficial to all the members of the educational institutions, particularly students. The primary objective of all educational institutions is to ensure that effective growth and development of the students takes place, they are able to

efficiently work towards the achievement of desired goals and objectives, the educators are able to feel satisfied with their jobs and improvements are brought about in the overall system of education. In order to achieve the desired objectives, it is necessary to promote positive changes. To bring about positive changes, certain strategies need to be implemented. These are putting into practice effective teaching-learning methods, development of infrastructure, equipment, and amenities, the library and laboratory facilities should be well-developed, the technologies and computer centre should be well-developed and the overall environmental conditions of the educational institutions should be sociable and satisfactory.

## CONCLUSION

The development of management skills among students are regarded as crucial in facilitating the acquisition of academic learning, enabling them to develop their competencies and abilities and achievement of academic goals. The educational institutions and educators render a significant contribution in facilitating the development of management skills among students. Within the educational institutions, opportunities should be provided to students, so they are able to hone their skills and abilities. Furthermore, educators need to effectively guide and direct students towards the right path. The students too need to be aware of their responsibilities. They need to inculcate the traits of diligence, resourcefulness and conscientiousness and pay adequate attention towards their academic goals. Parents need to ensure that they create an encouraging environment within home. They need to make provision of effective learning materials and help their children in providing solutions to problems and challenges, which may arise within the course of their academic learning. Therefore, educators and parents are the ones, who play an important part in the development of management skills among students.

The various management skills that are essential in the achievement of personal and professional goals are, developing self-awareness, managing personal stress, solving problems analytically and creatively, building relationships by communicating in a supportive manner, gaining power and influence, motivating others, managing conflict, empowering and delegating, forming

effective teams and teamwork and leading positive change. These skills are inculcated among students from the stage of early childhood, particularly when they get enrolled in pre-schools and begin learning. Within the course of time, as students get enrolled in secondary schools, senior secondary and higher educational institutions, they are able to hone these management skills and make effective use of them to enrich their academic outcomes and career goals. Therefore, it can be stated that to enhance management skills, the students need to effectively implement what they are taught by their educators and parents. On the other hand, as they progress in their career paths, they are able to generate awareness in terms of limitations and put into practice the measures to bring about improvements. The individuals need to pay attention towards management skills and hone them continuously.

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