

THE EFFECT OF TIME MANAGEMENT SKILLS ON ACADEMIC PERFORMANCE OF FIRST-YEAR STUDENTS

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Abstract. Time management is considered to be one of the most important academic skills for university students especially for first year students who are fresh to an educational setting. Many freshmen, new to the institution, struggle to balance lectures and assignments and examinations and life outside of school. Stress, procrastination and low academic achievement are usually associated with poor time management. This research examines the impact of time management skills on academic performance of students in the first year of study. The study evaluated the influence of planning, activity prioritization and structuring of study schedules on academic attainment. To examine the available research on time management and student success, a qualitative review-based method was used. The results show that students with strong time management skills are likely to have higher academic achievement, have more motivation and experience less academic stress.

Keywords: time management, academic performance, first-year students, higher education, study skills, procrastination, academic success.

Introduction

When you are a student, going to university is an exciting and difficult time in a student's life. For many first-year students, university education is the first time they are faced with self-study, personal responsibility and academic independence. In the classroom, parents and teachers are generally more engaged in the learning activities. However, university students have to organize their own calendars, finish their assignments individually and juggle many responsibilities at the same time. This sudden adjustment causes many freshmen to struggle with managing their time properly. Today's youngsters live in a fast-paced digital world with diversions such as social media, online entertainment and constant interaction via cellphones and other platforms. This has resulted in more difficulty focusing on academic work. Many students put off doing homework till the last minute, study last minute for tests, and feel pressured because they don't manage their daily responsibilities well. These issues have a direct influence on student academic progress.

Therefore, time management is one of the most crucial skills for academic achievement in higher education. It's more than just setting schedules and doing jobs on schedule. Time management is the ability to prioritize, schedule the activities and not procrastinate and make appropriate use of time available. Students that are skilled at managing their time are more productive, motivated, and less stressed (Macan, 1994). The previous research also indicated a substantial relationship between time management and academic achievement. Those who are skilled organizers tend to do better academically than those who have poor planning skills (Britton & Tesser, 1991). Effective time management helps learners to better juggle academics, social life and personal chores without sacrificing consistent academic progress.

It is very important that first year students develop time management skills. The first year at university often sets the tone for future study habits and learning behavior. In this period, students who are not adjusted to the demands of the school may have lower grades, academic anxiety and lower motivation for learning. The aim of this paper is to research the impact of time management skills on the academic performance of first-year university students and to analyze the role of planning, prioritizing and self-organization in academic accomplishment.

Methodology

The current study is a qualitative review-based research technique . A literature review of academic papers, educational studies and prior studies linked to time management and academic accomplishment was discussed. The research included scientific literature published in peer-reviewed journals and educational databases. Key areas of the study were planning skills, prioritizing, procrastination, academic stress and student productivity. The association between time management abilities and academic performance of first-year university students was established using the comparative and thematic approaches of analysis.

Discussion

The importance of time management for first-year students. The results reveal that time management has a major influence on the academic achievement of first-year students. A lot of freshmen have a hard time transitioning as university education involves more independence than high school education. Students who do not manage their schedules well tend to be late in their deadlines, do badly in examinations and are more stressed. One of the most essential things in time management is planning. Students who set their study times and daily objectives are normally more rapid in completing tasks. Claessens et al. (2007) argue that planning and organizing boosts productivity and that it “allows people to make better use of their time”.

Academic performance and productivity. The research found that students with good time management probably had better academic success. These students are more likely to attend class frequently, submit their homework on time and prepare for their exams effectively. Britton and Tesser (1991) discovered that students who were more effective in managing their time had higher grade point averages. Time management also enhances attention and learning efficiency. Students with good time management skills are better capable of balancing school and personal life. This equilibrium has a favorable impact on motivation and intellectual engagement.

Procrastination and academic stress. Procrastination is often related with poor time management. Academic work is often procrastinated by first year students. This behavior causes stress and negatively impacts academic performance. Students that have poor organizational abilities have been shown to incur more academic stress and poorer achievement (Trueman & Hartley, 1996). Good time management is also beneficial for your emotional welfare. Well-organized activities make students feel safer and more prepared for academic duties. A decent timetable is a concern remedy in respect of tests and makes the complete experience of studying improved.

Developing time management skills. The paper suggests that higher education institutions should concentrate on developing good time management skills particularly for first year students moving into university life. Freshmen are not particularly well organized and study on their own, so they have difficulty managing their time between lectures, assignments, examinations and personal activities. Universities may assist students by

providing workshops, seminars and study skills training on planning, setting objectives and prioritizing tasks. These applications might be used to teach students time management skills to prevent academic procrastination. Furthermore, academic counselors and faculty play a key role in enabling students to establish effective learning habits and to foster self-discipline.

Likewise, the youth have access to new digital technology that might be useful in their academic work. Students may use digital planners, calendars, reminders and scheduling tools to help them keep up to date with deadlines, work and study habits. Motivated students use these tools on daily basis to boost their academic efficiency and desire to study. The first year of university is a time for students to lay a firm base of time management skills that will have a favorable impact on their future academic progression, personal duties and overall learning path.

Conclusion

The findings of this study show that time management is one of the primary factors affecting the academic progress of first-year university students. Students who are good at managing their calendars, prioritizing studying, and using their time well tend to report higher academic performance and lower stress levels. Effective time management increases productivity and learning outcomes, increases students' confidence and motivation and their ability to adapt to university life. On the other hand, procrastination, missed deadlines, academic pressure and poor performance are usually caused by lack of organizational skills and poor preparation. The first year at university is an important time when students develop habits that might influence their future academic achievement. It is essential that higher education help students to develop their time management abilities. Academic supervision, study skills training and student assistance programs might potentially promote this process and help students develop good learning habits and independent responsibility.

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