JOURNAL OF IPEM

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CONTENTS

Founder, IPEM Group of Institutions

Dr. B.S. Goel

(04.08.1937-10.01.2017)
A Visionary, Educationist &
Philanthropist with values

INDIAN ACHIEVERS' AWARD

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From the Editorial Board

It brings immense pleasure and privilege to present the JOURNAL OF IPEM, VOL. 13, July 2019. It evokes great pride and enthusiasm in us to report that the Journal has experienced tremendous growth and development over a few years.

Publishing a Journal puts a great responsibility on the shoulders of Editorial Team. Our sincere efforts have always been in the direction to promote quality research in the unexplored areas of management and extend it further to the interaction of other disciplines with management studies.

Our objective is to reach all management practitioners who find it difficult to record their experiences but working in the direction to improve their knowledge with right spirit.

The Current issue has Papers related to the theme of Work Life Balance, that is one of the most relevant and crucial topic of the 21st Century for all the professionals. The various subthemes related to the theme of Work Life Balance i.e, Emotional Intelligence, Spiritual Health, Work Place Spirituality, Stress Management, Holistic Development etc. have been covered in detail through different papers in the Journal.

We take this opportunity to thank all our Authors and anonymous reviews, Editors, all of whom have volunteered to contribute to the success of Journal. IPEM Journal is dedicated to the rapid dissemination of high quality Research Papers on how advance techniques of Management help us to meet the challenges of the 21st Century, and to capitalize on the promises ahead. We welcome your suggestions and comments on the published articles. We are grateful to Mr. Anupam Goel, Secretary, who provided all the Moral and Financial support to publish the Journal of IPEM.

Contents

Work - Life-balance (A Comparative Study Between Employees Working in Private Sector and Government Sector)

Amit Aggarwal*

ABSTRACT

A study of work life balance among employees has become the important part in life of an any employee which emphasis on the balance between the work and life either he/she is working in the private sector or government sector. The intention of this research paper is to explore the way that how employees make balance between work and life. As we know there are many aspects and issues in the surrounding of any human being such as family issues, work issues, personal issues and other issues etc. even an employee cannot compare among all these issues because all the aspects of his/her life is equally important simply he has to decide the right priority order among all these issues on basis of the given situation so that he can be happy, his family can be in harmony and his professional life from his and her family is nurturing can be balanced.

In this research I have taken the comparison between the private employee and government employee work life balance which makes us clear about how we can balance our life better on the basis of existing resources as we know the level of resources is something different between private employee and government employee but it is based on the human being that how is he taking care between wok and life.

***Key words** – Work –life, Private sector, Government sector Harmony*

Introduction

Work life balance is the term which is used for any employee just to make a balance between work and life. Because this topic covers the needs of an employee regarding his/her family life as well as the professional life. As we know the needs and priority of both the life are different in case of family life there are lots of the needs such as responsibility of the family members, relations, health issues, social issues etc. and in case of professional life the issues are rules and regulations of the organization, jobs responsibilities, work competition etc. where an employee is playing the equal role for both the life.
 If we shall talk about the female employee than we found that this balance between the work and life is something different as we know the main responsibility of the family are in the hand of female member because The children are most attached with their mother and some different issues are also their as social issues, family issues, health issue etc and on the other hand work life is almost same for both the gender without discriminating the male employee and female employee as rules and regulations , jobs responsibilities, competition etc.

In this research paper we have taken the comparison between the private employee and government employee for their work life balance. Family life is almost same in case of both the employees but in case of professional life some rules and regulations, job security and privileges are different so that they can make the balance between these two better in compare to the private employee. This topic is also

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focused on the method of balancing the work and life irrespective of government employee and private employee because it is based on the human being that how is taking care both the life family life and professional life so that he can be happy, his/her family environment can be healthy and the organization from where he is connected can be on growth side.
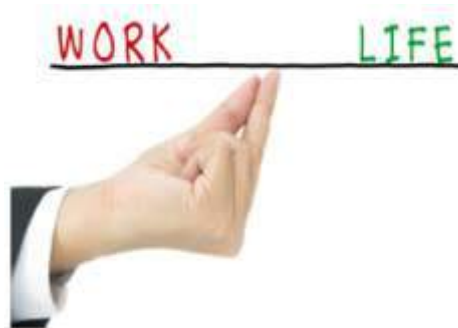
Objective of the study-

1. To know the technique of work life balance
2. One should know the priority order among the different aspects of life
3. To know the work - life of an employees through given resources
4. To know the level of Harmony among self, family and professional life.

Challenge for Work Life Balance

In our day to day routine life there is lot of challenges from different areas as Family life, Professional life and social life. Being human we have to compare them with our own situation and tried to find out the best solution so that all the things can be in Harmony.

Issues And Challenges

1.   Unrealistic demands
As the modern trend in the life of human being is generating some unrealistic demands which are creating some challenges in front of any human being. Now the people are searching some short cut methods to achieve the aim in their life .such uncommon demands are technology, fashion , status, work pressure, eating habbits etc.

2.   Unsupportive relationships
Unsupportive relationship means to say that in modern era the relationship between the human being is not supportive to each other. People are becoming professional and wants to be work in isolation.

Same things you can see in the families where a trend of nuclear families is increasing at very fast speed. No one is ready to help to someone.

This comes down to people management, communication and expectations. Are you asking for support? Are you clear on what support you want? Could it be your expectations are not realistic?

3.   Lack of resources
Not enough resources or not the right ones are really affecting how life can be organized. The absences of a PA or a good babysitter are both examples of important lack...

4.   Unhelpful attitude
The way of unhelp attitude in the urban areas is also increasing day by day. Earlier specially in the rural areas people usually ready for the help of other in their different assignment such as marriage function, domestic chores etc but now all the things are available int the market on rental basis and different service providers are playing the handsome role for such different services.

5.   No skills
People are running behind the success, money, achievements and there is a competition between the people for different aspect of the life, which leads to stress. There is no harmony, no skills among the people.

6.   High-stress levels
All the above challenges can appear in anybody's life and will add to stress levels. Not being able to handle stress will kill any chance of a healthy work-life balance.

Solutions to Healthy Work life Balance

Work life balance is not a simple task in the life of any human being because it is based on the situation that how we are balancing our life and work.

To the best of my knowledge Here are some useful tips to help you achieve a realistic balance between work and life.

Get Mindless.

The unserious side of work isn't only family time; it also includes activities that refresh you,
- Spa time or a simple hot bath
- Sports
- Watching Moon in moon night
- Meditation
- Fishing
- Taking a walk
- Dancing
- Laughing
- Rain dance
- Sitting in your yard
- Watching the birds on the trees
- Picnic
- Clouds in the sky.
- Listening Music

This "mindless" time is critical to restoring your mental prowess, as well as your physical stamina. These activities help in refreshing the human being which creates space for unplanned creativity and problem solving. The main objective of all these activities is to be relax, get harmony in self, family, society and nature.

Use your calendar.

Remember to schedule non work activities into your calendar for specific days and times. If you need to contact others to set things up, schedule that into your calendar, too.

Once you make your own calendar and plan your activities chart, you will become directed towards your pal of action, these planned activities will help to get the utilize and optimize the time of any human being.

Reduce family time stress.

Quality time with your loved ones needn't be complex or difficult to pull off. The most rewarding family activities aren't necessarily the most formal or expensive ones. There are many ways to expend rewarding, outstanding moments with your family, neighbor, society, relatives and friends. Some ideas include going for a bike ride, sharing an interesting craft project, gossiping with family, baking or cooking a meal, giving time to parents, going for a hike in a local park, or taking a sports car ride.

Be gentle with yourself.

gentle in yourself includes so many aspects of our life. It is a study of self exploration that how and up to which level you are gentle with yourself. Because if you are happy with yourself then you can explore the happiness among your environment because your same reflection reflects on other.

On the same level one should be gentle with yourself so that you can spread the same taste while balancing your work and life in equal manner without any biasness. If you make some change in your existing habbit then you should make analysis then implement and you can Make it sustainable.

If it's not already part of your timetable, creating an prospect that you'll practice silence, meditation, journaling, or some other activity every day just isn't realistic. Once or twice a week, or even once or twice each month, may be enough for some balance activities, at least to start with. After all, any effort is better than none.

Make it yours.

Some time we have seen that people are following to the trend of market such as activities, fashion, taste, status, child education, dresses, rules and regulations etc. but for balancing their lives we should not follow the trend of market even we should make it at our own, so that we can balance our life and work accordingly. You can make your schedule according to your budget, your preferences, choices and your objectives.

How to recognize / Consequences of poor employee work/life balance

Tell-tale signs of poor work/life balance in your employees include:
- Decrease in productivity
- Employees doing a lot of overtime
- Employees taking a lot of time off to deal with 'emergencies' involving children or other dependants
- High levels of employee stress
- High rates of absenteeism or staff sickness
- High levels of staff turnover

Research Methodology

In this research we have collected data through Primary and secondary sources both.

But Major data from Primary source.

Source of Data- Questionnaire and website
Population- School and Colleges from NCR Ghaziabad
Population Size -100
Sample Size- 40
Sample Technique- Simple Random Sampling (without Replacement)
Research Tool
In this research we have used Regression analysis as a tool of data analysis in which two variables are there such as-

1. Dependent Variable- Work Life Balance
2. Independent Variables-

Salary	Job Security
Health Insurance	Gratuity
Sick Leave	Leave Encashment
Retirement Benefits	Entertainment Allowance

Data Analysis

(Rating 5 to 1, Major to minor)

S.NO	Different Aspects for study (Factors)	Government sector	Private sector
1	Health Insurance	5	4
2	Sick Leave	5	4.4
3	Salary (Pay Commission)	5	3.5
4	Retirement Benefits	4	1.5
5	Job Security	4.6	3
6	Compensations	4.5	4
7	Gratuity	4	3
8	Leave Encashment	4.5	4
9	Entertainment Allowance	4.8	3.4
10	Overall	4.8	3.5
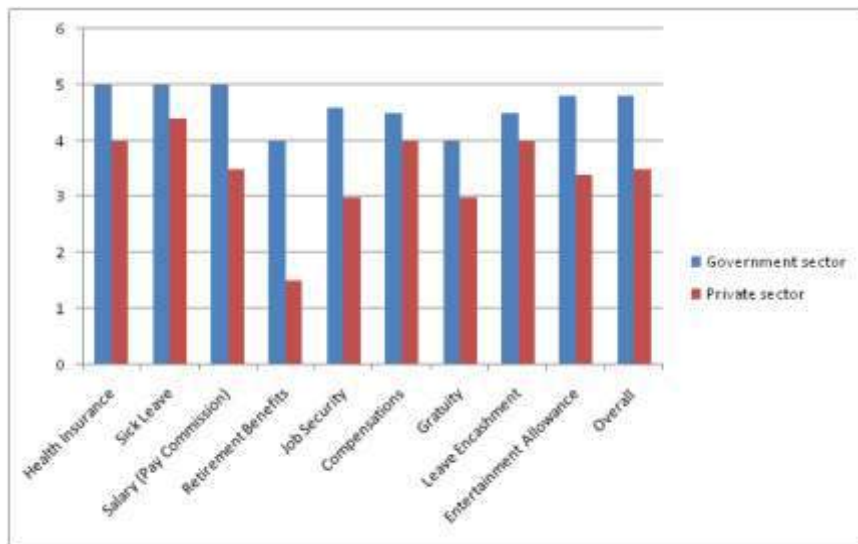
(Factors for Study)

Suggestions for Healthy Work life Balance

Exercise Access

Childcare Services

Company Outings

Provide good health coverage for all employees

Flexible hours

Retain employees as part-time and/or contractors

Encourage employee training, workshops, and education

Use your own calendar. .

Reduce family time stress.

Be gentle with yourself.

Encourage Vacations
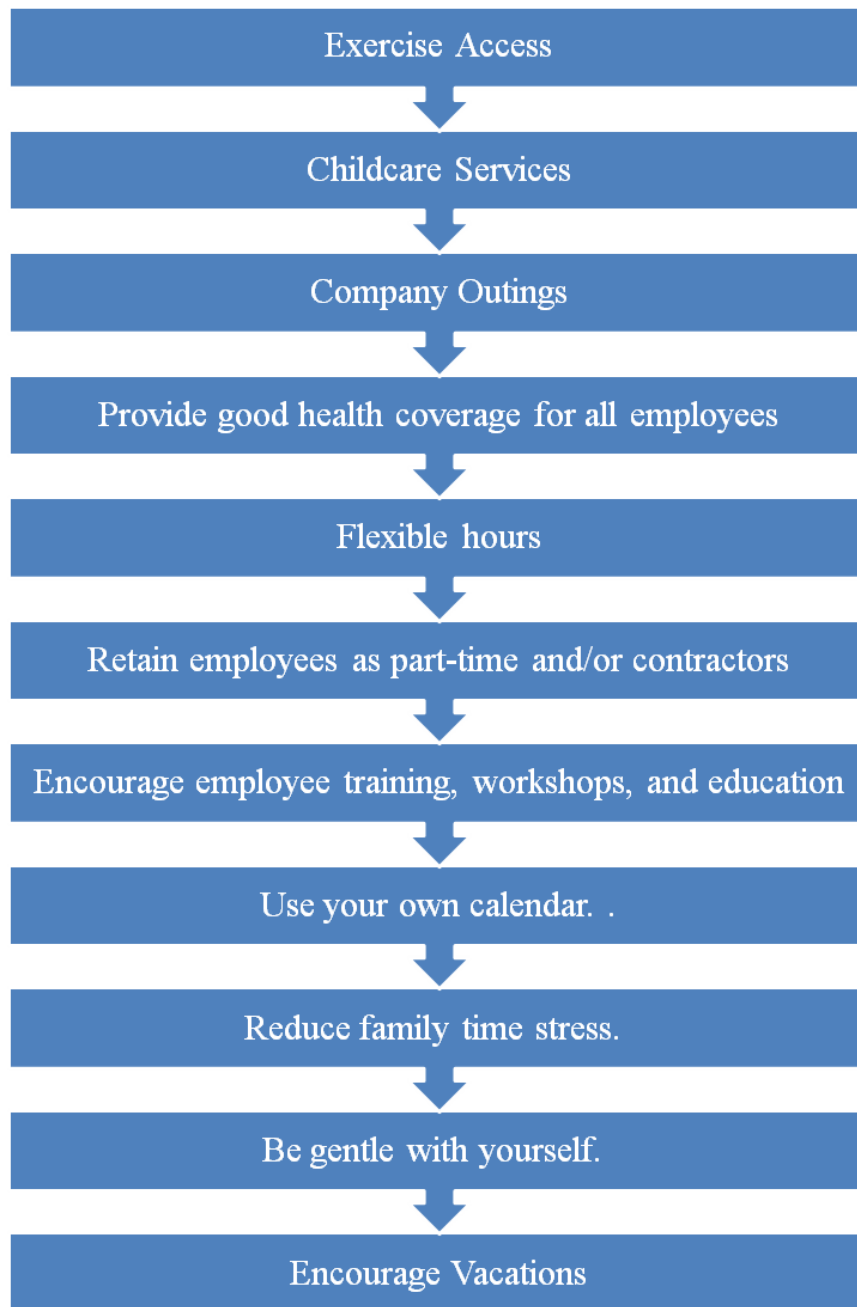
Conclusion

In this research I have taken the comparison between the private employee and government employee work life balance which makes us clear about how we can balance our life better on the basis of existing resources as we know the level of resources is something different between private employee and government employee but it is based on the human being that how is he taking care between wok and life responsibilities in their personnel life as well as professional life and social life.

As we know work life balance is not a easy task in the life of any employee either government or private, male or female but any how being human we have to maintain the work life balance on the basis of

priorities order among the different needs of every aspects in our life.

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Assessment of Awareness Regarding Spiritual Health among Management Students of Prestige Institute of Management & Research, Dewas (M.P.)

Ankit Mahajan*

ABSTRACT

"The spiritual dimension cannot be ignored, for it is what makes us human."– Viktor F. Frankl

Introduction

Spiritual health is evolving a new concept came in 1990's, though the existence of spirituality which reflects the existence of universe and beyond that. From the previous literature, many researchers viewed that the spirit of spiritual health in their own manner, like Indian (Advaitavaad), Buddhist (Mahayaan) , Chinese(Zen philosophy) and so on..

But spirituality is a extended journey toward experiencing the significance of life/ultimate goal in a absolute way while the religion is a tool / step to achieve the ultimate goal, thus religion and spirituality though interrelated but are different entities. When we hear the word spiritual health, it sounds very appealing but difficult to understand and even difficult to define too. About a century ago, the WHO discussed whether the 'spiritual' dimension should be integrated in the description of health in addition to physical, mental, and social well-being. About a decade ago, governments of all European inhabitants signed the Copenhagen Declaration on Social Development committing themselves to addressing the 'spiritual' needs of their habitants: individuals, families, and communities, and to familiarize their policies towards a 'political, economic, ethical, and spiritual vision for social development'(4).

Recently, the spiritual dimension of health was highlighted in the Bangkok Charter for Health Promotion (5). There is also the realistic complexity of identifying, defining and measuring factors of 'spiritual' health. It is perhaps easier to take the path of least resistance and focus on what we can readily measure, irrespective of its relative importance. It can be aptly said that spirituality is a positive basic human ethics, an ontological, existential dimension of man which is supported by the aspiring to fulfillment in life and the search for meaning and purpose in and beyond life. Spirituality manifests in an entity, dynamic and evolutionary process which transforms the personality in all phases and domains of life, and manifests in different ways of life. For better understanding spiritual health consists of (but not limited to).

-Inner experience of both a transcendent and immanent reality to higher states of consciousness

- Connecting with self, others, and a larger reality
- Experience of life
- Enlarged self-awareness
- Contemplation of a larger reality (6)

Objectives:

1) To develop a focused questionnaire specifically on spiritual health dimension awareness..
2) To assess the baseline knowledge about spiritual health.
3) To assess the awareness regarding importance of spiritual health and spirituality in individual's life.

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4) To assess the magnitude of confusion between being religious and spiritual.

Material and methods

The study will be conducted with the help of semi structured self administered questionnaire after taking an informed consent from the participants.

The study population will be Undergraduate medical students at PIMR Dewas.

Study design is cross-sectional.

Sample size calculation-

As prevalence of spiritually healthy people or percentage of person knowing about spiritual health is not known, i will consider "p" as 50% assuming it will represent for whole population,
According to formula-sample size= 4pq/l2
Assuming error to be 10%
Calculated sample size will be 400(after solving equation)
As my study population is finite population maximum 400 UG's will be in PIMR in all years..
(UG students of PIMR Ujjain)
Using formula –
ss = Z2*(p)*(1-p)

_____

c2
Z = 1.96 (for 95% confidence level)
p = percentage picking a choice, expressed as decimal
(.5 used for sample size needed)
c = 0.1(confidence interval, expressed as decimal for 10%)
Correction for Finite Population
new ss =ss

_____

1+
ss-1
_____

Pop
Pop = population under study (400)
With which the sample size calculated =78

Inclusion Criteria-

Those UG students who will give consent…
Exclusion criteria-

Ethical concerns-

1. Participants may misunderstand the questionnaire as a study for some specific religion. Explanation-We will give a brief introduction before administering questionnaire.
2. After filling the questionnaire participants may ask for their own queries regarding spiritual health…. Explanation-there is a plan for spiritual awareness programmes to be conducted in phased manner by dept in upcoming future..
3. Participants may feel increased thought bouts after filling questionnaire… Explanation-there will be an invitation for those who have confusions & queries about spiritual health at dept in fixed hours.

Results-

With the a mean age 21.66 years & almost 50% males & 50% females study revealed following results…

1. A précised questionnaire on spiritual health awareness and a framework of domains to quantify awareness has been developed…
2. 37% participants registered wrong conception that religiousness & spirituality are both synonyms
3. 36% participants were having no idea about "nonduality"(adwaitvaad)
4. 58% participants gave positive response toward spiritual health need.
5. 82% participants gave positive response toward importance of spirituality..
6. Individuals felt difficulty in filling questionnaire in terms of language used in spiritual literature.

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The Effects of Stress on Employee Productivity In India

Bhriguraj Mourya*

ABSTRACT

This Paper was spurred by India's crumbling monetary experience, which has brought about high joblessness rates, low profitability, surprising expense of working together, expanded work question, and stress indication among the working populace. The consequences of the exploration paper demonstrated that change factors, requests or weight factors, absence of help and interest at work by administrators and other staff individuals, and work job were to a more prominent degree the most upsetting elements. The lasting monetary emergency in the nation, high level of vulnerability due to restructurings and redundancies, and work changes without counsels, positively affected worker's profitability. The relapse results presumed that poor work connections, absence of help at work, and lack of foresight had adversely influenced efficiency.

Introduction

India got comfortable with 'Business Process Outsourcing' just in the early and mid 1990's, however at this point the whole nation is by all accounts trembling with the 'BPO fever'."The various types of administrations offered by BPOs included Customer Support, Technical Support, Telemarketing, Insurance Processing, Data Processing, Internet Online, Web Research thus on."HansSelye (one of the establishing fathers of pressure look into) first brought the idea of worry into the existence science in 1936. He characterized worry as "The power, weight or strain applied upon a material, article or individual which oppose these powers and endeavor to keep up its unique state." Job pressure was one sort of "Day by day Hassle" likewise called Minor Events where a representative is looked by every day work weights, openings or request. Occupation stress has been characterized diversely by different specialists. IreneD.Houtman (2007) characterized as "Employment Stress was an example of responses that happened when specialists were given work requests that were not coordinated as far as anyone is concerned, aptitudes or capacities to adapt". While work in the BPO segment implied that youthful grown-ups were achieving their vocation achievements and money related objectives a lot sooner than previously, overviews and narrative proof demonstrated that specialists in the BPO area experience large amounts of worry because of working in intently observed situations with strain to meet aggressive execution targets. Exacting due dates and driven targets had also resulted in employee "burnout" Repetitive task, such as responding to telephone calls more than 100 times a shift had resulted in absenteeism and attrition among many young employees.

Stress is a persistently changing condition in which an individual is faced with a chance, request, or, assets identified with what the individual wants and for which result is seen to be both unsure and essential . The dad of stress hypothesis Dr. Hans Selye (1956) characterized worry as a general response of body to any request mode upon it. These demands are known as 'stressors' and can be either pleasant or unpleasant situations or factors .

Stress is the reaction of the body and mind to the stressors. A Stressor is a chemical or biological agent,

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environment condition, external stimulus or an event that causes stress to an organism. There are different Stressors like Environmental Stressors, Daily Stress Events, Life Changes, Workplace Stressors, Chemical Stressors and Social Stressors. This paper focuses on the Workplace Stressors.

Stress causes various type of reactions. They can be focused as:

(1) Physical (fatigues, migraine, a sleeping disorder, muscle throb, heart issues, chest torment, perspiring, stoutness, circulatory strain).

(2) Mental (decline in focus and memory, hesitation, disarray, loss of comical inclination).

(3) Emotional (uneasiness, anxiety, sorrow, outrage, dissatisfaction, stress, dread, fractiousness, restlessness, touchiness).

(4) Behavioural (pacing, squirming, nail gnawing, foot taping, accusing, drinking, smoking, crying, shouting, swearing, and notwithstanding tossing things and hitting.

(5) Lifestyle (imbalanced nourishment propensity, absence of rest, day by day schedule).

Stress management is the capacity of the person to deal with the apparent weights they face on everyday premise. This might be through an assortment of procedures including lessening or reappraising the weights and upgrading adapting capacity and assets to confront the intricate circumstances and requests individually. Compelling pressure the executives implies keeping the feelings of anxiety from surpassing the dimension where it stimulates and improves the efficiency of people. More often than not, stress difficulties a person's educated person, enthusiastic and relational working capacities. The way to expand profitability while limiting pressure is understanding the elements that impact whether somebody buckling down will learn about worried

and consumed, or whether they will feel roused, left and submitted. Research on a few superior association has offered different clues about the key factors that determine whether the employees will be stressed out or energized by workplace demands. Nearly half the employees in India suffer from some kind of stress, according to the findings of the latest survey by Optum, shared exclusively with ET. The survey was conducted among 800,000 employees in 70 large companies, each with a minimum workforce of 4,500. Another survey, conducted by 1to1help.net, showed that the proportion of workers at high risk of suicide due to unmanaged stress has grown to 8% of all counseling cases in 2018 from 2-4% two years ago. About 89% of the population in India say they are suffering from stress compared to the global average of 86%. Nearly 75% of respondents here do not feel comfortable talking to a medical professional about their stress and cite cost as one of the barriers.

Almost 9 of every 10 Indians experience the ill effects of pressure. Truth be told, the as of late discharged discoveries of the 2018 Cigna 360 Well-Being Survey - Future Assured, directed by Cigna TTK Health Insurance, demonstrate that feelings of anxiety are higher in Indian contrasted and other created and rising nations, including the United States, the UK, Germany, France, China, Brazil and Indonesia.

As indicated by Moneycontrol, the review additionally uncovered that 95 percent of Indian twenty to thirty year olds between the age gathering of 18-34 are focused on contrasted with the worldwide normal of 86 percent. Exacerbating the situation, one of every eight Indians have genuine inconvenience in managing pressure yet almost 75 percent of the Indian respondents said they don't feel good conversing with a therapeutic expert about their pressure. Consultation cost was cited as one of the biggest barriers to seeking professional help.

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Overall Index - 61.2 | Male - 61.8 | Female - 60.6

18-34 years - 63.0 | 35-49 years - 60.4 | 50+ years - 60.3

2017 2018 FIGURES IN %

	2017	2018
Have good sleep quality	39	36
Maintain a healthy weight	35	31
Eat a balanced diet	35	31

Sufficient time for friends | **Sufficient time for hobbies** FIGURES IN %

ALL PEOPLE   SANDWICH GENERATION

Sufficient time for friends	Sufficient time for hobbies
ALL PEOPLE 29	ALL PEOPLE 32
SANDWICH GENERATION 26	SANDWICH GENERATION 28

Sufficient time for friends | **Sufficient time for hobbies** FIGURES IN %

ALL PEOPLE   SANDWICH GENERATION

Sufficient time for friends	Sufficient time for hobbies
ALL PEOPLE 29	ALL PEOPLE 32
SANDWICH GENERATION 26	SANDWICH GENERATION 28

Describe yourself when you reach old age

Social isolation	27
Live alone	13
Socialise with fewer friends	15
Assisted living	18
Loss of mobility	9
Require daily care	9

87	- are stressed
72	- manageable
15	- not manageable
49	- receive support
28	- adequately provided
21	- inadequately provided

Millenials are more likely to recognise support from management – they are potentially more open to it

18-34 years	35-49 years	50+ years
33	26	28

OVERALL | **28**

Have workplace wellness programme vs don't have workplace wellness programme

77 Manageable stress   71 Manageable stress

68% - say wellness programmes influence job selection
21% - say productivity down
67% - presenteeism

Impact of Stress On Productivity

1. Physical Problems: Physical issues make physical issues, for example, a migraine, stomachache, heart assault, hypersensitivities, and skin issue and therefore creation is hampered. This is one of the real effects of weight on representative profitability.

2. Emotional Problems: Emotional issues may cause passionate issues like uneasiness; dread; blame, sorrow, outrage; frenzy, pressure, and these issues legitimately sway on efficiency. .

3. Absenteeism: Absenteeism stress builds high truancy of laborers in the work environment and this reason low efficiency.

4. Family Problems: Family issues make numerous family issues and this hampered their creation quality at their working environment.

5. Wastage of Time: When stress is too high specialists requires the long time to achieve their work and this additionally lead to low profitability.

6. Increased Cost of Production: When stress is excessively high, laborers require an excess of time and thus cost of creation is additionally expanded.

7. Lack of Good Relationship among Labor and Management: When specialists are in pressure they turned out to be baffled with respect to their lifestyle. Thus, there is a contention existed among work and top administration.

8. Lack of Commitment toward Work: Lack of duty toward work likewise diminishes laborers responsibility toward their work. Hence, lower profitability occurs in the work environment.

9. Low Quality of Products: When works are in pressure, they couldn't perform at their normal dimension and subsequently, their nature of generation is diminished.

10. Employees couldn't perform at their normal dimension: Many occasions because of high pressure, laborers couldn't perform at their desire level. So low profitability occurs and expenses of generation increments. At last, we can say that, despite the fact that pressure is the awful yet moderate dimension of pressure ought to win in any association for better creation.

Result of Stress

1. More or less pressure is being experienced by a large portion of the res likewise uncovered that the pressure being knowledgeable about their association has both negative and positive effect.

2. Excessive remaining task at hand and hierarchical confare the two noteworthy reasons for working environment worry in associations in Indian situation.

3. Male representatives feel baffled and need fixation at working environment at the season of

pressure. Though female representatives feel baffled and depleted because of worry at work.

4. Lifestyle lopsidedness is the regular aftereffect of worry for the two people. Yet, ladies are confronting more medical issues than man because of stress. Passionate unevenness is considerably more in male respondents than female.

5. Headache and solid agony are basic medical issues for male workers. Be that as it may, females face cerebral pain, heftiness, pulse and perspiring issues more. Loss of memory is the primary protest of male respondents if there should be an occurrence of mental aggravation. In any case, ladies experience more disarray because of stress. If there should be an occurrence of passionate awkwardness short temperedness, tension and disappointment are noticeable among male representatives. In any case, for female workers stress and disappointment are normal. With respect to way of life issue both male and female respondents are confronting absence of rest and imbalanced eating regimen.

6. Both male and female representatives like to share their work place worry with associates. In any case, the most fascinating finding of the investigation is that 1/5 th of the male respondents don't impart their pressure issue to anybody. However, none of the female respondents showed so. Because of this reason male respondents have more protest that pressure circumstance isn't being dealt with than females. In any case, it is additionally seen that both male and female representatives feel that pressure circumstance is seldom being taken consideration off at work.

7. In Indian situation both male and female representatives are not happy with the means of the executives to manage work environment stress. Indeed, even dominant part of associations in India are not having any recreational exercises to oversee worry at work. A large number of the respondents feel that instructional course are required to learn abilities for taking care of pressure.

8. Majority of the respondents trust that pressure and high pay come connected at the hip. The greater part of the female representatives feel that pressure is profitable. In any case, the

majority of the male respondents feel that pressure has both profitable and ineffective effect. Still the greater part of the respondents trust that pressure upto a degree is required to make due in the focused world.

Conclusion

Working environment stress assumes a huge job in physiological and mental prosperity of representatives. It additionally influences the profitability and execution of associations. The different consequences of working environment stress like physical issues, mental unsettling influences, enthusiastic unevenness, way of life aggravations and social issues lead to irritate the atmosphere of the association. These issues make relational clashes, diminished profitability, low hierarchical responsibility, expanded non-attendance and more wearing down and so forth. By encouraging the workers with successful preparing, the administration can give them stage to take care of their pressure related issues. Yoga, reflection, practice and recreational exercises can give better condition to control pressure. Indeed, even time the board aptitudes help to oversee worry in a viable way. These basic yet helpful advances can clear the way for improved proficiency of representatives and expanded efficiency of association. There are some recommendation are given howl for evacuate of worry in work environments;

1. Training is required to be given to workers to oversee worry in associations in Indian situation.
2. To oversee medical issues, enthusiastic lopsidedness and mental unsettling influence emerging out of pressure associations must give social insurance preparing, Yoga and exercise classes to the representatives.
3. Flexible work routines and great working atmosphere must be given to the representatives to decrease pressure.
4. More recreational exercises are to be furnished to the representatives to manage work environment stress.
5. As over the top outstanding task at hand is the significant reason for work environment stress, representatives need to adapt better time the executives abilities.

Working environment stress assumes a noteworthy job in physiological and mental prosperity of representatives. It additionally influences the efficiency and execution of associations. The different consequences of work environment stress like physical issues, mental aggravations, enthusiastic lopsidedness, way of life unsettling influences and social issues lead to exasperate the atmosphere of the association. These issues make relational clashes, diminished profitability, low authoritative duty, expanded truancy and more weakening and so forth. By encouraging the representatives with viable preparing, the administration can furnish them with stage to tackle their pressure related issues. Yoga, contemplation, practice and recreational exercises can give better condition to control pressure. Indeed, even time the board aptitudes help to oversee worry in a successful way. These straightforward however valuable advances can clear the way for improved effectiveness of representatives and expanded efficiency of association.

Combating Workplace Stress for Increasing Efficiency in Organisations

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ABSTRACT

Stress is emerging as global phenomenon affecting all countries, professions and all categories of workers and there is substantial evidence that the workplace can have an impact upon employee health – both positive and negative. The reasons which in turn as a source of consequent stress are many like technology upgradation, information revolution, fast changing and materialist lifestyle, innovations, peer pressure and growing competitions. Thus stress acts a barrier in the progression of any employee. It is an inevitable factor in the life of an employeeand has the possibility of affecting the performance of an employee and detracts the ability of the employee to contribute to the organizationand can also create serious life threats like unprecedented turmoil, traumas and physical and mental disorders and that is why it is becoming a matter of concern for many organisations. This study tries to find out the causes of stress and its impact on the employees in an organisation. It also examines various coping strategies that can be adopted for a healthy environment. As a healthy and stress free environment can help in achieving optimum output from its employee in an efficient way.

Keywords: Stress, Efficiency, Organization, Coping Strategies, Employee, Productivity, Stress Management Interventions.

Introduction

'Stress' word has been borrowed from physics and mechanics where it means the physical pressure exerted upon, and between parts of a body, when deformation occurs as result it is called strain. The stresses and strains of life mean something, which distorts our comfortable way of living. In common language stress is associated with distress, meaning any kind of burden, pressure or hardship. The stress of modern living usually means any conditions that give rise to worry, tension and frustration.

Stress has been a negative consequence of modern living. People are stressed from poor health, individualism, materialism, overwork, speed, insecurity, information overload and the increasing competition in life.

Occupational Stress have become a reality today it is difficult to deny from the fact that we all are currently sustain under its cover and we have to deal with it. Occupational Job stress is meant negative environmental factors associated with a particular job. It is the characteristic of the job environment, which poses a threat to the individual in terms of efficiency and performance on the one side and health on the other.

It is of course an important factor that reduces the productivity of an employee therefore its earlier detection and management becomes a necessity looking at the current changing scenario in the workplace.

Adopting stress management strategies and self-care approaches to develop positive coping mechanisms can be a positive way out to come out of such situations. Educating employers and

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organizations on the importance of stress management and stress reduction in operating a successful is another notable point towards the creation of a healthy business entity. Specific objectives include supporting employee health and wellness through health promotion activities and education. Self-care has become an important factor in career satisfaction and career longevity for those in helping professions and implementation of such policies and standards can help in creation of a healthy and enthusiastic workforce.

Literature Review

Stress is basically an adaptive response to a situation that is perceived as challenging or threatening to the person's well – being. It is person's reaction to a situation not the situation itself. Moreover we experience stress when we believe that something will interfere with our need fulfilment. Stress has both psychological as well physiological dimensions. Psychologically people perceive a situation and interpret it as challenging or threating. This cognitive appraisal leads to a set of physiological responses, such as higher blood pressure, sweaty hands, and faster heartbeat.

These events often produce lot of tension and panic situation, the degree of physiological, psychological and behavioural stress often distracts an employee concentration and focus from efficient functioning.

A lesser known fact about the stress is that it also have a positive side of stress called eustress that refers to the healthy, positive, constructive outcomes of stressful events and the stress response. However this study will focus on distress because it is a significant concern in organisational settings. Employees frequently experience enough stress to hamper their job performance and increase their risk of mental and physical health problems.

Providing self-care education and stress management education opportunities can help to prevent burnout and compassion fatigue, therefore potentially reducing employee turnover and fostering increased satisfaction and well-being in the workplace.

Types of Job Stress

1. Physical Environment Stressor: These some stressors are found in the physical work environment, such as excessive noise, poor lighting, and safety hazards etc. It is the stress that comes from a direct disturbance to one's body by the immediate environment. It affects the human body. Stressed people are more susceptible to diseases. For example, anxiety leads to colds and other illnesses, tension, headaches due to stress, muscle pain and related back problems.

2. Psychological Stressors: These are also called role related and work related stressors. It is caused by person's own thought processes. Idea perception, values and attitude. Psychological symptoms of work related stress are lower job satisfaction, moody and depressed.

3. Behavioural Stressors: These stressors are caused by either physiological or psychological stresses disturbing person's normal behaviour may be with regard interpersonal or organisational expectations. Low job performance more workplace accidents, absenteeism, quits, disobedience, shouting at subordinates, irritation, overspending machine, unexpected response are more common. High stress levels results impair in ability to remember information, make effective decisions and take appropriate action.

4. Organisational Stressors: These stressors encompasses physical environment, psychological and behavioural aspects as causes as well consequences of stress in the organisation and adversely affecting its functioning, efficiency, effectiveness and moreover profitability.

Objective

1) To analyze the causes of stress and its impact on the productivity of among employees.
2) To analyze stress reduction/management interventions that can be used in individual level.
3) To recommend stress management interventions that can be used in organisational level.

Research Questions

1) What do employees in organisation today identify as stress in their life?
2) How do employees cope with stress including the various personal and organizational coping strategies?
3) What effect does a stress management intervention have on employees?

Research Methodology

In this research the researcher have used Qualitative Data and Secondary data. Around fifty employees have been interviewed working in different organisations. Their responses were taken on the basis of open-ended questions to be filled through online questionnaire also in-depth interviews of some of the employees were also taken into consideration.Secondary Data mainly includes use of internet, books, magazines etc. Important information and facts were taken with the help of these sources.

Findings

After analysing the data it revealed that work related stress has become a very common phenomena in the Indian work culture, however employee may differ in degree and level of experience. Thus it is of outmost importance to identify and determine the victims. Some of the signs are as follow:

Always Eating, Changes in eating and sleeping habbits, drug and alcohol abuse, Easily loose temper, failure to achieve targets, Interrupts others, Shouting Loudly

Withdrawal from friends and activities, thoughts of death or suicide, Silence loving, Shift job frequently, Poor performance, Negative attitude, Lack of concentration

Persistent sadness, Hopelessness, Poor or over confidence, Guilt feeling, Impatient, Forgrtfulness, Physical complains like headache, stomache etc.

CAUSES OF STRESS

Occupational stress is a reality today and one cannot avoid it but have to deal with it. Stress has become a universal phenomenon affecting all countries, professions and all categories of workers. Below are some of the major causes of stress, employees are facing in an organisation.

1) Over Ambition
2) Work Pressure
3) Unrealistic Time Frame

4) Inadequate Rise & Growth Opportunities
5) Insequirity
6) Disturb Marital Life

7) Greed and Speed
8) Poor Employment Opportunities

9) High Cost of Living
10) Distured Marital Life
11) Poor Environment

12) Excessive Communting Time
13) Poor Inter -personal Relationship

Job Stress Coping Strategies

Individual Initiatives

- Remove the Stressor: Stress at work place caused by any individual, task or process can be reduced or removed by distancing from the stressor or rationally regulating the operations of different segments.
- Developing Interpersonal Skills: It is advised to develop interpersonal skills that can dissipate the aggression in customers and co – workers.
- Balancing Work and Domestic Roles: Help employees to balance their work and non- work roles. Most of these programs began as family – friendly benefits that provided a more flexible workplace for women employees with children.
- Self -Leadership: Several elements of self-leadership can alter employee perception of job related stressors. Positive self-talk can potentially change stress perceptions by increasing self -efficiency and developing a more optimistic outlook.
- Physical Exercise: One of the most obvious ways to do this is by keeping fit. Physical exercise helps employees lower their respiration, muscle tension, heartbeat and stomach acidity thereby reducing the physiological consequences of stress.
- Healthy Lifestyle: Learning how balanced diet and good sleep habits combat the adverse effects of stress.
- Relaxation: Research suggests that relaxation and meditation programs are effective, particularly in reducing blood pressure levels, muscle tension and increasing peace. One can also practice yoga and meditation.
- Employee Assistance Programmes: EAPs are counselling services that help employees overcome personal or organizational stressors and adopt more effective coping mechanisms.
- Receiving Social Support: Social support from co- workers, supervisors, family, friends and others is one of the more effective stress management practices.
- Adequate Sleep: Sleep is the natural gift to take rest but sometimes worldly experience makes person sleepless. But sound sleep is must for good health.
- Good Reading and Listening to Music: Grasping scriptures, holy and good books thoughtfully provides strength to face challenges. Listening to good music can reduce boredom and monotony at workplace or home.

Organisational Initiatives

- Flexible work Timings: Time deadlines causes stress. Many firms let employees decide when to begin and end their workday so that they can more easily balance personal and work activities.
- Job Sharing: Monotonous and rigid time frame jobs results in stress. Job sharing splits a career position between two persons so they experience less time based stress between work and family.
- Telecommuting:With the advancement in technology work from home culture is getting popularity. There is growing evidence that employees are more productive with this arrangement and experience a healthier balance between work and non – work roles.
- Personal Leave Programs: To meet out the domestic and social needs personal leave facilities helps a lot employers typically offer extended or partially paid maternity, paternity and personal leaves to care for a family. Increasingly, employees are using personal leave to care for elderly parents and other relatives who need assistance.
- Child Care Facilities: On site or nearby child care facilities save parents time and worry and might allow them to spend a little time with children during the day.
- Delegation and Decentralization:Centralization of power and overload of responsibilities result in stress and strain. So in order to cope up with the job it is better to delegate some responsibilities to others.
- Organising Stress Management and Controlling Workshop:By Organizing individual stress reduction and controlling workshops for employees on biofeedback, sensitivity groups, transcendental meditation, career counselling, time management and interpersonal skills workshop.
- Medical Health Check- ups: Many people noticed to be ignoring health for one reason or the other the traditional proverb health is wealth deserves consideration. Therefore organisation should organise some provision of monthly

health check- ups.

- Cooperative Work Strategies: Individualism and isolation adds to many tensions, monotony and strains. Sometimes an effective way of dealing with too much works is to cooperate with other people in the same situation

- Development ofMulticultural health education curriculum: Development of a curriculum to understand the learning opportunities that are designed with sensitivity to diversity in an organisation in different languages. Guidelines for creating a culturally competent learning environment it should be included with a guide for facilitators.

- A Way towards Creating a Stress Free Work Force

- Framework, and the mapping of policies and standards which are employer friendly in nature can provides a vehicle for encouraging employers to enjoy their job and workspace

- Clarifying the manager behaviours that are important for managing stress, ensuring managers have the appropriate skills, abilities and behaviours to manage employee stress effectively and implement the Management Standards.

- There are opportunities for Government policy to integrate campaigns on good leadership and management with those on Health and Safety to achieve maximum effect.

- The idea of Highlighting 'Empathy' may be necessary to mitigate any potential stress risks of 'Development' on an employee.

- Further research is required to translate the research findings into practical tools and diagnostics for use in organisations.

- Drawing from the concurrent and predictive validity studies, there are opportunities to design a psychometrically valid indicator tool that measures the degree to which an individual exhibits the management competencies associated with preventing and reducing stress at work.

- Opportunities exist for this to be used either as a self¬report or an upward feedback measure. In the longer term, research should be conducted

to design and test interventions that develop managers' management competence in the prevention and reduction of stress.

- Design and Test training interventions that can be used to developed managers' competence in managing stress in others.

CONCLUSION

It is a well- known fact that working environment of an organizations contributes to the well- being of an employee. A stress free environment leads to increase productivity at work and higher job satisfaction in the employees which will be beneficial for both the employee and the organization.The employee can face stress issues due to personal and professional reasons both. Therefore in the pursuit of better results and higher efficiency organizations can adopt improved practices that can increase satisfaction thus reducing the levels of stress and therefore improved performance. These typically emphasise the need for the organization to pay more attention to employee well - being, the importance of individual and organisational interventions can reduce the stress and the involvement of the employee in decision-making to meet the needs of the employee.

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Work Life Balance–
A Key to Organisational Success

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ABSTRACT

The contemporary business organisations demand their employees to be more proactive, attentive and available for working in a 24 X 7 work environment which makes it difficult for them to have a balance in their life. Work life balance is used to describe the practices adopted by firms to attain a balance between employees work life and their family life. This issue has obtained a great attention of researchers and practitioners over a period of time (Mulvaney et al., 2006). The employee retention researches reports that maintaining a work life balance is the key strategy to retain employees in addition to increasing job satisfaction and organisational commitment (Qu and Zhao, 2012). This paper aimed at examining the literature relating to employee retention and the role work life balance issues have in an employee's intention to leave or stay in the company.

Key words: Work life balance, Employee Retention, Women-Work Life balance, Job Satisfaction.

Introduction

Retaining star performers is a persistent source of concern for practitioners and an area of examination for academicians (Davidson and Wang, 2011). The employee retention literature, over the years, focussed on traditional causes of turnover like lack of organisational commitment, job satisfaction, job stress etc. The most recent addition to these factors is the role that getting a balance between work and personal life has in an employee's intention to be with the organisation. Researches revealed both the negative consequences of imbalance in work life and the benefits of balance in work life for women, employees as well as for organisations. Work life imbalance is negatively related to productivity, organisational commitment, work and life satisfaction etc. (Greenhaus et al., 2003; Hobson et al., 2001) and work life balance if is positively related to job satisfaction, organisational commitment, family functioning, employee engagement (Carlson et al., 2009; Jang, 2009). Over a decade, the issues regarding gaining work life balance have received great attention specifically in areas of contemporary organisational research. Previous studies indicate that the level of conflict between male and female &work and family is also impacted by supervisory support, personal attributes employees bring to the job, industry norms and the way in which these components are managed in the organisation (Mulvaney et al., 2006).

The present study aims at reviewing the literature to find out the work life balance initiatives reported by various researchers which may lead to Employee Retention and Job Satisfaction in the contemporary organisations.

Implication of Work life balance

Work life balance is used to describe the practices adopted by firms to attain a balance between

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employees work life and their family life. This issue has obtained a great attention of researchers and practitioners over a period of time (Mulvaney et al., 2006). WBL indicates the state of equilibrium, where workers are able to pay equal attention to their work place responsibilities and family responsibilities with a peace of mind. The term was first coined in late 1970 in USA. Study of National Health Interview Survey Occupation Health shows that around 16% of employees find it difficult to balance their work and family life in USA specially among the age group of 30-44 years.

Work life balance Studies report that work life imbalance affects the well being of employees at individual, family as well as organisational level and consequences may be dissatisfaction from life, use of alcohols and drugs, prolonged sadnssetc (Lowe,2005) at individual level, decreased involvement on family roles, low family satisfaction etc at family level and low productivity, absenteeism, accidents etc at organisational level.

I have been seen that organizational values and ethics become included in the self-concept and workers increase their identity with the organization. An employee interaction with the organization, through other employees, customers, or other reinforces (or resists) the worker has their own identification in the organization. At the same time, the employee identity is "fragmented and constructed" throughout variety of connections inside and out of the organization; workers don't have just one self. Most workers establish with not solely the organization, but also other facets of their life (family, children, religion, etc.). When identities area unit in conflict, the sense of a healthy work-life balance may be affected. Organization members should perform identity work so they align themselves with the realm during which they're playing to avoid conflict and any stress as a result.

Women -work Life Balance- A Different Perspective

Today's the career of women in the workplace is challenged by not only the strain of regular work but also beyond the work. They carry a lot of the responsibilities and commitments of their job to home and simultaneously managing family assignment. The angle of feminine employees has conjointly modified. Women are growing more ambitious as they become key players within the world of labor, tributary to major company successes. Majority of ladies work lives area enclosed multiple responsibilities at work, heavy meeting schedules, and business journeys, on prime of managing the daily routine responsibilities of life reception. Traditionally role of women is in transition where they were looked upon as a caregiver or as home keeper and were denied access outside home. Today's ladies have created their mark in each field. Be it arts, literature, sports, corporate etc, women are exhibiting remarkable performances and breaking the glass ceiling. At the same time these transitions have increased stress of balancing their family as well as work life. Previous studies on differentiating work life balances among men and women shows that gender plays an important role in perception regarding WLB policies of an organisations (Doherty ,2004). Therefore when it comes to make WLB policies, organisations should consider this demographic factor into account as women in the workplace are increasing considerably.

Information On Work Life Balance Policy In An Organisation

The following steps are required for the organisation to announce the necessary information to formulate the policy on WLB:-

- Identification of the requirement for introducing WLB Policy.
- Formulate the policy on WLB based on the company's vision & mission's statement.
- Conduct workshops to boost information and necessity of this policy.
- Communicate the policy to all or any the workers and implement the policy of maintain regularfeedbacks & suggestions.
- Update any changes that are created to all or any workers.

Recommended Practices Of Work Life Balance In Organization:

At the organisational level, a number of initiatives can be taken to retain talented staff as well as assist in balancing family and work life. These includes
1. Providing flexible working hours including roistered day off, compressed work weeks.
2. Providing flexible work arrangements like work at home and job sharing.
3. Providing training opportunities at job and adequate resources to employees to perform their job well.
4. Providing adequate breaks during working hours.
5. Framing suitable policies regarding various types of leaves like career leave, sabbaticals etc..
6. Rewarding employees not only for presenteeism but for accomplishing organisational goals.
7. Organising functions which also invites family members of employees.
8. Providing health and wellness opportunities to employees within the organisational premises. These could be access to gymnasiums, Employee assistance programs, free medical check-ups etc.
9. Encouraging sound management practices. These steps can assist companies not only to retain their talented staff but also to provide more holistic experience of balanced family and work life to their employees. In doing so, turnover causes like work overload, job stress, job dissatisfaction and low organisational commitment can also be alleviated.

Organisational Strategies For Employee Retention:

The extremely competitive world wide scenario witnesses conflicting responsibilities and commitment in organisations and societies which makes work life balance an important issue at the workplace. Work life is defined as an equilibrium state where the employees work demands and his/ her personal life demands are in balance. The issue of WLB was kept forth for research in the seminal book-

Work and Family in the United States: A Critical Review and Agenda/or Research and Policy (1977) byRosabeth Moss Kanter's . The work life balance researches initially lead to offering of many programs for supporting women and children but quickly spread to being today as less gender specific. Employers now days are equally concerned about the work life imbalance issues and so they introduce a series of Employee Assistance Programs (EAP's). Firms which are family friendly have significant impacts on the career and lives of professional who work for them (Friedman and Greenhaus, 2000). The perception that quality of personal and family life impacts quality of work life is growing which makes business sense to promote work and family integration (Lockwood, 2003). Work life balance programs offers win –win situations for both employees and employers in todays global work place where organisations aimed at reducing cost and retaining talent (Lockwood, 2003; Landaur, 1997). Maxwell (2005) while providing an insight between work life conflict and employee turnover suggest that managers are the key to the initiation and implementation of work life balance policies with some of the policies being flexible work schedules and work arrangements, better training opportunities, better work support etc. Doherty (2004) also examined work life balance strategies particularly related to women, and reported that such type of strategies assist women only when the labour market is tight therefore the equal opportunity approach for men and women may be problematic. The author suggested that there should be clearer and greater set of rights as well as assisting male managers to provide more balanced lives for both male and female employees.

A number of studies focused on the functional human resource activities like appropriate recruitment and training for improving employee retention Dermody et al. 2004, Collins 2007).
Conclusion:

Work life balance in an emerging area in the field of human resource management. First, at an organization-wide or department-wide level, consider implementing one or more work-life benefits such as telecommuting or flexible work

hour options for employees.. Look to different organizations as a supply of innovative ideas. For example, the Families and Work Institute, in conjunction with the Society for Human Resource Management (SHRM), publishes annual guides suggesting innovative ideas supported several numerous firms that have won the Alfred P. Sloan Awards for Excellence in geographic point Effectiveness and suppleness.

Second, keep in mind that once managers and supervisors implement the policies created to assist balance work and life, efforts should be targeted in the direction that employees should perceive them in the same way.

Third, Recovery periods like breaks during the work day or vacations could be particularly valuable for the employees whose jobs prohibit other work-life benefits.

Fourth, If a company want toachieve success with committed and productive women, it needs to not only lay down some women friendly schemes and strategies, but also needs to formulate policies and guidelines that can monitor these schemes. Large-scale actions targeted towards work-life balance, such as family-friendly benefits and policies can be important, but do not ignore the importance of small-scale, subtle (yet crucial) efforts such as day-to-day support from supervisors and coworkers to market work-life balance among the organization..

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A Study on Work Life Balance on the Employee of Ghaziabad

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ABSTRACT

Work life balance is one in all the key factors for the workers to attain success. Organisations have devised varied plans, policies, programs to assist their staff to attain the balance between their work commitments and family responsibilities. Certain policies are statutory whereas others are voluntarily enforced. The effectiveness of them depends on the extent of usage to the workers to attain work life balance. This paper meant to review the social control level staff work life balance in Ghaziabad. The study collected the data from sixty respondents. Hypothesis is tested by adopting statistical techniques like regression, ANOVA. The study found that employment responsibilities negatively impact the private lifetime of staff. The factors like overtime, movement to figure, conferences and coaching when the operating hours impact the work life balance of the workers

Key words: factors, personal life, job performance, flexible working hours

Introduction

Work life balance is that the interaction between the work and therefore the different activities that features family, community, leisure and private development. It's concerning the correct or the balanced combination of the individual's participation within the work and different aspects of their life and this mix doesn't stay a similar it is modified over the time.

Work life balance is wherever the tensions between the work life and private life is minimized by having a correct policies, systems, appurtenant management and provisions at work place and a decent relations in personal life. Performance and therefore the job satisfaction of the workers area unit same to be littered with the work life balance. Work life balance of the workers helps in reducing the strain level at work and will increase the duty satisfaction.

Companies have realized the importance of the work life balance with relevancy the productivity and therefore the creativeness of the workers. Employers provide a special programs like versatile hours, shifts, team outing, day care centers, health care centers, etc. to inspire the workers to figure with efficiency. Workers feel intended and become loyal and committed towards the organization because it puts an additional effort to produce a healthy balance between work and life.

Organizations face several challenges in implementing the policies on Work life balance as workers nowadays aren't simply look out for employment however they additionally wish the organization to require of their well being. Therefore organizations area unit adopting for brand spanking new policies wherever workers will provide time to update and pay time with their family.

The present paper analysis aims to review the work life balance of social control level workers in Ghaziabad city.

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Literature Review

Mohammad niaz (2008) in his analysis titled "Work life balance practices and gender gap in job satisfaction" examines the role of the work life balance practices by explaining the contradiction in terms of the complacent ladies worker". In his analysis he finds out that girl reports higher levels of job satisfaction than that of men. The most finding is that WLB is that the vital determinant of the intrinsic accidental, aspects of job satisfaction.

Rebbecca (2009) quotes in "Work life balance- Men and Women" that women and men have a special perception usually in the end the work and life. She tells that ladies devote longer on her family and therefore the men pay longer following his personal interests. She additionally quotes that balance isn't solely concerning dividing the time spent on work and private life, however additionally establishing harmony that reflects on the people priorities.

Peter (2009) in his study on "Work life balance and subjective well being" explains concerning the work life balance and therefore the well being of the workers. During this analysis, the hypothesis that was tested is that the comfortable quantity of your time on the market will increase the well being of the workers because it helps in satisfying personal wants. The finding during this analysis was that the perceived sufficiency of your time on the market for private life and works tells the extent of well being on condition that the individual's wants area unit consummated within the given time.

R Baral and S Bhargava (2011) within their analysis titled "HR interventions for Work life balance" quotes that employment life balance is that the concern for each analysis students and also the business leaders in the read of technological, demographic and organizational changes associated with it. They need explained concerning the challenges that the 60 minutes managers face whereas effectively implementing the policy in their organization. They recommend that the organizations should implement Work life balance policies and incorporate the organizational culture that ensures worker commitment and productivity.

Sarah Holly and Alwine Mohnen (2012) in their study titled "Impact of operating hours on Work Life balance" their main objective was to look at the influence of the operating hours of the staff on their satisfaction on the task. They make a case for that the variety of the staff desires to scale back their operating hours is influenced primarily by the overtime compensation. Their study result shows that typically the long operating hours don't result in the discontent among the staff, however long operating hours have a positive result on the employee's life and job satisfaction and also the want to scale back the long operating hours have a negative impact on the task satisfaction of the staff.

Statement of the Matter

Management and workers in each organization attempt to deliver the goods the goals of the organization. Workers would like information, skills, job satisfaction, supervisor and peer support to execute the responsibilities effectively. In gift times the business atmosphere demands potency and therefore organizations go additional mile to attain the benchmark performance. Since workers got to think about their work and family responsibilities, many times either one amongst them can overtake the another one resulting in imbalance in family life and work. therefore the current study analyzed the staff work life balance practices in Ghaziabad city.

Objectives of the Study

- To determine the factors that impact the staff work life balance.
- To apprehend the link between employee's job and its impact on employee's personal life.
- To apprehend the link between the supervisors' support and employee's job performance.

Hypothesis of the Study

H0: – There's no relationship between the employee's job and its impact on employee's personal life.
H1: - There's a relationship between the employee's job and its impact on employee's personal life.

Research Methodology

The study adopted the descriptive variety of analysis approach for analyzing the work life

balance of workers in Ghaziabad. simple sampling technique is employed to induce the response from the staff. The study sampling unit targeted was social control level workers.

The sample size was sixty. Structured form was designed to gather the first information from the staff. Secondary information was collected from company's official web site, internet, journals and text books. Applied math techniques like multiple correlation analysis, ANOVA and share analysis are used to analyze the info.

Data Analysis

TABLE: 1 Number of working hours in a day.

Particulars	Number of Respondents	Percentage
8 hours	18	30
8.5 hours	6	10
9 hours	31	51.7
>10 hours	5	8.3
Total	**60**	**100**

(Source: Primary Data)

TABLE: 2 The time you spend at work daily.

Particulars	Number of Respondents	Percentage
Very Unhappy	1	1.6
Unhappy	1	1.6
Indifferent	10	16.7
Happy	44	73.3
Very Happy	4	6.7
Total	**60**	**100**

(Source: Primary Data)

TABLE: 3 The organisation has a policy on Work-Life Balance

Particulars	Number of Respondents	Percentage
Yes	36	60
No	11	18.3
Don't Know	13	21.7
Total	**60**	**100**

(Source: Primary Data)

TABLE: 4 The flexible working hours provided by the company due to current work life management policy.

Particulars	Number of Respondents	Percentage
Very Unhappy	1	1.7
Unhappy	2	3.3
Indifferent	34	56.6
Happy	22	36.7
Very Happy	1	1.7
Total	**60**	**100**

(Source: Primary Data)

TABLE: 5 The quality time with your family is missed because of work pressure.

Particulars	Number of Respondents	Percentage
Never	3	5
Rarely	11	18.3
Sometimes	40	66.7
Often	5	8.3
Always	1	1.7
Total	**60**	**100**

(Source: Primary Data)

TABLE: 6 The organisation will be more effective and successful if employees have a good work life balance.

Particulars	Number of Respondents	Percentage
Strongly Disagree	0	0
Disagree	0	0
Neither Agree nor Disagree	1	1.7
Agree	44	73.3
Strongly Agree	15	25
Total	**60**	**100**

(Source: Primary Data)

Model summary

Model	R	R square	Adjusted R Square	Std. error of the estimation
1	.541	.293	.242	.7235

Inference: Since, r = 0.541, there is a strong relationship between the predictor and the dependent variable under the study.

Model	Sum of squares	Df	Mean Square		Sig.
Regression	11.944	4	2.988	5.704	.001
Residual	28.790	55	.523		
Total	40.733	59			

Since significant value is 0.001, which is less than the standard value of 0.05, we reject Ho and conclude that Quality time with family is missed, demands of work, overtime and meetings after office hours are the good predictors of the work is having a negative effect on personal life.

Hypothesis Testing
H0 – There is no relationship between the employee's job and its impact on employee's personal life.
H1 - There is a relationship between the employee's job and its impact on employee's personal life.

Findings

The major finding of this study is that the work has a negative impact on the lifetime of the staff and also the overtime operating, demands of the work, quality time of the staff is incomprehensible with their family attributable to work and also the conferences conducted once the workplace hours.

From the check conducted we tend to came to grasp that the employee's job has an effect on their personal life.

Majority of the staff agree that they get support and facilitate from their immediate supervisor or the manager.

From this study we are able to infer that the factors like overtime, movement to figure, conferences and coaching once the operating hours impact the work life balance of the staff.

Majority of the staff feel that the versatile finishing time within the organisation helps them to balance their work life effectively.

Majority of the staff at feel that the policy on work life balance provided by the organisation is indifferent.

Most of workers agree that the organisation offers a chance for the employee's relations to participate within the company's celebrations or different activity that may be a smart sign because the employees feel smart concerning the organisation additionally as their relations that helps in building smart relationships.

It is seen from the analysis that majority of the staff feel happy concerning the time they pay at the work place daily.

Suggestions

From the analysis of the reports through form survey it's seen that the organisation have completed the requirement for work life balance of workers and offers the policy and programs that concentrates on the growth of the staff which is family friendly.

Since, equalization of labor and family roles is one in every of the key problems within the coming back years, the organisation ought to improvise and introduce the ways that to cater the staff having numerous wants and these ought to be the integral to core business however not the optional .

There ought to be utmost care taken in taking selections in adopting and implementing the policies because it impacts each worker and also the organisation.

There should be correct communication created to the staff relating to the company's policies and should be inspired.

There should be a correct and a versatile time that must be adopted so workers doesn't feel stressed concerning the overtime operating and that they will pay a high quality time with their family and that they will even create time to complete their family duties and commitments.

Conclusion

It will be same that job Life Balance may be a vital issue within the Human Resource Management field and it's an important impact on the productivity and growth of each the organisation and also the worker. Work life is all a couple of live concerning dominant on once, wherever and the way they work. several factors area unit acting as supporting parts for workers to attain balance between work and private life. whereas some parts like workers participation in framing the policies and taking key selections, effective communication of organizations policies will be reinforced to form work and private lifetime of workers extremely balanced.

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Study of Worklife Balance Trends and Challenges (A Comparative Study with Special Reference to Marico Ltd. and Dabur India Ltd.)

Pragya Agarwal*
Ankit Garg**

ABSTRACT

This paper shows the results of the examination on progressive police and courses of action regarding work life equality of the delegates, which was done among a cross zone of driving corporate components. Associations come in various sorts. There are some who keep a hawkish eye over its specialists, limiting even the use of phones in office, and there are other individuals who order on genuinely tranquil and pioneer traditions in the work environment. Be that as it may, at the contrary end of the range there are establishments, which empower delegates to work from home and believe in a timetable which is more result orchestrated than keeping up a military control.

This paper shows that the successful work - life programs encourage a cooperative connection between the worker and boss for common advantages. Workers who are better ready to adjust the requests on their time are increasingly fulfilled and content. Thus they can perform better. Such arrangements additionally help in business marking and are developing as maintenance factors.

INTRODUCTION

In the present period, it is difficult to beat the pressure that joins our furious expert lives. Intensity and quick paced condition at working environments expect one to give oneself wholeheartedly towards one's work. To such an extent that separated from work lives, everything else takes a rearward sitting arrangement.

This commitment frequently results in one getting into a work cycle, where in working for extended periods of time winds up ordinary and one winds up having more on one's work plate then one should have. Also, that is the point at which the work-life starts to negatively affect the prosperity of the individual — and one begins moving towards a circumstance, which is called burnout.

Strikingly, the term burnout was first predicted by English writer Graham Greene in his 1961 novel, A Burn-out Case. The tale portrays the narrative of a once well known, depressed and profoundly lost draftsman, who forsakes his calling and heads for the African wildernesses.

These days, work environment burnout has turned out to be normal — with numerous representatives appearing of burnout, which thusly is instigating associations to procure bliss and health mentors to enable their representatives to manage the emergency. Burnout is where in an individual experiences unreasonable enthusiastic depletion — in the event that you are somebody whose execution has taken a dunk in the previous couple of months, and have been steadily committing errors in work, at that point chances are you are encountering burnout.

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The predominant culture of obsessive worker is at work environments, nowadays, is likewise a factor that adds to burnout. Despite the fact that representatives procure acclaim from their managers for working past work hours — taking additional work upon themselves and complying with close unimaginable time constraints, at last it makes a weight cooker circumstance for them. Furthermore, if the circumstance gets drawn out, uneasiness and stress creep in.

This business related pressure brings about making workers on edge, furious, upset and as a rule they end up getting focused and later on, troubled.

Indications of burnout:
A spell of awful exhibitions over some undefined time frame
Tenacious blunders in work
Eagerness and uneasiness
Dejection
Resting issue

Review of Literature

In his book Rest: Why You Get More Done When You Work Less, writer Alex Soojung-Kim Pang brings up, "With a couple of remarkable special cases, the present chiefs treat pressure and exhaust as a symbol of respect." Pang, who is an advisor in Silicon Valley, US, in his book calls for restricted working hours at work environments rather than 80 hour seven days plan pursued by generally associations. He additionally underlines on the significance of taking "dynamic rest" so as to expand efficiency and inventiveness. He clarifies that the greatest names in the domain of science, writing, reasoning, arithmetic were all loafers and used to work just three to six hours per day. "Indeed, even in the present all day, every day, dependably on world, we can mix work and rest together in manners that make us more astute, increasingly imaginative, and more joyful," Pang composes.

Outrage, amazement, appall and then some: Humans have 27 unique kinds of feelings

Has pressure assumed control over your life? Getting the hang of adapting aptitudes could help lessen tension

The facts demonstrate that accomplishing work-life balance just as work-rest balance has turned into an immense undertaking for representatives. What's more, the unevenness thusly impacts their execution, can result in an individual creating pressure, nervousness issues and dozing issue.

As per Sakshi Mandhyan, analyst, who is a specialist on corporate pressure, the variables that trigger business related pressure are numerous and they vary from individual to individual. She says weight of due dates, examinations, lack of engagement in one's work, psychological weight, confidence issues, family issues, extramarital issues and so on would all be able to trigger pressure. For a few, social confinement because of chaotic work life or antagonistic associates can be the reason, for other people, it tends to be work instability and contrasts with collaborators and managers.

In any case, the underlying driver remains work-life irregularity, which is the thing that unleashes devastation on one's expert and individual life. Mandhyan says, "Work-life unevenness occurs, when you don't get things done in extent. It is, at that point, things start to go into disrepair."

She exhorts, "It is critical to live at the time and take a gander at the positive side of things. Also, it is just flexibility that prompts work-life balance."

Reasons for pressure can be partitioned into two segments — inward factors and outer elements. Interior components incorporate absence of inspiration, failure to meet set desires and lack of engagement in one's work. Outer components can be unimaginable supervisors, sick conduct on part of associates, terrible connections in office, disappointment with occupation duty, examinations and so forth.

Purposes behind business related pressure:
Putting in extended periods of time at work
Unmanageable remaining burden
Employment uncertainty
Clashes at working environment

Mandhyan feels that workers will in general disregard indications of burnout like touchiness,

outrage and so forth supposing they are normal issues. What's more, these issues later transform into enormous issues.

"One ought to know about one's manner of thinking as it is the thing that makes one or breaks one. What one needs to do is consider one's programmed considerations (unreasonable musings like no one prefers me, always accusing others or managers for one's disappointments) and mull over how evident these contemplations are. Generally, when one is focused on, the manner of thinking likewise ends up negative," Mandhyan says.

"A fair eating routine is the thing that one ought to go for. One must begin the day by eating regular natural products or drinking juices. Additionally, one must keep oneself hydrated for the duration of the day — drinking 3 liters of water is prescribed," says nutritionist Kanchan Patwardhan

While consistently practicing can to some degree help an individual arrangement with stress, Mandhyan trusts direction is the key. "In such circumstances what the individual requires is a tutor or somebody the individual in question can trust to talk about business related issues," she says.

Diet dependably assumes an imperative job in the prosperity of a person. In this manner, it turns into even more vital for an upset individual to eat healthy, to adopt the thought process of a sound individual. "A decent eating routine is the thing that one ought to go for. One must begin the day by eating occasional natural products or drinking juices. Additionally, one must keep oneself hydrated for the duration of the day — drinking 3 liters of water is prescribed," says nutritionist Kanchan Patwardhan.

Patwardhan additionally instructs expanding the admission regarding sustenances wealthy in cell reinforcements so as to expel hurtful oxidizing operators from the body. One ought to likewise incorporate nuts like almonds, walnuts and pistachios in a single's eating regimen. In the present period, it is difficult to beat the pressure that joins our rushed proficient lives. Intensity and quick paced condition at work environments expect one to

dedicate oneself wholeheartedly towards one's work. To such an extent that separated from work lives, everything else takes a secondary lounge.

Work life balance is an idea including legitimate organizing between "obsessive workers" (vocation and aspiration) from one viewpoint and "way of life" (Health, joy, relaxation, family and profound advancement) on the other.

It is the term used to portray rehearses in accomplishing a harmony between the requests of representatives' family (life) and work lives. The expanding pervasiveness of work life clashes and expanding worry about work life issues in the corporate field present both a test and open door for Human Resource (HR) Professionals.

Work life balance activities intended to enable representatives to adjust their work and individual lives are a choice, yet additionally a need for some businesses today. There is a requirement for associations to embrace human asset systems and strategies that suit the work

life needs of a various workforce in the present business condition.

Objectives

1. To do the comparative study of top 3 companies with Marico and Dabur
2. To do the comparative study of Marico and Dabur
3. To know the results of not having work – life balance.
4. What is needed for the contentment of the employees.

Research Methodology

The research is based on primary as well as secondary data.

Sampling is convenience sampling
Sample size 50 middle level employees (25 each from Dabur and Marico)
The questionnaire is non structured and disguised

Analysis

Comparison of Marico Ltd VS Dabur India Ltd

Marico Ltd (Rating - 3.57/5)	Dabur India Ltd (Rating - 3.52/5)

Recommendation Status
% of employees who recommend the company

38%	38%

% of employees having mixed feelings

37%	28%

% of employees who do not recommend the Company

20%	29%

Rating and Sub rating (Score out of 5)
Overall Rating of the Company

3.6	3.5

Rating on Salary/Remuneration

3.5	3.7

Rating on Work Life Balance

3.4	3.4

Rating on Company Culture

3.8	3.5

Rating on Career Growth

3.6	3.4

Company insights
Is the salary as per market standard?

57% agreed	67% agreed

Tell us about your last increment

Appraisal		Appraisal	Emp
Less than 10%	19%	Less than 10%	25%
10-15%	48%	10-15%	48%
15-20%	12%	15-20%	15%
Not Eligible	19%	Not Eligible	11%

How many hours do you normally work in a day?

Hours	Emp	Hours		
5-6 Hours	NA	5-6 Hours	17%	
8-10 Hours	NA	8-10 Hours	75%	
10+ Hours	NA	10+ Hours	8%	

Does the company have a flexible working hours policy?

Flexible Working Hours	Emp	Flexible Working Hours	Emp	
Yes	NA	Yes	67%	
No	NA	No	17%	
Case to case basis	NA	Case to case basis	17%	

How smart are your colleagues?

Colleagues		Colleagues	Emp
Extremely smart	36%	Extremely smart	28%
Average	62%	Average	64%
Below average	2%	Below average	8%

How punctual are your co-workers?

Co-Workers	Emp	Co-Workers	Emp
Always on time	51%	Always on time	48%
Most of time	42%	Most of time	41%
Seldom on time	7%	Seldom on time	12%

This paper displays the consequences of the examination on hierarchical polices and arrangements with respect to work life parity of the representatives, which was done among a cross area of driving corporate elements.

Organizations come in numerous sorts. There are some who keep a hawkish eye over its workers, restricting even the utilization of cell phones in office, and there are other people who command on seriously quiet and pioneer conventions in the workplace.

However, at the opposite end of the range there are foundations, which enable representatives to telecommute and have confidence in a timetable which is more outcome arranged than keeping up a military control.

These organizations with a human face connect with its representatives in the season of emergency, supporting them and notwithstanding dealing with the therapeutic costs of the debilitated individuals in their family.

Gone are the days when representatives searched for lucrative occupations in a merciless office set up.

Indeed, even high-paid representatives concur that cash does not make a difference after a specific point, it is work fulfillment and an agreeable office environment that at last has any kind of effect.

When business related pressure is negatively affecting the life of representatives, it is reviving to see a few organizations make a special effort to make their staff love the work they do and furthermore guarantee they have an incredible work-life balance. Representatives in these 10 organizations love the organizations they work for a large group of positive elements.

A neighborly workplace, extraordinary human services offices, adaptable work hours, telecommute alternatives, ladies cordial arrangements and backing among the colleagues keep representatives profoundly energetic in these 10 organizations.

This year, Google, the record-breaking most loved best manager has been toppled by a lesser realized organization called RMSI.

In a review directed by Great Place to Work Institute and The Economic Times, seven hundred organizations crosswise over 20 areas were overviewed. The reactions 1.8 lakh representatives demonstrated that MNCs were superior to Indian organizations as far as best working environments.

IT organizations represented a fourth of the main 100 best work environments, settling on it a favored decision among employment searchers.

RMSI
Rank: 1
Representatives: 842

'Individuals are regarded and execution is sustained' RMSI, a worldwide IT administrations organization giving geospatial and programming administrations to customers over the globe has outperformed Google, which has been topping the best manager diagrams for as far back as 5 years. In 2009, RMSI was positioned the best organization to work for in India.

"An adaptable workplace, abnormal state of strengthening and responsibility where every worker claims his territory of space/work, representatives' association in organization's business choices, authority improvement through tutoring and training, aptitudes/competency advancement activities, corporate social duty program, multi-social presentation through on location work openings are the enormous takeaways at RMSI," calls attention to Gagan Jyot, VP, Human Resources.

Hailing RMSI's incredible work culture, Gagan Jyot, VP, Human Resources, RMSI, says, "Individuals are regarded and esteemed, execution is supported, innovativeness and greatness are empowered, authority and cooperation are compensated. The supervisory group is straightforward, genuine and exceptionally agreeable, which makes it simple for individuals to cooperate as one group and spotlight on the business and customers."

Compensating condition

The work is mentally animating as we help take care of worldwide issues and add to the world, she includes.

"Different reward and acknowledgment programs guarantee that development, imagination, initiative and collaboration is compensated alongside individual commitments. Quick track development ways are made for superior workers. Child rearing, relationship guiding, kid brain science workshops help assemble a bond with groups of representatives,".

Medicinal services and different advantages

With a solid spotlight on worker's wellbeing and generally speaking prosperity, way of life appraisal checks, dental/medicinal/eye checkups, fundamental ability workshops, stress the executives through yoga, contemplation, pranic recuperating, registration camps, physiotherapy are attempted.

Activities for ladies

"Other than a very much characterized 'Hostile to lewd behavior' approach which guarantees wellbeing and equivalent rights for ladies, different activities such as self preservation workshops, Tai chi, appropriation of pepper showers, sessions with ladies cops and NGOs to make mindfulness about ladies security and rights are sorted out.

The organization additionally has centered wellbeing activities for ladies for bosom and cervix malignant growth, thyroid tests, gynecological issues.

Ladies likewise approach expanded maternity leave, low maintenance/adaptable working hours, telecommute choices and alternative to take a momentary break in professions.

Different exercises

The music band, photography club, painting, acting, motion picture making, guitar classes, zumba exercises, sports competitions enables workers to sharpen their aptitudes and build up a general identity.

Google India
Rank: 2
Workers: 1678

'Wellness and fun are woven into Google's history'
With regards to offices, working condition and advantages, work-life balance, not very many organizations can rival Google.

The organization ensures the representatives get the correct condition to develop to their actual potential. With an inventive and brilliant feeling, workplaces are intended to advance exciting development as the organization trusts it is critical for representatives to think imaginatively and put forth a valiant effort.

"The workers approach the best and most brilliant IT masters to help complete their occupations. The Techs top is Google in-house technical support shop, it furnishes Google workers direction with all equipment and programming needs and issues whenever," says a Google representative.

Access to best offices

The representatives at Google get the opportunity to utilize the organization's items to complete work, and beta-test items that haven't been discharged to the general population yet.

Representatives approach completely prepared exercise centers crosswise over workplaces in India with coaches and tweaked wellbeing programs.

Workers can play table tennis, pool, football, air hockey and different amusements in the diversion zone, or go to one of the few rest cases for a snappy snooze.

Fun at work "We have various unique offices which enables our representatives to keep up a work-life balance. Consistently on Friday, Google has TGIF (Thank God It's Friday) after 4 p.m. where everybody blends and cooperates. This gives an open stage to workers to team up additional. Besides, Google urges its workers to seek after their enthusiasm, be it in music or dramatization or some other type of craftsmanship," says the representative.

The organization is emphatically taking a gander at expelling bureaucratic postponements and any arrangements that impede fast choices.

"Every year, the organization arranges an 'administration buster' day where representatives can recommend changes to limit strategies and diminish over the top rules," the representative includes.

Ladies' drives

Ladies' strengthening is another center region. Google offers scholastic grants to future pioneers in innovation and supporting worker asset bunches like Women@Google.

Sustenance

Sustenance at Google workplaces is another fascination. Three suppers and boundless snacks from the cafeteria are absolutely free of expense. Suppers are made as solid as conceivable alongside a detailed menu.

For families

Including families, Google has its yearly 'convey your youngsters to work' day. On this day, the organization sorts out commitment exercises for kids.

Moreover, new representatives at Google can notwithstanding expedite their folks to work an assigned day.

Marriott Hotels India
Rank: 3
Workers: 6,500

'Dealing with our partners is at the core of Marriott's fundamental beliefs'

Marriott calls it workers 'partners'. On their birthday events or commemorations, the inn representatives are permitted a supper for six in any lodging or a stay to encounter their own neighborliness getting it done.

"Dealing with our partners is at the core of Marriott's guiding principle, which mirrors the organization's work-life duty. Marriott's history of dealing with its representatives dated back to its initial days, when its originator, JW Marriott, mentored the organization's workers independently on their own issues at his first inn. He esteemed their essence, updated them as often as possible about the most recent happenings in Marriott and gave them superb preparing. JW Marriott dependably guaranteed that workers who joined the organization felt themselves a piece of the Marriott family. He made directors in

charge of the fulfillment of their subordinates," says a Marriott representative.

Aside from giving a focused pay bundle, Marriott endeavors to give its representatives a decent work life.

The organization esteems great administration offers better development openings, a well disposed workplace and preparing offices.

Open correspondence, trust among working groups, and a tireless spotlight on winning the correct way are other key perspectives.

What keeps representatives upbeat?

The lodgings' rebate approaches, ability advancement program, worldwide presentation, open entryway strategy, cross office introduction, execution motivating forces and remunerating superior workers supports the assurance of representatives.

Access to a research center, entertainment, rebate on sustenance and drinks, room remain assignments locally and globally, universal positions and medical coverage are different advantages.

Findings

1. The study reveals that the world top 3 companies pay more attention on the satisfaction of the employees which needs improvement in Indian companies.

2. The study also states that Marico Ltd. is more concerned about the welfare of the employees than Dabur.
3. It is really important to maintain balance between the work – life balance otherwise the results can lead to burnout.

Conclusion

The usage of work - life programs has both individual and authoritative advantages. Successful work - life programs encourage a cooperative connection between the worker and boss for common advantages. Workers who are better ready to adjust the requests on their time are increasingly fulfilled and content. Thus they can perform better. Such arrangements additionally help in business marking and are developing as maintenance factors.

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A Study on Work Life Balance of Women Working in IT Sectors

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ABSTRACT

In the ongoing occasions, the issue of work-life balance has increased more consideration because of the reason that a person's work life and individual life may introduce clashing requests on each other while the requests from both the circles are similarly vital. Work-life balance alludes to keeping up the harmony between performing jobs and obligations at work and at home. Work-life balance is a standout amongst the most testing issues being looked by the ladies representatives in the 21st century. This issue is more for ladies representatives as a result of the sort of jobs they play at home and the overflow of individual life over work life and the other way around.

Computerized innovation has changed the world as at no other time. In the Universal setup it experiences upset with undreamt speed. India has celebrated its development in the field of Information Technology. Work showcase has seen expanding business open doors for youthful gifted labor. It has changed the statistic profile of representatives went with great pay bundle and worldwide presentation. Another idea of double profession couple developed out of it. As a characteristic drop out of this an ever increasing number of ladies are wandering into work field who were customarily observed as home creators. Ladies have now turned into an obvious piece of work environment.

In the course of the most recent decade Indian culture has seen a flood in cooperation of ladies in labor drive, particularly in IT industry which is an immediate drop out of globalization and brought a ton of chance for instructed ladies. In the light of the expanding number of ladies in IT industry, there is a need to analyze the marvel of the work-life parity of Indian ladies IT proficient in more noteworthy profundity.

Key Words: Information Technology, Opportunity, Women Employees, Family, Dual role.

Introduction

The whole way across the world an revolution is being pursued in data innovation and India is being perceived universally for its freshly discovered mantra - Information Technology, which has its root in the achievement begun by the advancement of India's fare Software enterprises. Programming has been focused as a development part in India. A large number of occupations have been made, many MNC's have been set up and residential firms have been set up. As a piece of this procedure expanding number of Indian ladies have entered the work showcase. Programming enterprises are set apart with exceptional highlights and these are unique in relation to the conventional and assembling ventures.

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Review of Literature

The study conducted by Karrir and Khurana (1996) found significant correlations of Quality of work life of managers from Public, Private and Cooperative industry, with the background of variables (education qualification, native/migrant status, income level) and with all of the motivational variables like job satisfaction and job involvement. Being successful in the competitivemarket depends on the level of the satisfaction of the workers. Job satisfaction provides positive attitudes and behaviours of the workers (Organ, 1997). New working practices and rapid changes in the technological advances are changing the mode of many jobs (Cooper, 1999).

Vittal (2003) observed that in order to empower women in the IT sector, it is necessary to investigate the social impact of IT sector on the women s community. The author has indicated the emergence of "metro-sexual men", men who are sharing the responsibility of the family which might help women to be an active agent in the IT workforce. It is also observed that the dropout rates of women get increased with their marriage and childbirth. This places a great burden on women and restricts women s choices in terms of better job opportunities 8 .

Malliga Dasgupta (2010) 7 explored the relationship between psychosocial variables and emotional intelligence of women employees in Information Technology Industry. The psychosocial variables included in the study were Quality of Work Life, Work Family Role Conflict and Perceived Happiness of female IT professionals. The sample consisted of 30 female IT professionals of Kolkata. The findings positively correlated with Quality of Work Life and Happiness, it highly contribute the Quality of Work Life and greater perceived happiness and were negatively correlated with both the domains of Work family Role Conflict, indicating that Emotional Intelligence greatly reducing the perception of Role conflict and thereby it drastically reduces the stress produced by it 7 .

In the light of above literature survey it is very clear that a number of research works has been conducted in Indian and Western context. However no research survey has been conducted on work life balance among the women employees in Information Technology Industry. Therefore the present study has been conducted to bridge the gap.

Women in IT Industry

Today, ladies in the urban areas just as towns are breaking their social mental obstructions and turning out to expect an assortment of new duties. The monetary skyline of lady once kept to the household hireling hood or work on the homestead has extended impressive. Presently, ladies from all shades of life began working in different fields. An imperative factor pulling in more ladies to business is the hard monetary need, felt basic for producing their very own assets alongside men to give an obviously better improvement and utilization base for the family. This frame of mind is obvious in the urban center and lower white collar classes who express that they are looking for work for improving their way of life. Indian families are experiencing quick changes because of the expanded pace of urbanization and modernization. Indian ladies having a place with all classes have gone into paid occupations. Right now, Indian ladies' presentation to instructive open doors is considerably higher than it was a few decades back, particularly in the urban setting. This has opened new vistas, expanded mindfulness and raised desires of self-awareness. This, alongside financial weight, has been instrumental in impacting ladies' choice to enter the work constrain. Most investigations of utilized wedded ladies in India have detailed financial need just like the essential reason given for working.

Work-Life Balance

Work-life balance is utilized to portray the harmony between obligations at work and duties outside paid work; having a work-life balance implies that this balance is in the correct position for the individual concerned. For certain individuals it implies investing more energy in paid work and less time at home, while for other people, it implies guaranteeing that paid work does not encroach on time required for different duties. It is tied in with dealing with our work duties with profession

objectives, and our obligations at home and the more extensive network. Work life and individual life are between associated and reliant. Work life and individual life are the opposite sides of a similar coin. Individuals need to settle on extreme decisions notwithstanding when their work and individual life is no place near harmony. Today, programming Industries has understood the significance of the work life parity of their representatives. Programming businesses are setting up arrangements for keeping up a work life balance. They are acquainting creative techniques with keep their representatives upbeat and fulfilled, as it makes office a superior work environment and furthermore sway emphatically on tasks. This review attempts to draw out the importance of work life balance, their causes, their consequences for associations and the strategies, frameworks and procedures to decrease the effect of work life irregularity.

Work Life Balance in I.T. Industry – Present Scenario

Data Technology Industry is the sun rising part where the long working hours and work over-burden are ordinary in the IT business. Despite the fact that the greater part of the IT firms have a five-day week, the outstanding task at hand is going up. After the 2001-02 droops, organizations that scaled back did not generally enlist more individuals after business has grown up, which results in they were called to take a shot at ends of the week and 14-hour working days have turned out to be synonymous with an industry. Many feel that they are not sufficiently skilled or that their potential isn't appropriately utilized, particularly in the Information Technology segment couple of new hopefuls may feel it. Different examinations have uncovered that I.T. administrators experience the ill effects of profound sentiments of inadequacy inferable from elements, for example, working amid evenings and not so much utilizing their delicate aptitudes. The skewed work-life balance influences their wellbeing and family life.

Reason of Work Life Imbalance in I.T. Industry

The world has recognized India s competitive advancement in software industry and their services

today. India is a booming country for software clients owing to the quality of its skilled software manpower (NASSCOM, 2010). India has incurred a lot of interest as a source of software and has emerged as a leader in the software industry. Indian firms develop software for more than three fourth Fortune 500 companies and half of the Global 2000 corporations (NASSCOM, 2009). The role of women has been changing substantially over the last decade both inside and outside of their homes. Though women are found in all fields, their participation in the I.T. industry is more. Unlike other sectors, this fast growing business sector is looking for knowledge only. Hence, they do not discriminate the gender. As a result, there is significant number of women employees in this sector. NASSCOM Survey reveals that 38 per cent of the employees are women [7].

At the point when contrasted with the assembling division, I.T. Industry incorporates all information based exercises. The two people are pulled in by this raising division for the rewarding pay. Yet, this activity requires significant commitment at employment condition, mental connection of psyche and great physical wellness. There is additionally a strain to finish the assignment in time because of merciless rivalries. Additionally they need to work for both Indian and outside organizations/ customers/ventures which need distinctive work atmosphere, timings and so forth., which prompts work life unevenness in this part. An endeavor is made in this investigation to look at the work life unevenness of the ladies representatives over the different classifications of business [8].

Long Working Hours

In the present situation work places are changing their job more in the adventure of time bound into target bound so until they have finished their objective of the day they will undoubtedly work [9]. Scarcely any years back it was in fixed request that their working time is 9am - 6pm and ladies representatives won t be permitted to work after 6 yet after the development of IT industry it s began to give the sweet pill that says the day s target is this. They can move while they completed their objectives of the day yet the work target pays its job in delaying multi day time.

Travelling Time

Despite the fact that ladies are solid in their mental demeanor everyone will feel troublesome if their voyaging time increments for there to achieve office 10 . By as a result of the expansion of voyaging time they are going worn out just as they were not ready to invest more energy with their family. The beneath IT administrations are giving great transportation offices by thinking about these realities.

Deterioration of boundaries between work and home

Because of over-burden of work ladies used to convey their attempts to home. It makes a circumstance of less or no boundary between the work and home. This is making an impression as they are continually investing more energy just with their work however not with their own life 11 .

Increased work pressure

Expanded employment obligation and remaining task at hand giving more weight to ladies it confine them to act enthusiasm. These qualities of work life awkwardness for female additionally involved traffic, ecological components like contaminations and commotion and so forth at last it influences the soundness of ladies in the mean of pressure, mental effects and behavioural changes and so on.

Procedures for Improving Work Life Balance

Compensation Salary must merit constant of ladies it gives higher fulfillment in the psyche of ladies. Compensation must consider the market rate .sufficient pay ought to accommodate additional working hours. Free transport and settlement offices goes about as a critical factor.

Strategies for Improving Work Life Balance

Ladies dependably an information searcher so an association must offer a chance to update their aptitudes. Occupation pivot must be there.

1. Strong administration structure
   Ladies dependably favor steady foundation so chief/group pioneer dependably should lead their group with strong inspiration. Vote based set up is concerned.

2. Workplace
   IT in the present time focusing more on their workplace however it must consider the pressure which must be in low dimension. Ladies must be respect by the regard.

3. Approaches identified with life leave game plans
   Leave must be given at the season of their need include maternity leave, care depart and so forth.

4. Family should bolster ladies work life it pays an indispensable job in adjusting. Definitely family support improves work life equalization of ladies.

5. Self administration in women s diet, work out, sound propensities, rest, relationship and their self-improvement, portion of their own work time and expert work time, diversion, and so forth pays a crucial job in adjusting their work life.

Conclusion

If there should arise an occurrence of a lady proficient in IT area it is critical to comprehend the ground reality and strike a harmony among expert and individual life for accomplishing proficient greatness. Without this the ladies proficient in IT division would keep on being aggregated at the lower level and would not have the capacity to scale to the higher class of the activity chain of importance by contending with their male partners.

Work and family are both focal finding a harmony between these two is an issue of significance to ladies in IT industry. Cautious arranging and individual exertion is the guidance from the individuals who have accomplished equalization in both vocation and home life. Each working lady ought to have an arrangement, need and legitimate calendar as productively as could be expected under the circumstances and ought not terrified of diligent

work. It commonly benefits the individual,business and society when women s individual life is offset with her activity. The work life balance methodology yield an assortment of intends to diminish feelings of anxiety and increment work fulfillment in ladies. In our inexorably feverish world, the work life technique tries to discover a harmony among work and play.

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A Study of Labour Class, Below Poverty Line in NCR Region

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ABSTRACT

As we all know that on this planet there are several types of category survive to live their life different people have different aspects of living . people try to manage their professional live as well as their personal life . give equally preference to both and some or the other with having effective skills like education , financial aspects, societies etc they are quite capable to manage their life successfully and smoothly

BUT

What about those people who lies down below poverty line . people don't have enough food to eat they don't have enough money to fulfill their kids demands , they don't have roof on their kids head . with all this they try to manage their life smotthly and adjust each and every things.

Introduction

WORK-LIFE BALANCE means bringing work, whether done on the job or at home, and leisure time into balance to live life to its fullest one person have to give equal time to his life and do balance in all the circumstances wether in professional or personal life in an individual's life work life balance act as a two faces of life . Today, an employee is not looking at their employer just for a job, also to care for their work life balance and their well being. If a company addresses these needs, in addition to providing better career opportunities, they can be very successful in providing job satisfaction to the employees . as we all know that there is a very hig level competition in the market the employer always try to motivate the employee by providing various benefits and helps to employee.

In this study of work life balance I'am focusing on those people who fall below poverty line or I can say that I'am talking about the poverty in delhi ncr region delhi is a place where I find maximum poverty people don't have place to stay ,they don't have food to eat not even they have clothes. Independent reports put this number closer to 8 million. Thirty-two percent of India's urban population lives in one room housing .In delhi people don't have enough money to take home on rent . rent is too costly most of the people live on streets and at night they get sleep there only.

In delhi ncr there are many places where poor people don't get enough water to drink people have to wait for the water to come many time they are not geeting water for 3 to 4 days also so it is very typical to live like this. Due to increase in population there are so many problems . because of increasing in population child labour occur due to poverty a single member in a family do not able to fulfill the needs of the other

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family member. People who all work on wages bases not able to give everything to their family members because of that reason there is a occurrence of child labour woman also working on daily to daily wages

income are less of poor people and expenses are increasing day by day. Illiterate people do not get better job so that they run their life smoothly due to illiteracy people do wages jobs.

Objectives of Study

Objectives of this study of poverty in delhi ncr region to know how the poor people do balance in their life how they maintain their life without having proper basic need to live. How they manage their needs and requirements :

- To work with people and communities experiencing poverty to empower them to address poverty.
- To work with people and analysis their working criteria of living.
- To brief about their needs and basic requirements.
- To see the perception of the poor people.
- To study their positive mental level.
- To know their kids dreams of study and good life.
- To study the role of government.
- To know their incomes sources.

Causes of Poverty

The growing population inflates the problem of poor people, today the education is must for a child whether is a boy or a girl but due to poverty many children have a dream to study but their parents are not affordable to get their child educated . Further. As a result, the poor people are often exploited by the wealthy community. We can find due to improper diet people having different diseases health problems .

Poor agriculture: Farmers are poor and uneducated. They do not know the modern methods of farming. They have no good facilities of irrigation. They do not get seeds and fertilizers in time. Thus, the yield is poor. Agriculture is not profitable today. We face the shortage of food. We have to import it. So, poor agriculture is one of the reason of poverty.

Growing population: Our population is growing rapidly. But our resources are limited. The growth in population creates problems for us. Today, our population is approximate 1.20 billion; by coming time the population will increases by 1.21 billion and so on.as the population increases year by year to remove the problem of poverty We need more quantity of food, huge number of houses, and hospitals too for them. The ratio of all the facilities have to be increase because due to increasing in population ratio

Corruption and black-money: There are corruptions in every stage of life. There is cheating in offices. People have become selfish they are not bothered for the others problems. No one act as a help full person for the others everyone just having an intention for earning money from poor people. Now people act as a typical professional not emotional .

Problem Facing by Poor People

Issues like lack of food and water and unhealthy people are causes and effects of poverty.

Work-life balance can be defined as a study that including proper balance between "work" (one's career and vision) and "life" (one's own health, family and balanced life).

A lot of people are facing difficulty in finifndthe balance in their lives because there are many ups and down which affect both phases of life professional as well as personal life. A poor people have to faces many problems in their life and have to fight with them also to get free from them

Poor work-life balance can lead to some serious matter such as:
* Fatigue: If you are feel tired that reduces your motivation to work and do not able to live happily with your family.
* Health: Long working hours create stress which might have adverse effects on one's immune system. Stress also plays a helpless role in poor people's life.
* No time for Family: if an employee do overtime than there is a problem that he will not able to give time to his family and in relationship there is might be misunderstanding between family members.
* Increased Expectations: Working extra hours might lead to you taking on extra duty and responsibility. This can cause extra stress and challenges that one will have to really work hard. Poor people have to work more as compare to others people because poor people get low level of job performace level is high but income level is low.

Effects of Poverty

* **Illiteracy:** Poverty line people constitutes greater share of illiterate population. Education becomes extremely difficult and costly that poor people cannot able to afford the fees of education and basic necessities of life.
* **Child Labor:** In India, a large number of young boys and girls are engaged in child labour. In the age of playing enjoying their childhood children have to work for bread .they are not geeting education due to poverty .children have to work hard and many children get addicited of durgs smoking n all children have to beg for food clothes . Also read, article on Poverty and Child labour in India.
* **Nutrition and diet:** Poverty is the leading cause of insufficient diet and improper nutrition. The poor people having very limited resources , and its effect can be seen in their diet and having a problem of health.
* **Poor living condition and Housing problems:** The poor people do not get proper living conditions. They have to fight against poverty to secure food, clothes and shelter. A large number of poor families live in very small houses having one room only. many poor people sleep on streets many rickshaw puller sleep on their rickshaw only because they don't have enough space or house to live and stay.
* **Unemployment:** Poor people always move from one place to another for finding a work or in search of employment. Since, they are more illiterate people and un-skilled, there are very few employment chances for them. Due to unemployment, many poor people are forced to live an unfulfilled life and
* **Feminization of poverty:** Women are also faces poverty. Poverty effects greater number of women then men. The total of poor women out numbers the total population of poor men. The causes include low income, gender-inequality, etc.

Remedies

Some remedies to reduce the problem of poor people
* The education system of India should get organized in that a way that all the rich and the poor people should study in the same manner and due to the lack of money, the poor people should not lag behind. Some special schools and colleges should get open for the underprivileged to make sure that they also get taught what all the other categories do get taught.

- A lot of new factories and industries should get open in the country which will create more jobs and hence all the poor people who are well educated, can get to work easily by doing jobs at such factories or any other industries.
- The poor people should get taught about opening various kinds of small level businesses. It is very visible that people from various villages are putting their all efforts to open their small businesses and they are earning quite well from it. For example, if a tailor who has the talent to sew any kind of material, opens a shop and markets about I well in the village and other nearby areas, he will surely get more income than he could ever desire.
- All the upper-grade categories have the benefit of a lot of things in the country. For example, there isn't any electricity issue in most of the big houses; however, if you go to any village, you will find out that a lot of houses don't even have proper electricity to study or prepare for other things. The upper-grade people should try to help the people from lower grade in every way possible so that the country should start getting called a developed instead of a developing country.
- Educating people is the tool to be success for a lot of problems and if we can educate all the poor people about how they can earn money by educating themselves or by learning new skills etc. they will surely be able to earn more money than they have ever earned before.

These were a few key points that should be taken care of by the government to vanish the poverty in India. Poor people try their best to become rich, but they do not get their desired resources due to which they lag behind.

Suggestions

Population control: population controls a vital role in removing poverty because population is the main reason to increases poverty. There are many family who have more than 5 6 member and don't have enough food and poper clothes and unable to fulfill the basic needs of the family

Stability in price level: if the prices of a commodity will increases day by day the poverty also increase due to unbalance between income and expenses of the poor people .

Development of agricultural: mostly poor people are uneducated if there is a increase in agriculture there is a chance to earn money and live for the poor people.

Increase in the productivity of the poor: it should be compulsory to give employment to the poor if poor people are workless they do not have work then how they live and survive if theydo not work effectively and unable to help the family member t the poverty will not reduce.

Fulfillment of minimum needs of the poor: poor people get poor food and water clothes minimum level of education so that they can get low grade scale job because if they not get the basic help then also poverty will not come to an end.

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Conclusion

Thus several government efforts were made since independence like development of industrial sector, Green revolution, LPG reforms, etc and many programs like MGNREGA(Mahatma ghandhi national rural gurantee act), SGSY(swaran jayanti gram swarojgan yojna), NRLM(national rural livelihood mission), Mid Day Meal Scheme, Pradhan Mantri Gram Sadak Yojna, Pradhan Mantri Rojgar Yojna, etc which included financial schemes, employment generation schemes, nutrition providing schemes, etc. But, still issues like health, malnourishment, and lack of basic amenities continue to be a feature in many parts of India due to poverty. More efforts need to be made by making them to get free from poverty and efficient and provide more opportunities of doing job or having other options to do work , proper working condition and better paying scale , etc and make them break down to the poor and vulnerable sections of the society, to get rid of poverty in coming years.

Impact of Work Stress and Stress Management on Work-Life Balance

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ABSTRACT

"In the modern workplace, stress management is one of the most prominent solutions for successfully managing work-life balance". The perspective of stress management to reduce the work stress inthe work-life balance of each and every individual (in different organisations) is becoming significant day-by-day.

With the approach of highlighting the importance of stress management for improving work-life balance by reducing work stress, the paper reflects the basics of work-life balance and work stress with individual introduction to both the concepts. The paper also showcases the impact of work stress on work-life balance along with its reasons and positive and negative stress roles. Representing the importance and impact of stress management in work-life balance, the paper brings light towards stress management as a tool and technique, including the various challenges and stress management techniques along with their importance and explanation. At last, the paper presents a conclusion regarding quality work life, individuals' well-being and organisational development.

KEYWORDS: Work-life balance, Work stress, Stress management, Stress management techniques.

Introduction

"An undeniable truth showcases the fact that the worldwide quest for improving and administrating the work-life balance seems to many like an impossible goal". For numerous of researches and theories working behind, many of them have suggested and stated the real reason behind the imbalance of management between work and life is mainly work stress. The disturbance or disfiguration of work-life balance due to the work stress in the lives of numerous of individuals working as employees, associates, etc. in different companies or organisations may be regarded as the "SUPER STRESSED LIFE".

The generation today implies on working hard and smart with a passionate approach, not just to achieve success but to maintain it for long-time. Furthermore, competition these days have lead people working as employees to handle heavy workloads along with their family and other responsibilities which therefore arises a number of problems combined altogether to impose work stress on them. Certainly, stress not just affects work state(by reducing the level of productivity) of individuals but also arises problems in the physical and mental state of mind by disrupting concentration power, opening a gateway to a number of health-diseases such as depression, lack of sleep or insomnia, risk of heart attack(due to chronic state) and by also harming the relationships of individuals both on professional and personal level.

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Hence forth, with the vision and approach of improving or creating a better work-life balance for individuals, many programmes, objectives, initiatives or techniques have been launched and successfully managed by various organisations (Government and Private both). And, all the objectives, initiatives or training programs work on and with a prominent technique as well as solution which is acknowledged as Stress Management. Specifically, stress management provides accurate tools and worthy techniques with measured results for increasing the prominence of the work-life balance of the individuals resulting in a better productivity and growth of the organisation.

Work-life balance
Work-life balance, for many of us seems to provide a different meaning or prospect of understanding. But in simple terms, it can be explained as the interface or interaction between the work and other aspects of life including family, society, free or leisure time and other areas of life rather than just work. With the view of achieving and striking work-life balance, an individual not only balances professional and personal life, but also administers some important aspects such as emotional intelligence, mental peace, etc. Most noteworthy, it also results in higher proficiency, productivity, in professional life and improves mental stability, better living habits which gradually results in sustainable and efficient life-style.

According to[1], Work-life balance is where the tensions between the work life and personal life is minimised by having a proper policy, system, supportive management and provisions at work place and good relations in personal life.

Work stress –
Stress as the name implies, "is the uncertain reaction tackled or experienced by the individuals due to sudden increase of pressure or other kinds of challenges imposed upon them". With globalisation at its peak, the competitive era (consisting of businesses, different organisations) has levelled up to increase the performance and productivity continuously to maintain and sustain its growth. Hence, to match and fulfil the expectations and requirements provided by the organisation, individuals working as employees face excessive pressure which changes their behaviour, performance and attendance in the working place, all leading down to stress.

The most probable reason for the occurrence of stress is the excessive work pressure or the work overload. The other possible and observed reasons may include problems due to technology, work deadlines, poor structure of jobs, or even a criticising boss. Furthermore, according to[2], work stress is a physical and emotional response. It is a major concept for each employee and each organisation, because work stress psychologically and physically affects the employees and leads to health problems and family conflicts which automatically effects the organisational process.

Work Stress

Reasons For Work Stress
With the view of formulating strategies, plans or different programmes for efficient and effective stress management, it becomes a certainty to properly recognise the various causes or factors which centralises an individual and provides a pathway to manage, control and trigger the inter-mediate methods which indeed controls the factors/reasons effectively. Furthermore, the most common stressors observed or counted according to[3] are as follows:
1) Lack of job securities
2) Company policies
3) Poor communication
4) Relationship conflicts
5) Lack of cooperation
6) Urgent deadlines
7) Long hours
8) Uncomfortable physical conditions
9) Inadequate pay or benefits
10) Company's treatment towards co-workers

Types Of Work Stress
The proper balance between work and life can only be maintained by the proper acknowledgement and understanding of work stress. Moreover, the stress in the workplace can also act as a positive influencer or force to the employees. Hence, following are the two important categorisations of work stress –

1. Positive stress:

As the name suggests, it is that kind of stress generally observed within the organisations which motivates and stimulates the individuals to work with proper dedication and full focus (for short intervals of time), in order to achieve high levels of productivity.

Especially relevant, positive stress induces a positive force in the lives of individuals and provides the energy to accomplish daily challenges at both workplace and home. Usually, this type of stress help people to meet their goals, challenges on daily purposes and to attain growth on both individual and organisational levels.

2. Negative stress:

The most common stress seen these days is negative stress. Negative stress usually starts occurring when the pressure or challenges rises up and the individual becomes incapable to handle them. It adversely affects one's health (mental and physical) and performance.

Negative stress prevents the employees working for an organisation from being productive as people then find it difficult and problematic to concentrate or even to feel confident. Most noteworthy and worrying fact implies that the negative work stress can induce a long term impact on the mental and physical health of the individual. With some experiences shared by people dealing with negative work stress include headaches, poor decision making, low confidence, physical sensations such as sweating, tensed muscles, cold hands and feet, etc.

Therefore, the key then becomes to locate and maintain a balance between both positive and negative stress i.e. to have sufficient amount of stress so as to improve the growth and performance and to also ensure the levels of stress not impacting negatively on the health state and performance of the individual.

Impact of Work Stress on Work Life Balance

In the present scenario of this competitive era, the work stress has taken the world by storm as it is the root cause of all mental and physical changes which lowers down productivity and growth of the various organisations. Moreover, the effect of work stress is mainly categorised into 4 segments which are as follows:

- Mental (which leads to depression, bipolar disorder, anxiety issues, personality changes, etc.)
- Physical (clenched jaw or grinding teeth, shaking, nervousness, cold or sweaty feet and hands, rapid heartbeat, aches, etc.)
- Behavioural (which leads to social withdrawal, anger outbursts, under-eating and over-eating issues, tobacco, alcohol or drug usage, etc.)
- Cognitive (poor judgement, continuous worrying, pessimistic approach, inability to concentrate or focus, changing thoughts, etc.)

According to [4], the effect and impact of work stress on the performance of several may lead to the universal solution of judgement of an inverted U-curve affiliation between the level of stress and performance of various tasks. Till some extent, encouraged stress may lead to an elevation and expansion in the performance of various tasks.

Stress Management

Stress Management– Explanation

With the reference to [4], "Stress management can be explained as the identification and analysis of problems related to stress and the application of variety of therapeutic to alter either the source of stress or the experience of stress". Furthermore, stress management may be understood as a technique, programme or tool to recognise, analyse the proper situation leading to, or in connection with the stress and to reduce and alter the stress(its source and experience) with the accurate procedure or measures. Especially prominent, it is the process of tracking down and recognising the sources of stress (either work stress or stress due to other aspects of life) and then to re-organise your own self, the work and most significantly other aspects of life in order to match up with all of them.

Moreover, a certain difference should always be kept in mind while understanding both stress management and stress reduction as there's a huge difference between both stress management and stress reduction as it particularly involves eliminating the sources of stress for the purpose of reducing stress in the lives of individuals. Stress reduction techniques involves lowering or eliminating the factors or reasons of stress such as by avoiding unworthy issues or worries, motivating and encouraging and appreciating one's self, etc. On

the contrary, stress management techniques involves aiming the identifying and properly analysing stress source for the purpose of managing or tackling it effectively and efficiently. Stress management firstly deals with the proper recognition and allocation of stress factors with the help of observations or different techniques done on a large scale. Therefore, following are the most common stress factors observed by researchers on the basis of stress management which leads to negative stress in the individuals:

• Health issues and concerns
• Personal issues or problems(related to family, friends or other aspects rather than work)
• Work issues(the common stressors for work stress)
• Financial issues
• Work life balance issues(maintaining a balance between work and family)
• Loss or grief(financial or personal)
• Childcare or elderly issues

Thus, the following 7 stress factors are the most common factors which may lead to negative stress (either in professional or personal life) and can provide a pathway to a number of stressful situations which are then observed and experienced by the individuals.

Stress Management– Challenges:
Stress management focuses on altering or managing the stress by identifying its source, but in order to achieve such management, a number of challenges should be tackled with accurate measures of techniques used to handle them. The conditions causing stress or the challenges can be represented under the givenfour major categories which are as follows:

1. Prominent life adjustments –
This contains all the important and severe changes occurring the lives of the individuals which may be pleasant and sound or can be unexpected or unpleasant.

2. Daily routine changes –
The changes based on routinely or daily activities falls under this category, such as fighting down the rush and traffic or accomplishing the goals or deadline of an important work project. One becomes

less customisable with the daily work or precisely routinely activities and overlooks for the cumulative effect of them upon us.

3. Inter-personal relationships –
Inter-personal relationships attain a specific and high importance or priority among others as both professional and personal relationships need or require a fixed and significant amount of efforts to cherish and maintain. The lacking or the gap of communication leads to poor understanding and conflicts which gradually escalates into more frustration and less connection. By also being one of the significant reasons of stress, poor or bad inter-personal relationships can also be caused due to the increased work stress among individuals.

4. Unrealistic self-expectations –
As much as confidence, motivation and positive self-expectations inspire the individuals to acknowledge and identify their goals, self-expectations filled with unrealism can lead the individual to settle up for failure, loss and a decreased or low self-esteem.

Stress Management – Techniques and Strategies:
"For the invention or creation of a new innovation, a change is always required". As the fact implies, change is also required for the purpose of accomplishment of stress management strategies. A number of proper and healthy ways can be taken into consideration for managing and coping up with work stress, for achieving all of them, a change is a necessary requirement. Either a person can change the entire situation he's dealing with, or he can change the reaction he'd respond to. And, according to [3], when deciding which option to choose, it's helpful to think of the following four as: AVOID, ALTER, ADAPT, or ACCEPT. And, since everyone has a unique say or response to stress, there is no "one size fits all" solution to manage it. No single method works for everyone or in every situation, so experiment with different techniques and strategies. Therefore, following are some of the stress management strategies given below:

1. Ignore and avoid worthless stress –
The first and foremost important strategy is to ignore and avoid unworthy or unnecessary stress.With the reference to [3], not all stress can be avoided, and it's not healthy to avoid a situation that needs to be addressed. One may be surprised, however, by the

number of stressors in one's life that one can eliminate.

2. Adapt a healthy lifestyle –

A healthy lifestyle works as an essential factor to resist and reduce the work stress. It helps to maintain and schedule a proper balance between work, family and other aspects of life. According to [3], youcan increase your resistance to stress by strengthening your physical health. Exercise regularly, eat a healthy diet, and avoid alcohol, cigarettes, and drugs. Don't avoid or mask the issue at hand; get enough sleep.

3. Change the situation –

The problem which leads to stress and cannot be avoided or ignored, must be altered or changed. According to [3], if it is not possible to avoid a stressful situation, one should try to alter or rectify it. Figure out what can be done to change things, so the problem does not present itself in the future. Often, this involves changing the way one communicates and operate in daily life.

4. Adapt to the stressor –

Adapting a particular situation may consume time, but it surely results in a better and efficient outcome. The stressful situations which one can't handle and even can't ignore, leads to adapt the stressors. According to [3], if you cannot change the stressor, change yourself. You can adapt to stressful situations and regain your sense of control by changing your expectations and attitude.

5. Accept the stressors you can't change –

With the reference of[3], some sources of stress are unavoidable. You can't prevent or change stressors such as the death of a loved one, a serious illness, or a national recession. In such cases, the best way to cope with stress is to accept things as they are. Acceptance may be difficult, but in the long run, it is easier than railing against a situation you can't change.

6. Make time for yourself –

The reality of life these days is that everybody is busy in blending properly in a successful and worthy life excluding numerous of light and happy moments of life. It may also be considered that it is not the wish, but requirement of every individual to settle up properly. But, according to [3], beyond a take-charge approach and a positive attitude, one can reduce stress in his/her life by nurturing their own self. Moreover, if you regularly make time for yourself by fun and relaxation, you will be in a better place to handle life's stressors. The idea is to not get so caught up in the hustle and bustle of life that you forget to take care of your own needs. Nurturing is a necessity, not luxury.

7. Exercise and meditate –

Just like the prominence of maintaining a proper physical health, one should always keep in mind that the body works properly on the principle of a healthy collaboration of both physical and mental health. Henceforth, every individual must stay not just physically but mentally fit also. Moreover, exercise provides our body a healthy physical and mental status. By preferring exercise as a daily activity, one's mental abilities and status not only refreshes but also improves. Meditation on the other side, has time and again proven to be a reliever of stress and keeper of calm, active and healthy body.

Conclusion –

In the world full of competitive youth, stress becomes one of the most important factors or causes by affecting or disturbing both the professional (work life) and personal life (family, friends and other aspects). Work stress impacts or triggers both work and personal aspects of an individual and creates a dis-balance in all the aspects of life including work (by low productivity and less growth due to stressors) and other aspects such as family (by time management issues, financial issues, less communication, etc.) and with the very own-self (by disturbed mental and physical status leading to a gateway of diseases). With all such disturbances, the work-life balance also gets disturbed, which then leads to a certain gradual change completely affecting the lives of individuals and their work and making all of it more complex.

The only solution that comes out as a reliever and revealer to the question of "how to overcome work stress and reduce its impact" is stress management. It must be taken as a verified fact and truth that, "To maintain the level of productivity and growth of

both the individual and the organisation, work-life balance needs to be well organised and balanced and to maintain the consistency of work-life balance, the requirement and following of stress management techniques should be taken as a necessity". Stress management plays a vital and crucial role in the enhancement of motivation and performance of the individuals working as employees and in also identifying and managing the various sources of stress along with the various stressors. Moreover, stress management techniques deals with stress among the individuals according to the different levels of handling capacity of individuals. Thus, the stress management techniques should be implemented precisely and cautiously according to the handling capacity of the individual as the technique itself may lead to both success and failure depending upon its process of implementation. Henceforth, stress management strategies may induce a productive and positive impact among both employees and the organisation, and may also turn out to produce a negative impact if not managed properly. Therefore, for a quality work-life, individuals' and organisational well-being (without any work stress), the proper acknowledgement of stress management and its techniques among both the organisation and its employees should be guaranteed as a certainty.

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Emotional Intelligence and Work Life Balance

Dr. Minaxi Tomar*

ABSTRACT

Emotional intelligence is a set of standard and skills that encompasses a broad set of skills and individual temperament, usually referred to as basic skills or interpersonal and intra-personal skills. Professional skills. Emotions are an fundamental part of our biological constitution and every morning they enter the office with us and influence our behavior. Emotional intelligence includes five factors: knowing one's sensations, cope-up one's emotions, motivating them, recognizing emotions, and managing relationships. Today's researchers want to study the effects of emotional intelligence on employees and hence organizations, and to analyze the various other facets of EQ.

Introduction

Emotional intelligence improves individual and organizational performance. It plays an important role in the type of work an employee fabricates and the relationships he or she enjoys within the organization.

Work-life balance is a tough task for IT leaders and managers and attracts the observation of researchers. Work-life balance, in the broadest sense, is a highly involved engagement or multiple to a flexible, innovative solution that maximizes productivity without compromising employee well-being, family relationships or other aspects of life Defined as a "fit" between roles. Human life In such a climate, managing the boundaries between home and work has become more difficult.

An organization needs to ensure not only to encourage, but also to enforce, practical and viable work-life balance policies to benefit and meet the needs of both the organization and its employees there is. Organizations that do not provide a real opportunity for the balance of work and life of employees are spurring an increase in dissatisfaction and non-productive employees and thus turnover. It is not enough to simply create a work / life policy framework. It is also very important to foster an organizational culture that supports the use of available policies.

Furthermore, employers and employees need to find. It is a serious attempt to fill the gap by emphasizing the importance and importance of work-life balance and emotional intelligence for leadership, senior management, individuals and organizations, and hope that this study will launch a series of serious and productive discussions on the subject.

Findings and results will benefit organizations in India that are a thriving industry and make a significant contribution to country GDP and world talent.

This concept through light of the effect of emotional intelligence on employee performance and the next goal is to know how to become an Emotional Intelligence organization. Emotional Intelligence (EI) refers to the ability to grasp, control and assess emotions. Some researchers suggest that emotional

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intelligence can be well read and strengthened, while another claim that it is an inherent characteristic. It was concluded that emotional intelligence has a greater impact on employee performance. Second, an emotionally intelligent organization is based on an organizational policy to improve business performance.

"Emotional intelligence is the ability to perceive and understand value and to effectively exercise the power of emotion as a source of human energy, information, trust, creativity and influence."

Emotional intelligence (EI) should somehow influence the three senses of mindset and effectiveness, or intelligence and feeling. Emotional intelligence means understanding, controlling and evaluating emotions. Some researchers say that emotional intelligence can be learned and strengthened, while others assert that it is a perfect feature, many test instruments have been prepared to measure the mental experience, although the content and approach of each test Is different. If a worker has a high emotional sense, he may be able to express his feelings in his healthy ways, and understand his feelings, which increases the working relationships and performance.

Emotional intelligence is not about being soft It's a different way of being smart - it has the skill to use his emotions to help him make his choice in the moment and has a more effective control over himself and his influence on others.

Emotional intelligence allows us to think about our other thoughts and use our emotions to solve difficulties. Emotional intelligence probably matches some of the usual intelligence details.

An emotionally intelligent person is qualified in four areas:
• Identifying emotions
• Using emotions
• Understanding emotions and
• Emotion regulation.

Need for the Study

Emotional intelligence helps employees increase their emotional self-esteem, emotional expression, creativity, increase tolerance, increase confidence and integrity, improve relationships within and across organizations, and thus increase the performance of each employee and organization as a whole. "Emotional intelligence is one of several key features that lead to strategic leaders in organizations." Emotional intelligence plays an important role in the organization and becomes an important criterion for evaluating an efficient employee, increasing productivity and trust within and within the organization.

Objective of the Study

The objectives of the study are as follows
• Explore the determinants of emotional intelligence of employees in the workplace
• Know employee awareness of emotional intelligence

Outcomes

1. **Provisions of Emotional Intelligence of Employees on Workplace**

2. **Relationship Factor**
Relationships are associated with a number of positive outcomes (eg, happiness, less stress) and are actively pursued for the individuals who desire it. Little attention should be paid to finding ways to preserve and communicate social relationships that are so important for business continuity. There are many opportunities to form social relationships with their co-workers who bring team spirit among employees. Mentoring is needed to transfer social relationships and also social relationships are important for defending relationships between an organization and its clients, suppliers, distributors and other relevant groups on which the organization relies on success.

3. **Accessibility Factor** In today's dynamic workforce, change is no longer the exception, that is the rule. Adaptability is the flexibility to adapt to changing situations or to overcome barriers.

Adapters manage to remain flexible and productive when the demands of the work draw them in different directions simultaneously. Employees with high flexibility respond well to unforeseen changes by making appropriate decisions. In fact, many of them thrive on change. Customizable managers are often excellent mentors for new employees, as they can easily accommodate the schedule changes needed to orientate another in a new position. The adaptive employee understands the work and finds creative ways to get the low cost work to the bottom line.

4. Initiative of the Employee The American Heritage Dictionary defines initiative as "the power, ability or instinct to start or to energetically follow a plan or task, enterprise, and determination". Initiative is the readiness to act and seize opportunities. Many employers are looking for initiative as a "must" feature for every position they are trying to staff. In addition, it is critical to demonstrate initiative to be promoted in an organization. Demonstrating initiative was the most powerful work skill tool to bridge the gap between the intelligent, average worker and the super-productive star worker. Starting an employee in a new workplace will quickly assess whether they go beyond their specific responsibilities and initiative to face the challenges.

5. Responsibility Factor
When employees become an integral part of the organization, they develop a sense of responsibility and pride in the success of the overall program. It is not only the responsibility of management, but also co-workers to achieve the purpose of the organization and enable them to participate in hazard identification and problem-solving efforts.

6. Leadership factor
Inspiring leadership leads and motivates with a compelling vision. Good leaders are not born. To inspire workers in higher levels of teamwork, there are certain things one needs to know and do. This does not come naturally, but is gained through continuous work and study. Good leaders are constantly working and studying to improve their leadership skills, they do not rest on their laurels.

7. Optimism
Optimism sees the upward events and it is the tendency to look at the bright side of any situation and expect the best possible outcome from any series of events. People who feel optimistic live their lives and expect positive outcomes and events. Optimism is powerfully motivating and this is one of the cornerstones of success. Optimism is rising among employees working in the creative business. Optimistic employees work harder, longer and with a more innovative spirit. Optimism must be applied through the company's values in the workplace. The focus on the simple principle has sparked the optimism of both employees and consumers, who have made them proud to be part of the organization. Workplace optimism is a culture characteristic that is nurtured by managers and maintained by everyone.

8. Team Building
Team building is an ongoing process that helps a working group to develop into a cohesive unit. The team members not only share expectations for performing group business, but trust and support each other and respect each other's individual differences. The role of team builder is to lead the team to coherence and productivity.

9. Loyalty Factor
Loyal employees are at the heart of successful companies. When employees feel fulfilled in their work, they go above and beyond to help improve the organization. They share expertise, resolve conflicts, suggest improvements, improve morale, help associates, save resources, and more. The main purpose of business procedures is to improve the efficiency and efficiency of companies by improving business processes, thereby increasing the value of the business.

Employees Awareness Towards Emotional Intelligence

Many people are far from their emotions, especially from strong emotions such as anger, sadness, fear, and joy. It teaches you to try to shut your senses, which can be the result of negative childhood experiences. But we can distort our feelings, refuse or lose, and we can not eliminate them. They still exist, even though they are aware of it. Unfortunately, without emotional knowledge, we

can not fully understand their motivation and needs or communicate successfully with others. Employees are asked to give awareness of the feelings at work at different times. The results are listed below.

Conclusion

Emotional emotions are important for employees in the community. This document provides a better understanding of the various reasons for feeling and good emotional management. Emotional improvement is a very important thing for an employee for himself and for his employees.

Organization integration, improving productivity, positive, sustaining the highest talent and encouraging staff to give their best. This study confirms that the intellectual and emotional wellbeing of life promotes community success and creates competitive opportunities for organizations. Understand the abilities and talents of employees and determine the differences employees bring to the workplace and make them important to be part of the organization's success. The work should be done in order for employees to work better, find solutions for the problem, improve workload, group missions, challenges, continuing work, trusting you in between workers.

Emotional feelings will bring about greater flexibility, employee understanding, leadership qualities, organization members, membership management, decision-making, and customer experience. Most of the existing agencies are taking care of employees with special needs so that they can deal with workplace problems and can easily be more effective for the community.

The specialized specialty organization can be done through community guidelines, leadership skills, development programs, personal awareness and personal resources. The researcher from the conclusion concludes that communication is linked to feelings in both aspects of the work and that is the most important thing today. Therefore, to succeed in life Emotional emotion is very important.

Role of HR in Work-Life Balance

Sonam Singh*

ABSTRACT

It is herculean task to maintain between the work life and personal life now-a-days. The indigent work life leads to different stress-related problems and also affects the growth of the organization. There is a deep rooted relation between the work life balance and the performance of the employee. There are many frames which are assisted by employers who contrives flexible work time schedules, child care , events and other activities which enables to trace more unbiased lives. This paper is an effort to find and seek the role of HR which helps the employees to continue with their balanced lives.

Introduction

The expression WORK-LIFE BALANCE was originated in 1986. The procedures and policies being established by any organization with the aim of enabling the employees to do their jobs efficiently and simultaneously enabling them to cope up with their personal problems. The balance between the work and life is the existence of proper functioning of carrying out the work and professional lives with the least conflictions. Therefore, the clashing between the demands of work and non-work things rises the conflicts resulting the scarcity of Work Life Balance.

Work-life balance is a notion which aids the efforts of employees to divide their time and energy between their work life and other aspect of lives. Work life balance is a daily endeavor to manage the time for family, friends, communal involvement, spirituality, personal growth, self-care and other personal activities.

We have a work life as well as home life and it is important to know how to separate both the lives. To step up the ladders of success sometimes it is necessary to work so long hours and have to deal with some of the complex issues. Some of the days on the job are positive and relaxing and some of them are negative and stressful. Research shows that the people who thinks that they have no time for their personal life are generally drained and stressed.

The HR Department of any organization institutes the policies, rules, procedures and actions which enables the employees to pursue more and more balanced life. The avocation for work-life balance reduces the stress & anxiety which basically experienced by the employees when they spend their majority of days on only work activities and also feel as they are ignoring their other important aspect of lives which generally leads to frustration and unhappiness. Work life balance enables the employees to observe as if they are maintaining their work and personal life in a balanced way. Work life balance is more provoking where the employees need to attain personal as well as executive needs. The employers can help employees for experiencing the work life balance by the providing such options as lenient work schedules and other events. In the recent times, the women participation is forwarding in the labor field which is becoming a key element.

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Hurdles to Work-Life Balance

- Paucity of communication of Work-Life Balance schemes.
- Orientation attitudes and complying of employers.
- Negative work environment.
- Rigid culture
- Improper implementation of policies
- Inflexible work schedules

In most of the developing countries there is a unit of men who works outside the house. The old customs & usages always facilitated a clear cut demarcation in the responsibilities between the old and young in decision making. The term work life balance is somewhere considered as the blended thing of work-family conflicts. Basically the term work-life balance defines the relationship between time and space of work and non-work in societies. With the dynamic conditions of statistics working shifts in the work place the Work-life balance has become the burning issue for the employees as well as for employers. Due to increasing demand for work-life balance it's intensely provoking the organization to implement policies which helps an employee to equalize the work and non-work performance.

Work-life balance practices not only comforts a firm but the employees, the team and divisions where the Work Life Balance blueprints are administered. These benefits include increased self-esteem, productivity and employee and customer engagement.

Goals - Human resource management

Human resource management basically depends upon the policies and actions and systems that confluents staff's behavior, attitude as well as performance. Human resource management is a process which include some works which attracts, develops, motivates and retains human resources. Therefore Human resource management aims in achieving the wanted results of the joint efforts of the personnel.

- Supply of staff at low cost;
- Foster and develop the flairs and skills of people;
- Maintaining of capable personnel good and create of relations between them;

- Providing the material and spiritual needs of staff fulfillment that to be created necessary balance between their personal objectives of the organization.

Therefore, the first step of Human Resource Management introduces to staff's attraction and the second stage refers to achievement of skills, updating, and promotion of staff by education. So in the organizations, the development of human resource by education as indivisible procedure which creates the ability, capacity and talent, increase knowledge, change slants and ultimately influence on behavior and performance; it plays an important role in the development of the organization.

Staff Training and Development

The objective of administrative staff training is to increase their proficiency and potentiality in performing the duties and the act of setting some of their potential. To inflate the ability of administrative staff, different training methods are used that the most common methods are as follows:

1. Job training,
2. Acquisition of knowledge in a similar situation before you begin,
3. Introduction to Organization.

Primary Education Before Work

The goal of the primary education before work is to introduce with the new working friendly environment. It has been observed that the main thing of each and every employee in the workplace, is dealing with a head or workers, companions. Studies have revealed this subject increases the sense of fidelity and belongings to the organization for new ones.

a) Meeting of new people with a yesterday of the organization, policies, administrative regulations and discipline, working hours of domestic and facilities that employees are allowed to use them;
b) Launching new people to his direct supervisor and other colleagues;
c) Understanding the different parts of the organization.

- Today's Employees – especially younger people – expect to be able to strike a reasonable balance between the needs of their personal lives and

professional commitment. They believes in working hard, but they also understands that exploring the time in their health, hobbies, friends and family is important to leading a fulfilled and productive life.

Growing Human Resource Departments are clasps the shift in the workplace as a positive swing – and looking at the ways that they can use work-life balance as a means to attract and retain the talent. They understand that work-life balance isn't just good for the employee – it is also good for trade because it can lead to the lower costs and enhancement of productivity.

The indirect cost of a shattered workforce include absenteeism, well-being costs, reduced company team-spirit, poor employee retention, lower productivity and failures in quality of employees' work. The costs of regularity of recruiting and training new employees to replace those who burn out or leave can be considerable. By contrast, where the workforce works sensible hours, the people are often more creative, motivated, productive and engaged.

HR plays an important role to play here – by means of helping to facilitate a culture that focuses in performance and quality of output rather than the number of hours that people spend at their desks.
Here are some ways HR can support these changes in work culture:

1. Be there for employees
With the mobiles in every employee's hands, many people fail to loosen up from work, even over the weekends or when they are on leave. Be aware of employees who never shut off and who don't demarcate a clear line between home and work.

Watch for caution signs like frequent absenteeism or slipping output and work quality – these might specify that an employee is working too hard rather than negligence. Also ask managers to watch out for signs of burn-out among the members of their teams. If necessary, make a strategy that employees don't need to revert the emails or their mobile phones outside work hours, unless it's an emergency. Employee-assistance programmes or external resources can be considered to help employees who

struggle to say no to pushy co-workers or who encounter to manage their time.

2. Introduce workplace pliability
Flexibility of timing hours don't suit every job or every organization, but the knowledgeable workers increasingly expect some latitude around where and when they work. Though the conventional managers fear that people will be unfruitful when they work from home some of the time, or have some freedom in choosing the working hours.

In putting the right laws & policies, technologies, processes and performance of management structures in place. There are reasonable cloud-based automations & solutions that can assist. Collaboration software (that can track task progress), videoconferencing, and human resources apps can accredit employees and give business peace of mind in terms of result. Human Resources and the managers will need to make an effort to measure the output regularly to ensure that no one is falling behind.

Where it isn't possible for people to work flexible hours, companies can support employees in other ways. For example, many companies provides employees on the spot gyms or childcare facilities, or arrange laundry collection for people who cannot get away from the office.

3. Set the example
The chief example is one of the best successful ways for Human Resources to create a friendly culture that promotes an output-oriented culture and supports the principles of a healthy work-life balance. HR can encourage the managers and businessmen to set forth an example, by taking regular breaks, by completing their works and by taking their divided holiday breaks. HR can also offer the work-life balance seminars and encourages the community upliftment or generous activities to encourage a sense of accomplishment that is not work related.

• Whether anyone is a small business owner or an HR professional at a large organization, he/she will understand that it takes hard work and sacrifice to turn a dream business idea into a way of life. It is important to support the employees who are joining

your enterprise on this journey and to help them lead balanced and healthy lives.

Importance of the Study

The pressure of the work have been boosting in the recent decades. Factors such as the advances in information technology and information load, the need for frequency of response, the importance joint with the quality of client service and its application for persistent availability and the tread of change with its resultant adjustments all demand our time and can be sources of pressure.

Due to this dynamic nature of the psychological contract at work; fermency in organizations has made it less viable to offer secure the progressive careers and therefore to rationalize why workers should be committed. The conflict between the demands of work and the decline of work as a central life interest outcome in an imbalance between work and the rest of life. We need to learn more in particular about the conclusion of imbalance on family and community and on changing values among younger workers. For Achieving a healthy work-life balance requires the management of professional and personal things in suitable manners that keeps our energy in flow, our minds and bodies and our whole selves happy and content. It means giving due importance to all of the things that enriches and fulfills us including work and career, health and fitness, family and relationships, spirituality, community service, hobbies and passions, intellectual stimulation, rest and recreation.

Work life balance is growing important due to increasing burden of work. In today's busy world, prima-facie thing between the work and the personal life can be a great challenge. But studies have shown that a poor work-life balance can result in to unhealthy levels of stress, unhappiness, reduced productivity, frustration, mental and physical illness, anxiety, disorders and depressions. Work Life Balance has emerged as a strategic issue for Human Resources Management and a key element for organizations employee belongings.. HRM deptt. needs to be aware of the changing needs of the employees in order to increase their morale, satisfaction, commitment and reducing the stress at work.

Recommendations / Suggestions

WLB programs can help organizations retain valuable workers they have recruited and trained by reducing the conflicts. The HRM Deptt. needs to formulate WLB policies and strategies so as to assist the employees to balance their professional as well as personal life. Some suggestive policies and strategies are as under: Flexible working hours Proper and direct communication of employees with HRM deptt. Effective implementation of WLB strategies Better organization culture Commitment of employers Supportive work-life/family environment Job satisfaction to employees Evaluation of work-life balance on a regular basis Training and education to the employees Employee assistance programmes HRM, as an important part in strategy implementation, should play a key role in building a supportive work-family/life culture. Top management support can give employees the sense of security. HRM should offer training to accept the change in the workforce and the new job arrangement. Also they may provide supportive means for working mothers and fathers to balance their work-life commitments.

Conclusion

Work life balance has become an integral part and parcel of many employees life. In today's global competition most of the organizations are trying to help employees achieve it so that their productivity and proficiency can be further increased. If the organization can help employees achieve a balance between their professional and personal lives then employees will willingly bestow more towards the organization and moreover sustainability of such employees in organization is largely based on. The process of achieving a healthy work-life balance is like becoming a professional athlete. It takes a collaborative effort to get in shape and a continued effort. But those who commit themselves to this pursuit reap enormous health and quality-of-life benefits. A better work-life balance could be achieved by the employees in the following manner:

- Consideration of employer's policies. Communicating with employers about the family issues in order to get support at work. Use technology for the advantage. Telecommute few times in a week & Securing private time.

Work Life Balance Study Based in India: An Analysis of India with its Peer Countries

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ABSTRACT

The most underrated challenge which stands tall towards any human resource manager is work life balance. At the time of globalization when whole world is becoming a single market every HR manager is searching solutions for improving efficiency of employees, their motivation and at last they need to take care that the best man should not leave them. All these activities have to well maintained by current market trends. This paper aims to through light on data which will analyses work life balance study based in India. This paper will compare India's work life balance with peer countries of India (U.K., Australia, France, US, Japan, Greece, Switzerland, Singapore, China &Mexico)Study will also try to understand the role of globalization, personal life and ageing workforce on work life balance. This paper will be helpful for HR Manager or executives for devising strategies and capitalize the above said factors for creating competitive advantage

Work Life Balance

Workplace has become more challenging these days, in order to be a profit churning organization. This impacts workforce because of conflicting responsibilities sharing and commitments. Work life balance is very old term and is coined in 1986. It means that demand or expectations of a person job or personal life should be at equilibrium. It is surprise to see that program for maintain work life balance were existed from 1930s. Many organizations have also worked on these phenomena. W.K. Kellogg has interestingly designed four six hour shifts in a week against then popular three daily eight hour although both resulted in 24 hours but this new shift program resulted in increased efficiency and high employee morale.

Work and family in United States: A book by Rosabeth Moss Kanter

(Kanter, R. M., 1977) made a critical review of work and life balance shifted research organization interest towards work life balance. In an era of 1980s and 1990s companies worked for women with children & designed program for them. Today's scenario is a changed one now it is not gender based. Work life balance is a concept wherein an employee balances their personal and professional life. It involves time management at large. Employee has to manage his time according to priorities set.The have to devote time to vacations planned for family, to his health and family adjacent to his career, business visits etc. This concept is of vital importance of Human Resource Managers since it motivates employees and enhance their loyalty towards the company.

Case 1: Samriddhi works for Accenture. She has to devote over an hour in travelling to her workplace and this time schedule increases if she met with Traffic jams which is usual in NCR. She usually reaches her home at 8:30 PM. After reaching her home she has to cook dinner, look after kids, needs to see their homework status and their study schedule. then she needs to take care of the sleep of her children, get their bed office. Then she has to She has

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to plan for next day morning schedule and in morning she has to cook breakfast and lunch for family and get their lunch boxes packed up and send her kids to their school and her husband to his office. Case 2: Ravi works for IT industry based out in Delhi, he is in initial phase of career where learning holds the key for development. He commutes by local train where he has to travel for more than hour in overcrowded local train. On an average he spends 14 hours each day for his job and commuting together. According to a study based Arcadis' Sustainable Cities Index of 2016, all the major Indian metros have less than 20% people index. To explain this fact, it shows that work life balance, in accordance with other factors like as gender equality, affordability, health, income equality, education and reduction in crime, are in need of a do over.

These two cases are common and popular among human resources of NCR region, this shows that how much work life balance is important in succeeding in career. In few cases where an individual gets biased towards devoting more time to job rather than family ruins their relationships, physical wellbeing, their mental status and finally it affects focus and efficiency at work. Biasness towards allocation of more time towards work in order to create more efficiency will not work. People who are not happy in their life may have alternate effect on their work life. They can suffer of absenteeism on work, they can be under stress which leads to lower productivity and to worse the situation it can also increase high attrition rate. This was on the side of employee, employers will go through no better they will also face high employee turnover and efficiency of their workers will also be decreased. Let's study factors which leads towards low quality work life balance. What are the probable solutions to be adopted to improve this work life balance?

Gender Roles

Women, in our country, are faced with a more difficult work-life balancing act as compared to men. A study published in the Indian Journal of Psychological Medicine, there are two factors that trouble working women, especially ones with kids and aging family members, Family-Work (FWC)

and Work-Family (WFC) conflicts. According to the study, done on urban women employees with a mean age of 38.7 years, with none to two children, both the factors are highly affected by their circumstances. FWC, which is a measure of how work negatively impacts ones' family, and WFC, which is a measure of how badly home affects ones' work, were measured and statistically analysed for 90 participants. Both the factors showed means reflecting a troubling pattern of a negative spill over. Subjects, with children, had a significantly bad influence coming from their complimentary sphere of life. Family expectations, household demands, uncompromising company policies, unsupportive supervisors and the inflexible work schedules add to the grief of working women.

What you see is more women leaving the work force after unsuccessfully juggling two demanding roles – Superwoman and Mama Bear! Unfortunate, as it is, in the last decade, the Indian female labour participation has gone down to 27% from the 37%, the decade before, based on data from the International Labour Organization.

Maybe a move in the positive direction would be to make it possible for women, especially mothers, not to be pushed to a corner, making a Sophie's choice between their family and the work that supports them financially. It is not hard to conjure up some measures to help them out. Besides a cultural overhaul where husbands, and the society at large, realize their roles in sharing responsibilities, companies too can do their yearly good deeds by initiating certain policies, which will come later in this article.

Work Policies

A solid work life balance means having a meaningful participation in all the aspects of a wholesome life – family, work, friends and yourself. According to a study on millennials everywhere, the Manpower group has gathered data showing the number of hours worked by country. The report says Indian millennials put in the longest number of working hours per week. 52 hours to be exact. Compare that to China's 48, USA's 45 and UK's 41 hours.

Chart 1. Hours Worked Per Week by different Countries

With an average of over 10 hrs at work and sometimes a six-day work week, there can be very little time left to stop and relax. Fierce competition, and the fear of losing your job, can make the chance, at having home and job satisfaction, thinner than your desired waistline. Add to this the grim situation of a boss from hell, with managerial qualities learned from a guy named Lucifer, with two horns.

It isn't uncommon to hear employees speaking fondly of their untaken leaves, with a forlorn look of vacations never taken and trips never had.

Life in a Traffic Stop

Indian metros have a well-known traffic notoriety. Making your way through the teeming number of cars can make even NASA's New Horizon's 26-year trip to Pluto seem short! A large number (about 49%) of surveyed people, probed by the Ford Motor Company in various countries, spend over 12 hours a week behind the wheel. What can make the experience extra edgy is the rather unpredictable driving habits of people you share the roads with. The already heavy 52-hour week with the additional 12 hours of slow-motion commute can make the time spent at home short enough to make your family members feel like mere acquaintances.

But is there no hope? Well, for starters, companies can come up with certain policies to aid the wellbeing of their staff. At the cost of appearing like Santa, all they need to do is instate these measures, Christmas or no Christmas.

- Flexitime: It gives you the ability to choose your own alarm o'clock. That way women, and men, can choose to divide their work hours to not have them be in conflict with their children's demands. As long as the prescribed number of hours are clocked in, you can choose your own start and finish lines.
- Child Care: Takes the pain away from having to leave kids behind. Some of the big corporations, in India, have already adopted serving their staff with facilities to help them house their kids within, or near, the company premises.
- Maternity leave: Under the Maternity Benefit (Amendment) Act of 2016, the maternity leave has been raised from 12 to 26 weeks. For women, with more than two children, the leave is compressed to 12. This is a great move towards making it possible for women to not leave their careers behind, upon the arrival of a new born.
- Paternity leave: India is among the world's top five countries offering days off for new dads. And more than 75% of Indian based companies have adopted this goodwill gesture, according to data from Mercer.
- Telecommunicating: In other words, work from home. Many companies are now open to the idea of letting their employees work from home. This aids, not only parents with kids at home,

but also ones with sick or aging family members. Not to mention, a day without the arduous commute, is just another day in paradise.

- Time Management: This one is as much as a management responsibility as it is yours. Try to prioritize your tasks to get organized about your assignments. That way the likelihood of a conflict, with you having to do it in your leisure time, reduces.
- Compressed Work Weeks: This is what may be likened to the action of pulling a band aid in one go. Getting the unpleasant out of the way in one quick compressed fashion. Not that all work is necessarily unpleasant, but nevertheless it leaves individuals with a nice chunk of time for family and self. Let's say instead of 10-hour schedules for 5 days, the work week becomes that of 12 hours daily, for 4 days. It comes to roughly the same number of hours a week, but you are left with a three-day weekend instead. And then, when has a 10-hour day stopped you from working beyond the end of the 10th hour?
- Job Sharing: A very milkebojhuthana type format where multiple people are trained to fill one full time job. That way each team is equipped to handle a job, leaving room for workload sharing, if needed.

Conclusion

The fight between your professional and personal lives, is an eternal one. Some manage to chalk out a plan, while others get some help from their companies, and the policies that their country has to offer. India has been working towards making things easier for the working population, and hopefully there will come a time, soon, when there will no longer be the need for excessively long working hours, women having to leave their career dreams for their families and people spending a lifetime at traffic lights, on their way to work.

The balance of work and family needn't be a sour subject. One exists because of the other and neither should be responsible for tearing you into two. Find your happy medium and let there be harmony for the most part. It is important for individuals, and the society as a whole, to recognize the value of keeping the two separate and individually content. Habits, policies and even social outlooks can bring about the

positive change that so many employees are yearning for. Those are the aspects to focus and work on. And as for the ones stuck in traffic and unable to crawl ahead, may you get a chance to say hello to the 5th gear. Go Green!

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A Study of Work-Life Balance of Working Women in Teaching Profession at Ghaziabad

Himani Rani*
Dr Ashutosh Agarwal**

Introduction

- The division of one's time and focus between working and family or leisure activities.
- Work–life balance is the balance that an individual needs between time allocated for work and other aspects of life.
- Due to recent technological changes and advances that have made work and work objectives possible to be completed on a 24-hour cycle.
- The use of Smartphone's, email, video-chat, and other technological innovations has made it possible to work without having a typical "9 to 5 work day".

Need for Work Life Balance

- To maintain your mental health
- To ensure your physical health and wellbeing
- It increases productivity and efficiency of employers & employees
- Become a more rounded and interesting individual.
- You only get one life, so live it to the fullest
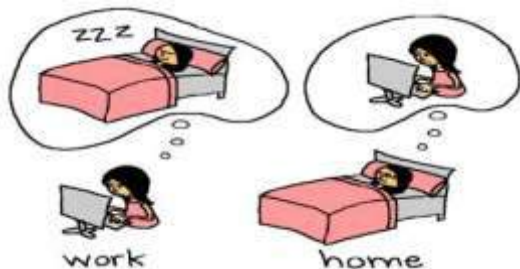
Challenge Areas for Work-Life Balance

- Unrealistic demands
- Lack of control
- Unsupportive relationships
- Lack of resources
- Unhelpful attitude
- No skills
- High-stress levels

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Causes of Work–Life Imbalance

There are three moderators that are correlated with work–life imbalance:

- Gender,
- Time spent at work, and
- Family Characteristics.

How to achieve work-Life Balance

- Flexi -time, reduced working hours & other facilities at working place.
- Efficient time management at college/home
- Help full supervisors & efficient subordinates
- Help and cooperation from spouse & family members
- Prioritise your time
- Do what you love
- Have set work hours – and stick to them
- Make your workspace work for you
- Manage your mind & Take a break

Influence of Teacher Emotional Intelligence on Student's Emotional Behavior

Dr. Sangeeta Solanki*

ABSTRACT

This paper is an attempt to highlight the role of emotional intelligence of teachers to modify emotional behavior of the students, causes of emotional instability among students and the strategies that can be adopted by a teacher to train and modify the emotions of the students in the classroom. It is common to note that there are several situations which make the students unhappy rather than happy at college premises because they experience too many unpleasant emotions like anger, fear and jealousy than positive emotions of affection, joy and pleasure. Here it may be stressed that it is the experience of positive emotions that helps the students to develop a positive outlook in life. However, it is true that the life is not always pleasant positive emotions; the students must learn to accept unpleasant situations too. He must learn to adjust himself to such situations, events, ideas and persons that cause annoyance. But as far as possible it should be the responsibility of the teachers too, to create more and more situations in which pleasant experiences predominate and helps to maintain student's emotional stability. That's why it is well said that Emotional Intelligence among teachers is extremely important. It prevents stress and helps them deal with complicated situations in the classroom without affecting the students. It is the facts that the teachers who instead of saying "I'm always there if you need any help", scold their students, have lack of empathy, which punish them, who even aggressively confront with their students have lack of emotional intelligence. The present paper is an attempt to mention the causes responsible for student's emotional instability and the strategies that can be adopted by the teachers to train the emotions of the students in order to remove their stress and anxiety as well as modifying their behavior in desirable direction.

Keywords: Teacher's Emotional intelligence (TEI), Student's Emotional Stability, strategies.

Introduction

Emotional Intelligence plays an important role in the behavior of human beings to lead a well balanced life in the society. Several studies have proved that, there is direct impact on the teacher's behavior working in an educational institution and it is very important for the success of their profession. Teachers are considered as the main pillars in the educational system. They are the moderators through which the knowledge can be transferred to the students, who represent the foundation of the society. Teachers are the effective source of knowledge if they posess some essential skills, knowledge and talents. In the recent years, the concept of the emotional intelligence among teachers has been taken attention in the educational institutions due to its growing importance. In fact, emotional intelligence is a type of social intelligence that includes to control his/her own and others emotions; make a choice between them and the ability of using these emotions to set his/her life. Therefore this skill is required to make the teachers performance effective. This skill can

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make the teachers not only able to deal with their students but with their colleagues as well.

Theoretical Concept of Emotional Intelligence

Different Psychologists have Different opinions regarding human I, but most of them consider it as an aggregate of different types of mental abilities. From this point of view, more mental abilities an individual possess, the more successful that person be in any field. However, it is not the fact always. There are some fields in which people with lower intelligence gain more success than those having higher intelligence. American Psychologist Thorndike has paid special attention to this fact. On the basis of his study, he divided man,s intelligence into three classes: motor or mechanical Intelligence, abstract intelligence and social intelligence. Further In 1990, Prof.John Mayer and Dr.Peter Salve, Both from America, discussed emotional intelligence. According to them, Emotional intelligence is that ability of man by which he succeeds to understand his own and others feelings and emotions. After them, Daniel Goleman explained it in his book Emotional Intelligence (1905) in detail. At present, Goleman is considered to be the proponent of emotional intelligence. According to him, "Emotional intelligence is the capacity for recognizing our own feelings and those of others, for motivating ourselves, and for managing emotions well ourselves and in our relationship." After Goleman, the psychologist like Cooper and Swarf and some others also studied emotional intelligence in detail, and tried to define it in their own ways. According to Cooper and Scarf "Emotional intelligence is the personal ability to perceive, understand, and apply the power of knowing the mood as the groung of forces and data to built-up association to influence people.

Teacher's Emotional Intelligence: A Need to understand Student's Emotions

Every day teacher faces many stressful situations at their school environment. With their Emotional intelligence only, she can create such situations in the classroom which not only have positive impact on students learning and wellbeing but also help them to deal with the new challenges that come up with problematic group of students, crowded classrooms, or a lack of motivation among students. We are living in the society where value education and dealing with students in an understandable manner are very important. Teachers have more influence on their students more than we think. But yes, being a teacher is not as easy as it seems to be so. Overcrowded classrooms, too much syllabus and anxiety define teacher's day to day life. However, we can never forget that when we were the students many years ago. We had our own problems and we used to say "no-one understands me". How great would it have been if instead of getting arrogant looks from the teacher, we would have gotten a talk at the end of the classes that would have shown us that we are special and that they support us?. According to Salovey, there are five basic skills that can improve the emotional intelligence of teachers. They are:

Self-Knowledge: Knowing one's own emotions, thought and actions

Emotional control: It allows a teacher to dominate the impulsiveness that may arise in any stressfull classroom situation.

Ability to motivate: It helps a teacher to understand how to motivate her, which then allows her to motivate her students.

Empathy: Empathy helps teacher to communicate with the students and understand them. For e.g a child who does not open his book in the middle of their parents' divorce and they hardly pay any attention to them.

Social and leadership skills: these skills make it possible for a teacher to interact in an effective way with the students without loosing authority.

Causes That Disturbs Student's Emotional Stability

According to E.B.Hurlock, there are five causes that disturb emotional stability of the students.

- Fatique: Tired Children/Adults are difficult to handle. Therefore efforts may be made not to cauase undue fatigue to them

- Association with Emotional people: Children Imitate the behavior of their elders-Parents, Teachers, Peer group, and other adults. Suitable examples of emotional stability should be presented by the elders.
- Thwarted (Dissatisfied) Desires: The more restrictions are imposed, more revolting the child becomes. So suitable Disciplinary mechanism should be adopted and evolved.
- Unpreparedness: A child shows emotional outburst when he is faced with a strange situation or for which he is not prepared. Proper training to face such situations is required to be given gradually.

Other Causes:-

- Lack of emotional security
- Economic disparities
- Faculty methods of teaching
- Fear atmosphere in the institute
- Emotionally unbalanced Faculty
- Traditional concept of discipline
- Poor physical and infrastructural conditions in institutes
- Disregard to individual differences
- Lack of Co-curricular activities.
- Examination System
- Curriculum

Training and Modifying Student's Emotions by Adopting Certain Strategies.

Redirection: Emotion waves can be re- channeled for the benefit of the student and for the whole society to which he belongs to. Let uus take an example of ANGER- a furious emotion. It exists in its wild form in every organism. We have simply to tame and redirect it to broad and beneficial channels for the benefit of the person and the society.

Sublimation: Sublimation is also a sort of redirection but with this difference that in former case it is so much elevated that it changes its form. It takes up much nobler and higher form. For example Anger turns to be Enthusiasm and Fear takes the form of anxiety etc.

Catharsis: Intensity of emotions is dangerous for health especially when they do not find expression.

Even their expression in original form is very costly for the mind and the body. Therefore, catharsis of pent up emotions is necessary. So Play and extracurricular activities are very useful devices for this purpose.

Inhibition: Suppressing our desires for short/long time. It can be done only with a strong will power. Remember, inhibition should be temporary a teacher should give some other outlet to the pent-up emotions.

Mental occupation: Empty Mind is a devil's workshop so if a child is busy in some other mental or physical activity other stimuli cannot disturb his emotions.

Positive Suggestions: A teacher should develop positive sentiments in pupils. Negative suggestions should be avoided.

Affectionate environment: For healthy emotional development students should be given a feeling of belongingness and security by sympathetic behavior and affectionate attitude.

Example is better than Precept: The teacher should reflect maturity in her expression through her emotional intelligence. Whatever form of behavior is expected from the students, the teacher should adopt the same in her own dealings.

Significance of Emotional Intelligence for Teachers for any Organisation

The researches have revealed that it is very essential for an individual to be emotionally healthy in order to perform all type of activities successfully and perfectly. In the report of National Centre for clinical Infant Program, it has been clearly mentioned that the chief element for the success of school students is emotional intelligence of the teachers and staff. It is a unanimious opinion of the psychologists that Emotionanl intelligence(EI) is more important than Intelligence Quotient(IQ) for a teacher under the following points.

1. Emotionally intelligent play an important role in fformation of emotional maturity with age, pressures in life at competitive level and

resolution of other important problems of the circumstances and formation of ability to self-adjustment.

2. R.J.Sten has rightly said, "This world can not be understood by I.Q alone; it also requires Emotional Intelligence also."

3. EI impacts leadership ability too. As a leader, an individual has to perceive his team members' behavior, attitude,tension and pressure etc., andf to motivate them for realization of team goals; to listen to them and to utilize their abilities in order to keep them eternally mobile. All these abilities are parts of emotional intelligence. It is said that I.Q is the brain of a leader and EI his heart.

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Book Review : Larry Bossidy & Ram Charan with Charles Burck,Execution- The Discipline of Getting Things Done

Priyanka Sadhna*

Larry Bossidy & Ram Charan with Charles Burck, Execution- The Discipline of Getting Things Done, Random House Business Books, UK, 2011, 20, ISBN: 9781847940681.

Mr. Larry Bossidy is the retired chairman and CEO of Honeywell International, Inc. He has also worked as a chairman and CEO of AlliedSignal. During his tenure, the company achieved intensified growth in terms of earnings and cash flows. He served in a number of leading positions with GE, including CEO- General Electric Credit Corporation, Executive Vice President and Presiden- GE's Services and Materials Sector, and Vice Chairman and Executive Officer- General Electric Company. He did his B.A in Economics from Colgate University in 1957. He serves as a member and advisor to renowned organizations.

Dr. Ram Charan is a world-renowned business advisor to CEOs and senior executives, an author, and a speaker with more than 35 years of experience in corporate. He did MBA and attained doctorate degrees from Harvard Business School and has taught both at Harvard and Northwestern. He is appreciated for his thought-provoking articles in business publications, Harvard Business Reviews and Fortune Magazine. His practical and relevant solutions have helped business leaders of eminent organizations to navigate effectively through complex problems. His energetic and interactive teaching style has won him several awards too.

Mr. Charles Burck is a writer and editor, who has worked with Dr. Ram Charan on several books. He was also the editor of Fortune Magazine.

The book highlights the quality of execution to deliver robust results. It has provided a comprehensive framework to look at execution in a uniform way. The objective of the book is to provide readers with the real-time solutions to understand the major role of a leader in the organization as right people at the right job work as the building blocks of the organization. The discipline of execution lies in understanding the linkage between people, strategy, and operations, which are undoubtedly the three core processes of any business entity.

The book comprises 9 chapters under three parts viz. Why Execution is Needed, The Building Blocks of Execution and Three Core Processes of Execution. The first part sets the lucid explanation of the book and outlines the main objective and importance of execution in today's intricate business scenario. Part 1 serves as a prelude and highlights the role of execution in making strategies successful. It also sheds light on the role of a leader to practice execution in all the levels of management. Various examples from the corporate arena such as Jack Welch's style of management and reality-based execution approach to change by GE are well explained to understand the missing link between aspirations and results. Chapter 1 builds the firm conviction about the 'ability to execute' as the key attribute of leadership. Chapter 2 drills down to the execution gap, while mentioning various examples of renowned organizations. This chapter illustrates three companies, out of which one clearly regained its success after practicing the discipline of execution, thereby leading to organization culture transformation. The detailed examples clearly elaborate the troubleshooting areas, which can be

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minimized rather deleted by focusing on 'how' of getting things done.

Part 2 gives the details of three building blocks of Execution. The seven essential behaviors of an effective leader are explained in a comprehensive way. The chapters explain the route to energy creation and great coaching exercise by leaders. With the help of relevant examples, the authors focus on developing a realistic way by asking relevant questions to oneself. Setting up goals and priority list, follow through, rewarding the doers, effective coaching and self-awareness are well explained to create an image of a true business leader who is adept at setting the right behavior of the of the organization. The chapters also mention the relevance of hiring and retaining the right people, as eventually they are the ones who are executing the business models.

The chapters of Part 3 highlight the people, strategy, and operation process of Execution. The chapters focus on developing the forward-looking perspective to reach the desired goals. The importance of people process is well illustrated with examples while dealing with performers and non performers. Various instances are shared to develop insights on the strategic formation and its review by taking into consideration the emergence of new competitors. Effective operating plans dealing with trade-off and contingencies are discussed with relevant situations, where the inevitable need of having a robust dialogue with people is stated. One fascinating element is that the steps rectified by the renowned companies are mentioned adequately to emphasize the three core processes of Execution. The benefits of the change in decisions are explained well as an opportunity to know the new theory of leadership. The instances depict the intensity of various ways of tackling the problems in an organization by working on the execution part.

The situations cited in the book provide an amalgam of academics learning and real-time situations in the competitive corporate environment. The suggestions and guidelines are eye-openers to the people who are leading the organizations with traditional policies. The text is packed with adequate numbers of examples for having a crystal clear view for facing challenges on daily basis with the right set of people, strategy, and operation. It is highly recommended to management students, practitioners, faculty, and leaders who wish to explore the prerequisites of a successful organization and its facets. The book provides a great reminder that winning companies are not built through brilliant strategies but win because of a clear focus on the implementation of those strategies. It is a must read to all senior business leaders and to anyone who has ever been accused of micro-managing. The book is exaggerated with too many stories and examples and was at times extremely oratory. Compared to many other leadership books, it did not focus much on statistics beyond personal-experience stories. However, Execution book breaks the tradition of many business books as this book focuses on the way in people do work rather than what they do at work.

GUIDELINES FOR AUTHORS

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4. Two good prints of the article, in A-4 size stationary are required to be submitted. Material should be formatted in Times New-Roman, font size 12, font style normal. The main headings should be in upper case with font size 14 and sub headings should be formatted in l/u case with font size 13. The manuscript should be clearly typed in double space with 1 and 1/2" wide margin on the left and 1/2" on the right. The authors may note that the hard copy will be considered final and authentic.

   Additionally, the material should be sent either as an e-mail attachment or on a CD formatted in Word for Windows.
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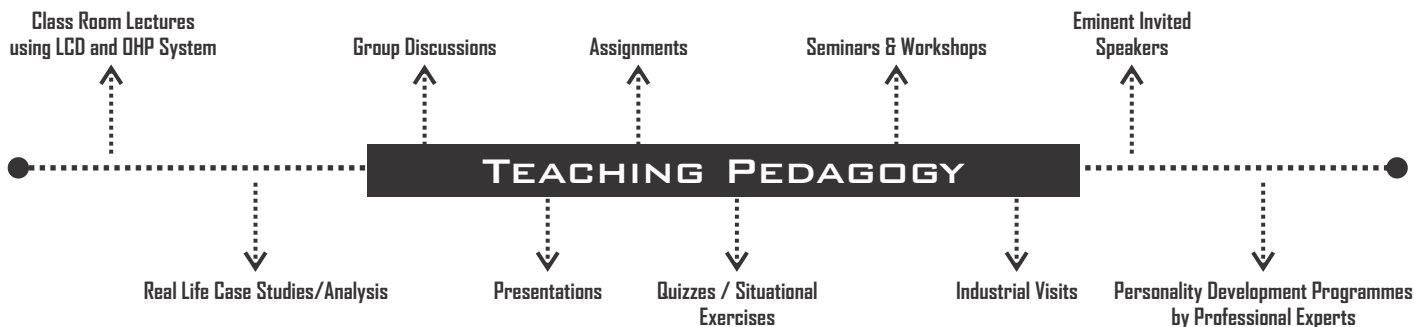| Subscription Rates			
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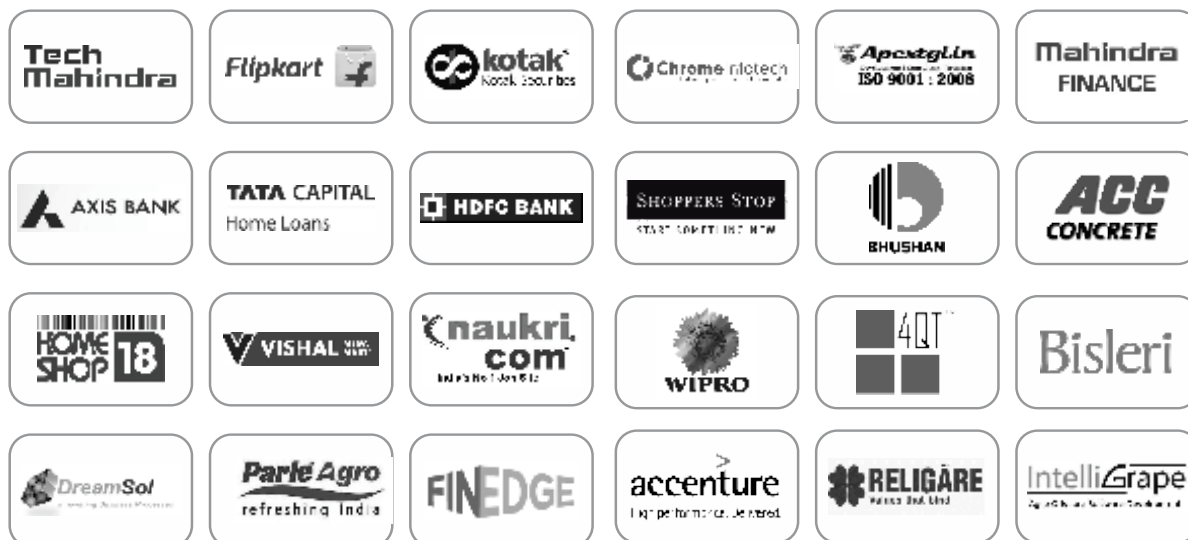
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The Management Department had a modest beginning in the year 1997 with Bachelor of Business Administration (BBA), affiliated to the Chaudhary Charan Singh University, Meerut. From 2001, the department introduced the Master of Business Administration (MBA). Over the last couple of years, the Management Department of I.P.E.M has established itself as one of the leading Management Education provider with progressive and realistic vision, transforming the Students into Knowledge Driven and Skills Equipped future managers. In addition to the University prescribed syllabus, the Students are provided the opportunity and platform to develop their Knowledge , Skills and Attitude through Value Added Programmes, Personality Development Modules , Workshops , Seminars , Summer Internships and Alumni Guest Lectures, that makes them truly industry ready.

The Management Department is running 4 Courses, One of them is Master of Business Administration (MBA) that is approved by All India Council of Technical Education (AICTE) and affiliated to Dr. APJ Abdul Kalam Technical University (AKTU), Lucknow. The other three are Bachelor of Business Administration (BBA) and Bachelor of Commerce (B.Com) which are affiliated to Chaudhary Charan Singh University, Meerut and Post Graduate Diploma in Management (PGDM) that is approved by All India Council of Technical Education (AICTE) Govt. of India, Ministry of HRD.

Apart from the Management Department, IPEM Group of Institutions has three other Streams i.e., IT, LAW & Education. In IT, there are Master of Computer Application (MCA), approved by All India Council of Technical Education (AICTE) and affiliated to Dr. APJ Abdul Kalam Technical University (AKTU), Lucknow and Bachelor of Computer Application (BCA) is affiliated to Chaudhary Charan Singh University, Meerut.   In Law, there are Bachelor of Law (LLB - 3 Years) and BALLB (5 Years), approved by Bar Council of India and affiliated to Chaudhary Charan Singh University, Meerut. In Education, IPEM offers Bachelor of Education (B.Ed.) is affiliated to the Chaudhary Charan Singh University, Meerut and approved by National Council for Teacher Education (NCTE). The other Course in Education is Diploma in Elementary Education (D.El. Ed) approved by National Council for Teacher Education (NCTE). Diploma in Elementary Education (D.El. Ed) is affiliated to the State Council of Education Research and Training (SCERT), Lucknow.

The Focus of IPEM has always been to provide quality education to the Students, which can be instrumental in transforming them into Competent Professionals. Keeping this objective in mind, Spacious Lecture Theatres equipped with LCD Projectors are thoughtfully designed to induce high quality learning and development. The latest Audio-Visual Aids and Multimedia Technology enables the Faculty members to have interactive sessions with the Students. In order to achieve the objective of comprehensive, multidimensional development of the Students, activities are regularly conducted through various Clubs i.e., Communication Club, IT Club, Sports Club, Cultural Club and to inspire the Students towards developing Entrepreneurial spirit, Entrepreneurship Awareness Programmes and Business Idea Competitions are frequently organized by Entrepreneurship and Incubator Cell.

In order to enable the Students in achieving preferred career choices and lucrative final placements and Summer Internships Projects (SIP), a dedicated Training & Placement Cell is engaged in augmenting opportunities for students in targeting and working in congruence with corporate requirements.