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The impact of using time management strategies on work stress of top management employees “Department Managers and Section Head” of Palestinian public sector institutions.

Abstract

This study has focused on the subject of “Time Management Strategies” to determine the impact of using these strategies on work stress of top management employees “Department Managers and Section Head” of Palestinian public sector institutions located in north West Bank. In addition to that, the obstacles that face the subject of the study have been examined together with their solution as illustrated by the subject of the study.

For achieving this object the researcher has employed the interview by visiting some of the institution and conducting some interviews with them. This helped her understand the problem they face and also construct the questionnaire of the study, which was distributed into four institutions namely: “Education Department, Agriculture Department, Health Department and Social Service Department,” in four main districts namely: “Jenin, Nablus, Tulkarm and Qalqilia” for a total of 172 Questionnaire which where distributed and retrieved all.

The descriptive method has been employed in analyzing the data of this study. For answering the study questions, the researcher has analyzed the questionnaire using SPSS software statistical package and employed the frequency distribution, mean, mean average, standard deviation, and the correlation tests for the hypotheses. The findings revealed that the administrators of the public sector institutions in north West Bank districts utilized time management strategies up to high extent, and this could be as a result of the knowledge and the importance of such strategies that the subject of the study hold and draw their attention. In the other side the respondents of the study showed no work stress, and this is due to the huge number of employees in these institutions, and the process of authority delegation they pass to their employees, in addition to the employees, motivation to work and therefore performing the tasks and responsibilities they have. The study also revealed significant differences among the respondents’ perceptions of strategic time management and work stress when respondents were grouped according to age, work experience, and educational attainment. This was in favor of young employees and newly graduated which with less than ten years of experience. The study revealed that the most frequently obstacles that respondents face are the Israeli check points, huge number of visitors without previous appointment. This includes the relatives and friends. It also revealed the obstacle of the lack of modern equipments that the institutions should have in order to facilitate the administrative job. As solutions to these obstacles the respondents suggest that Palestine authority should help in facilitating the transportation within the cities, It also suggested all institution should have a clear mechanism for the visitors, and finally providing the institutions with the needed equipments which in return could help in utilizing the time efficiently end effectively and therefore minimizing work load.

The most important recommendation the researcher pointed out is to provide all public institutions with the necessary equipments, which in return could save time, and effort such as computers, modern phone system, internet service, etc., It also suggested providing them with video conference system to hold distance meeting.



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0.8176	8	.	1
0.8770	9	/ /	2
0.7955	9	.	3
0.7949	7	.	4
0.7923	6	.	5
0.8586	6	.	6
0.7531	8	.(%100+)	7
0.7832	7	.	8
0.8145	8	.	9
0.8908	20	.	10
0.9567	68		

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5.00 – 4.21	5		.
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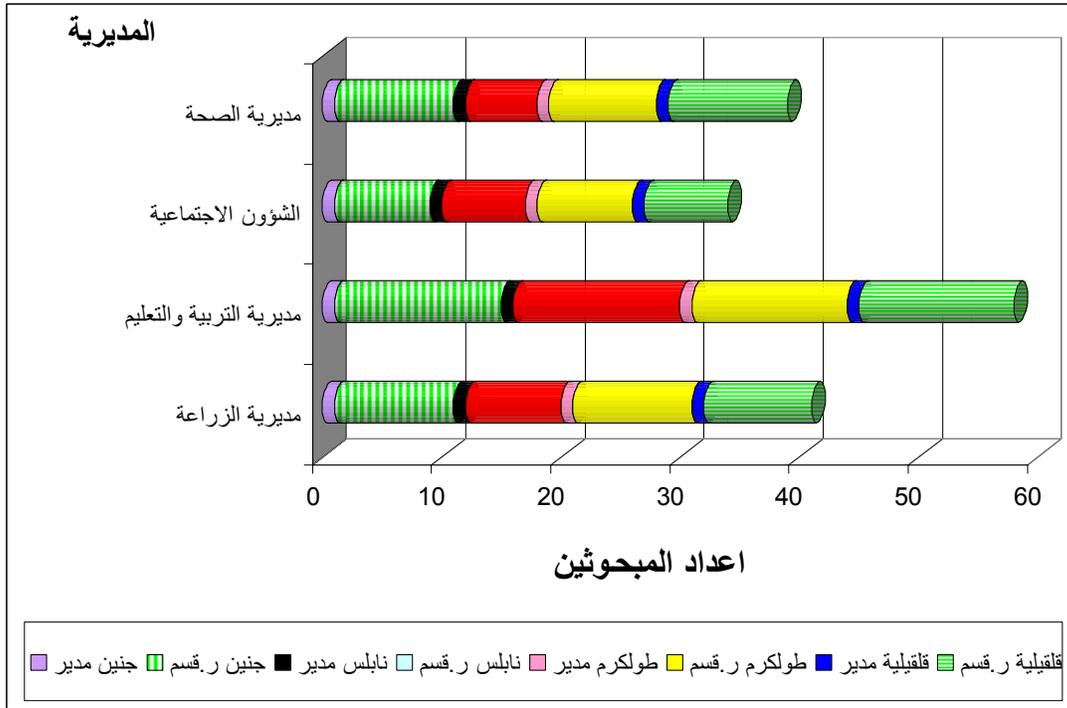
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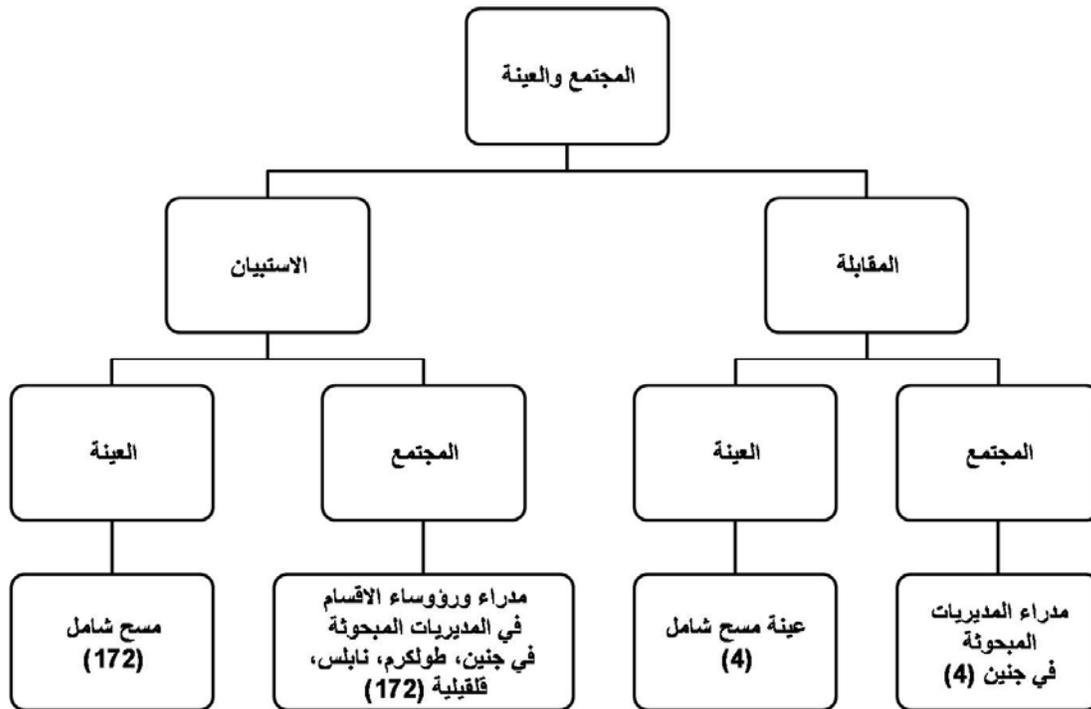
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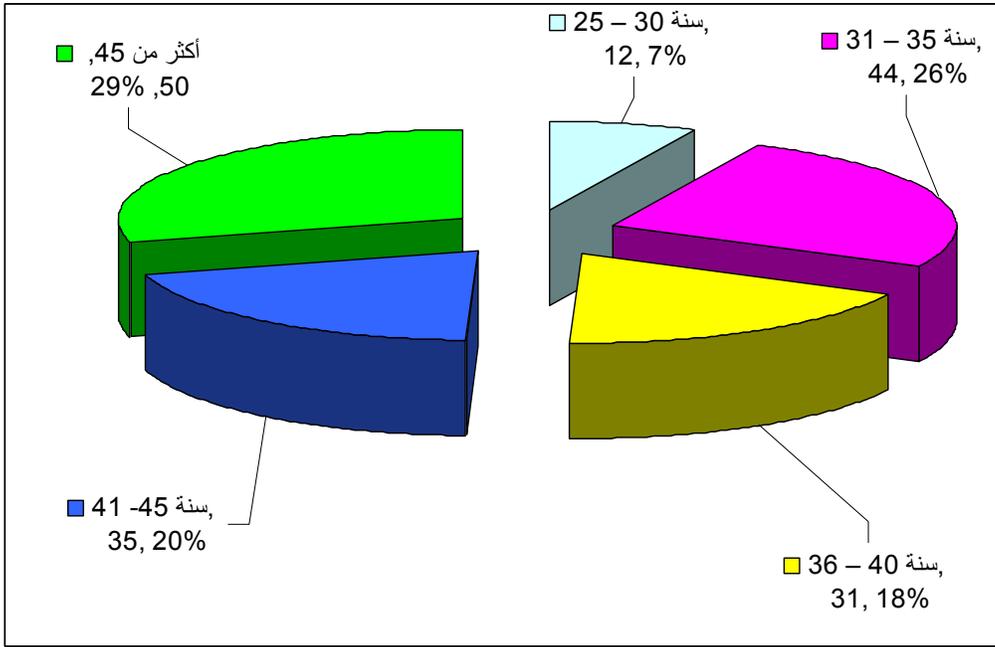
1967
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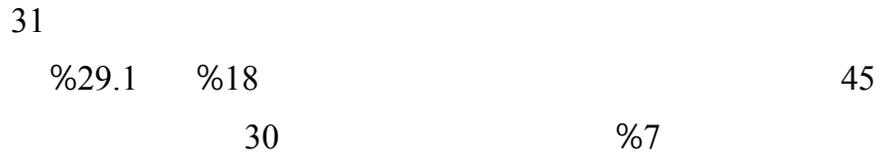
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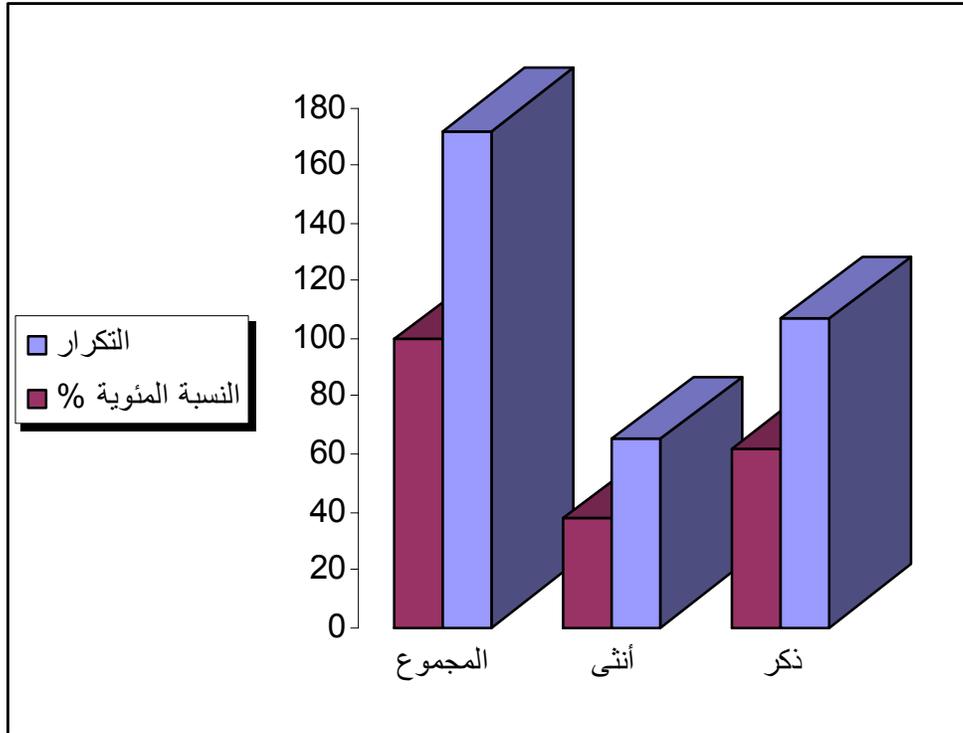


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%		
62.2	107	
37.8	65	
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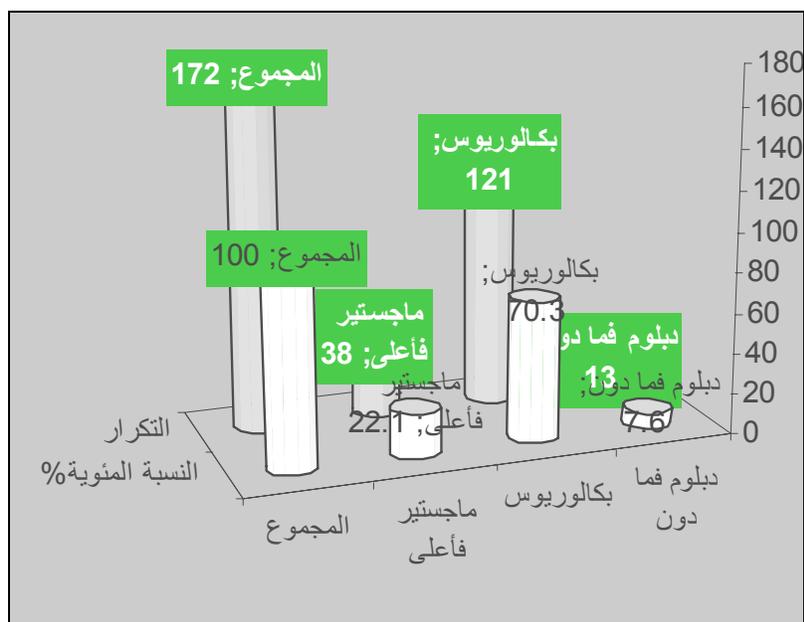
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107

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%		
07.6	13	
70.3	121	
22.1	38	
100.0	172	



:5.4

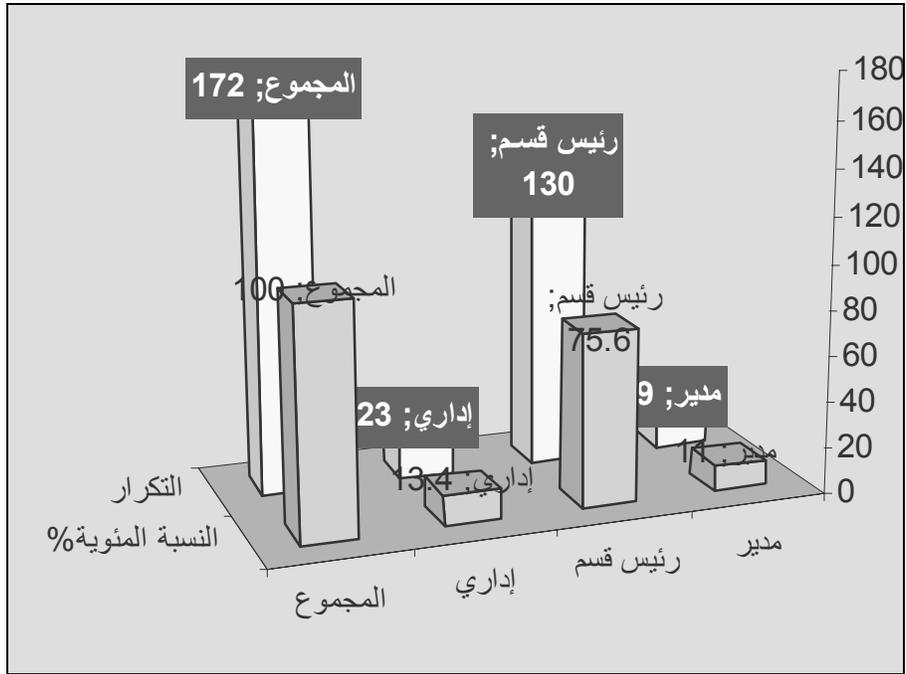
%70.3

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11.0	19	
75.6	130	
13.4	23	
100.0	172	



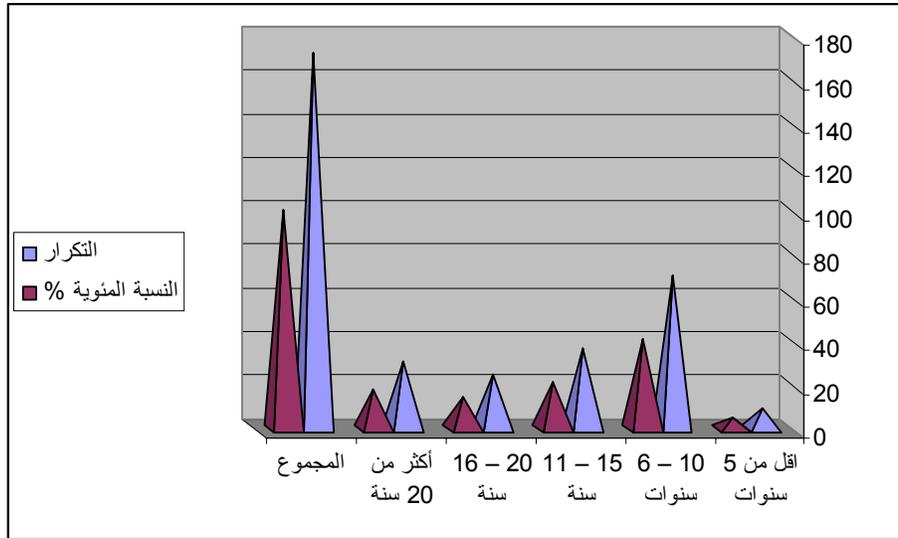
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%		
05.2	9	5
40.7	70	10 – 6
21.5	37	15 – 11
14.5	25	20 – 16
18.0	31	20
100.0	172	



:7.4

(6.4)

(%40,7) (10-6)

(15-11)

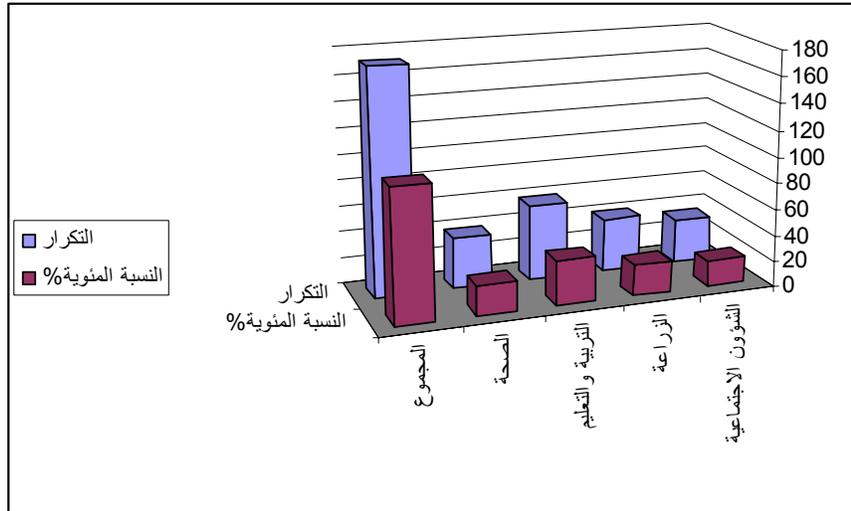
(%18,0)

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%		
19.8	34	
23.8	41	
33.7	58	
22.7	39	
100.0	172	



:8.4

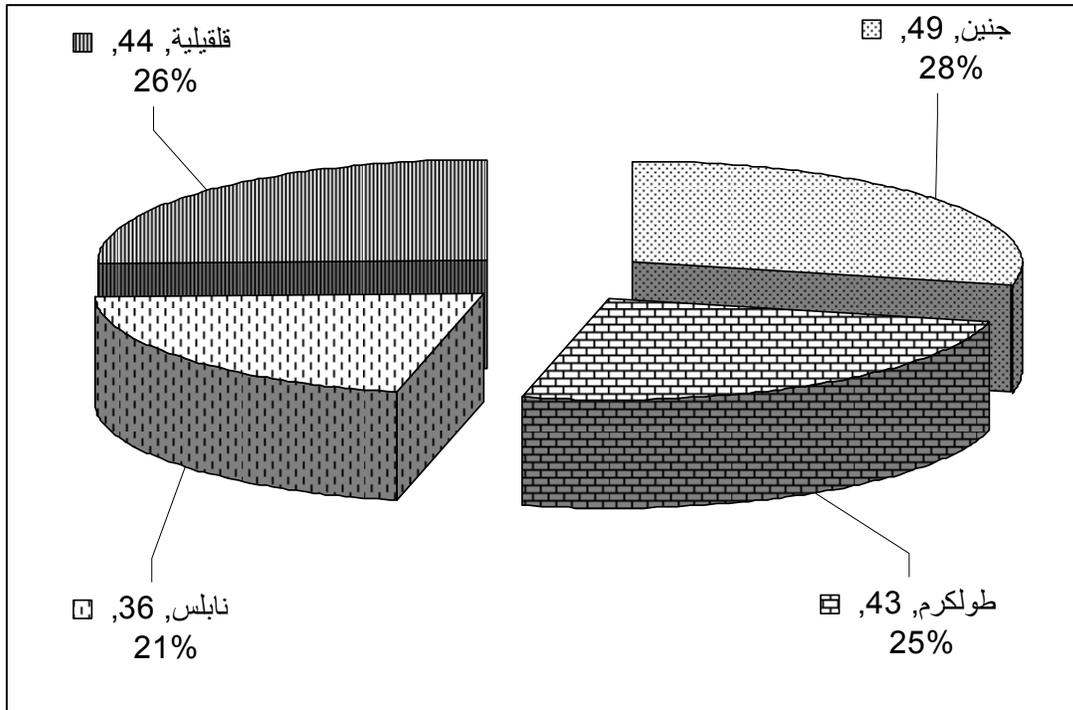
(%33,7)

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(%23,8)

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%		
28.5	49	
25.0	43	
20.9	36	
25.6	44	
100.0	172	



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		*		
	.78	4.29		1
	.73	4.17		2
	.88	3.78		3
	.91	3.67		4
	.87	4.09		5
	.90	3.66		6
	1.10	3.16		7
	.94	3.85		8
	.59	3.83	()	

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.(1)

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	1.03	3.77		9
	1.01	3.61		10
	.93	3.57		11
	.92	3.84		12
	1.01	3.27		13
	.96	3.57		14
	.93	3.68	()	15
	.96	3.72	()	16
	.94	3.80		17
	.68	3.65		

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(1994)Macan

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		*			
	.95	3.74		18	
	.84	3.80		19	
	.84	4.23		20	
	1.11	3.28	24	8	21
	.81	3.86		22	
	.92	3.27		23	
	.74	3.83		24	
	.85	4.01		25	
	.95	3.53		26	
	.55	3.73			

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, (23, 21) , (3.53-4.01)
, (3.27-3.28)
, (3.73)

Chaney(1991)

:4.5

		*		
	.90	3.80		27
	.84	3.68		28
	.80	4.01		29
	1.07	3.30		30
	.96	3.81		31
	1.02	3.61		32
	.97	3.62		33
	.63	3.69		

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Moor & Cardner (1992)

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		*	
	.92	3.75	34
	.88	4.05	35
	.94	3.90	36
	.92	3.79	37
	.93	3.44	38
	.85	3.80	39
	.63	3.79	

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		*		
	1.05	3.59		40
	1.09	3.51	-2	41
	1.11	3.78	-3	42
	.89	3.97	-4	43
	.93	3.83	-5	44
	.97	3.77	-6	45
	.77	3.74		

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,(45 ,44 ,43 ,42 ,41 ,40)

, (3.51 -3.97)

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(1994)

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(%100+)

		*	(%100+)	
	1.01	3.28	.	46
	1.00	3.50		47
	.95	3.77	.	48
	1.08	3.44	.	49
	1.04	3.30	. %100	50
	.85	3.72		51
	.93	3.62	.	52
	.89	4.13		53
	.58	3.60	.	

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 ,(50 ,46) ,(3.50 -4.23)
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 .(3.60)

(1978)

:8.5

		*		
	1.31	2.43	.	54
	1.09	3.44		55
	1.15	3.15		56
	1.29	2.65	.	57
	1.23	2.37		58
	1.14	2.37	.	59
	1.21	2.51		60
	.79	2.70		

.(5)

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(8.5)

, (3.44)
, (2.65-3.15)
, (2.37-2.51)
, (2.70)

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, (57 ,56)
, (60 ,59 ,58 ,54)

(8.5)

:9.5

		*		
	.97	3.66		61
	.91	3.69		62
	.92	3.60		63
	1.01	3.41		64
	1.15	3.68		65
	.87	4.04		66
	1.12	3.02		67
	.90	3.60	8	68
	.65	3.59		

.(5)

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,(68 ,66 ,65 ,64 ,63 ,62 ,61)
 ,(67) ,(3.41 -4.04)
 ,(3.02)
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(2003)

:10.5

		*		
	.59	3.83		1
	.63	3.79		2
	.77	3.74		3
	.55	3.73		4
	.63	3.69		5
	.68	3.65	/ / /	6
	.58	3.60	(%100+)	7
	.65	3.59		8
	.79	2.70		9
	.49	3.59		

.(5)

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$$\left(\frac{3.59 \cdot 2.70}{3.60} \cdot \frac{3.65}{3.69} \cdot \frac{3.73}{3.74} \cdot \frac{3.79}{3.83} \right) \cdot (3.59) \cdot (\%100 + \dots)$$

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.2.2.5

(11.5)

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(2.63 -3.24)

(10,11,14,18 8 5 4 2

(20 19 17 16 15 13 12 9 7 6 3)

(1.95 -2.58)

.(51.2)

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		*		
	1.10	3.24		1
	1.18	2.73		2
	1.00	2.29		3
	1.13	2.91		4
	1.21	2.65		5
	1.30	2.50		6
	1.05	1.95		7
	1.21	3.04		8
	1.14	2.19		9
	1.22	2.93		10
	1.19	3.15		11
	1.18	2.15		12
	1.13	1.98		13
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FROM : ALQUDS UNIV PGS FAX NO. : 2798345 Nov. 05 2015 01:37AM P1

بسم الله الرحمن الرحيم

معهد التنمية المستدامة
Institute of Sustainable Development

التاريخ: ٢٠١٥/١١/١١

الى من يهمه الامر،،،

الموضوع: افادة طالب

تحية طيبة وبعد،،،

يفيد برنامج الدراسات العليا في التنمية الريفية المستدامة- جامعة القدس ان
الطالب/ة كفاح حامد رقمه/الجامعي 20510179 ملتحق/ة بالبرنامج
ويقوم حاليا باعداد بحث بعنوان:
.....
.....
يرجى من حضرتكم التكرم وتقديم المساعدة الممكنة له لتسهيل مهمته/ا. شاكرين لكم
تعاونكم.

وتفضلوا بقبول فائق الاحترام،،،

مدير المعهد
زيد قسام

Jerusalem - Abu Deis
Tel / Fax: 029227203-4
P.O.Box: 51000, 28002
email: Info@enl.jalana

تلفون: ٠٢٩٢٢٧٦٠٣٤٥
تلفاكس: ٠٢٩٢٢٧٦٠٣٤٥
ص.ب: ٥١٠٠٠ أو ٢٨٠٠٢

104	1.4
105	2.4
112	3.4
113	4.4

64	1.4
65	2.4
69	3.4
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89	3.2.5

92 :

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95	2.6
96	3.6

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