

## Topic: HOME MANAGEMENT

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Family is an important part of man's social environment. Home management is an essential component of family living, contributing to health, happiness and well being of the family. A **family** consists of two or more persons related to each other by blood, marriage or adoption living in the same household. Family as a social institution performs the activities of procreation, economy, education and recreation. As a family is made up of human beings living together with love, affection and mutual understanding, the management of a family is basically concerned with the qualities of human relationships. The present society is greatly different from that of our fore fathers. The impact of western technology, mass education, democracy, industrialization, employment and bureaucracy has led to a decline in the joint family system. It has brought in lot of changes in the home and family life. Because of rapid improvement in communication network, the facility to see, hear and assimilate information has increased. There is increased production of a variety of goods and service required for day to day living. The advancement in science and technology has paved way for more number of women to take up employment outside, which has resulted in the increased number of inter-caste and inter religious marriages. Time consuming house hold tasks are being accomplished by time saving appliances. Convenience food has facilitated the employed home maker to accomplish her task easily and quickly. The traditional roles played by the various members in the family had undergone rapid changes due to the involvement of women in labour force. The participation of all the family members in the house hold tasks has become a necessity due to the scarcity of labour in the domestic front. **Management** is a means of adjusting to change and also results in change.

### CONCEPT OF HOME MANAGEMENT

**Home management** is a very important factor, which contributes to the health, happiness and well-being of a family. It paves way for a better growth and development of the family members. Life has become very complex because man has increased tools and has changed the tactics of living. As a result, it has become necessary for him to develop more skills in the use of available resources in order to get what he wants for himself and his family to improve his status. In other words, management deals with “**using what we have, to get what we want.**” What we have is the resources. The resources that we have may be time, money, energy, skill etc. What we want is the achievement of goals. Goals are the aims in our life. Attainment of goals give pleasure and non-attainment gives dissatisfaction. Dissatisfaction can be avoided only through the wise application of management process. The quality of management will vary depending on the managerial abilities of individuals. Management process will enable one to identify and locate available resources and use them effectively to achieve the desired goals

### MANAGEMENT PROCESS

Management process consists of three steps 1). Planning 2) Controlling 3) Evaluating. We will discuss about each one of these in detail.

### **Planning**

Planning is very important to the success of management process. It is basically working out ways or course of action to achieve the goals. Our day to day experiences help a great deal in planning. It needs a certain amount of thinking. Planning can be habitual or conscious. Planning involves thinking through the possible ways of reaching a desired goal. The entire task from its beginning to its completion must be viewed in whole. If the paths leading to the goals are easy to see, the choice of the best plan can be made quickly. When the path is hard to see due to some obstacle, the planner must find ways of overcoming them. As children do not have enough experience, they can get the help of an experienced adult to plan. The final act in planning is arriving at a decision. 'It is the gate that releases action'. As a planner we constantly make use of our powers of thinking, memory, observation, reasoning and imagination. Based on our past experiences and observations we plan things by reasoning. We see the relationship between facts and through imagination, we arrange facts into new relationships and patterns. The more we develop these powers, the easier it is to plan and to meet situations in everyday living. For example, when we plan to have birthday party the following points should be borne in mind while planning.

1. The place or the venue of the party.
2. Number of invitees
3. Menu
4. How much money are we going to spend?
5. When are we going to have the party?

While planning, the following points should be considered.

1. There should be a balance between the amount of resources available and the demands or needs.
2. The decision should be made according to individual situations
3. The plan should be realistic
4. The plan should be flexible.

### **Controlling**

Controlling is carrying out the plan. This step calls for flexibility in thinking. At times new decisions are required which may result in changes in plan. For example: when the menus are planned for meals, if certain things are not available during shopping a fresh decision need to be made. The different phases of controlling are

1. **Energising:** This is initiating and sustaining the action. The individuals who are involved in doing a particular task must be energized in order to get results. In spite of having a good plan,

sometimes implementing the plan would become difficult. Here the energizing function would act as a catalyst.

2. **Checking:** This is a quick step by step evaluation of the progress of a plan. To go to school on time one has to get the clothes, the meals and books ready, which need checking of time at all stages.

3. **Adjusting:** Adjusting is done in the plan if there is a need for fresh decisions to be taken. This should be done taking into account the problem in hand and the resources available. Getting into action, keeping the resources mobile and knowledge of what is to be done are all important in this step.

### **Evaluating**

This is a checking up process, which may help one move forward. The efficiency of the process and the quality of the end product are to be checked. When we have clear cut objectives it becomes easier to evaluate the entire process. The success or failure of the plan must be evaluated on the basis of the set goals. In case of failure the demerits of the plan may be noted and rectified while making further plans. Evaluation can be general or more detailed. Thus, management in the home is a dynamic force in day to day living and is the administrative side of family living. Efficient, effective and dynamic use of resources lead to the proper management of the house, whereby goals are achieved to attain maximum satisfaction.

### **VALUES, GOALS AND STANDARDS**

Management plays an important role in shaping our lives. It enables to recognise the values, the allocation of resources to attain the family goals so as to enhance the standard of life. Goals, values and standards are closely related concepts. **Value** is the base and from values stem the other two concepts - **goals and standards**. Values are important to the individual but vague to express in operational terms. The concept of goal is more specific. It signifies something definite towards which one works. A standard is defined as something used as a basis. Value indicates the worth that is attached to any object, condition, principle or idea. Value is the capacity of something or somebody to satisfy the human desire. These are the ways behind our actions and the basis for setting goals. All values are human. They are created, evaluated and enjoyed by persons. A value is always important to the person who holds it. It is desirable and satisfying. It has the ability to develop in self-creative way. It is relatively stable but tends to change gradually. The intensity of values varies from individual to individual. Values help an individual to direct his effort more intelligently in seeking satisfactions.

Values are of two types - **Intrinsic and Instrumental**. An **intrinsic value** is one that is important and desirable for its own sake. e.g. art. The interest in beauty is an intrinsic value. An **instrumental value** is the means to attain other values, e.g. Efficiency in work. Some values possess both intrinsic and instrumental worth. The human values - love, affection, health; comfort, ambition, knowledge, wisdom, play, art and religion have both intrinsic and instrumental values.

The major values classified by **Parker** are

**Love:** It is the interest in relationship with people in its broad sense and its various forms are expressed as sex love, parental love, friendship and community love.

**Health:** It is the interest in physical and mental well-being.

**Comfort:** It is the interest in making life as pleasant and agreeable as possible.

**Ambition:** It is the interest or desire for success in life for a victorious achievement.

**Knowledge and wisdom:** It is the interest in truth and its use in all activities in living.

**Technological interest or efficiency in work:** It is the interest in the efficient making and using of things.

**Play:** It is the interest in beauty in all forms of expression.

**Religion:** It is the interest in goodness and rightness in unifying all aims and purposes in living. Values grow out of human desire and interest. Values differ in cultures. The family has the major responsibility for fostering values among the members.

### **Goals**

Goals are value-based objectives. The goals grow out of desires, past experiences and environment. Goals are the ends that any individual or family is willing to work for. The family's goal will help in shaping the family's life pattern and setting standards. The formulation and attainment of individual and family goals require the knowledge, judgment and understanding the ways of using family resources. Goals should be definite and attainable. Goal-setting is a continuous process. Many goals are immediately attainable. One goal stem from another and leads to a third. Goals can be for short term, midterm or long-term. The short-term goals are the initial goals, which leads to the final long-term goals. The major goals that are created by the family grow out of its own environment and experience. The major goals of home making are

1. Providing optimum physical and mental health for the members of the family.
2. Facilitating for optimum development of the individual members of the family.
3. Satisfying family relationships.
4. Recognition, acceptance and appreciation of human differences.
5. Establishing satisfactory relationship with the community and other subsystems of the society.

### **Standards**

Standard is defined as *scale or parameter* used for comparison. Standards are more specific than values or goals. Standards are related to specific materials. It is influenced by external factors. Standards are set limits one will accept in working toward a goal. Standards are mental pictures of what is considered essential and necessary to make life satisfying. If achieved, leads to satisfaction, if not achieved leads to uncomfortable situation. Standards remain as part of one's pattern of living and habit. Standards vary according to the values of the family or group. On this basis they can be classified as conventional standards and flexible standards. **Conventional Standards** are fixed and arise from the values of social acceptance. In this people change to meet the standards. Conventional standards are traditional and are accepted by the

community or by a social group within it. They are fixed at a given time and liable to change when condition change.

*Flexible standards* are developed and changed according to the individual's demand. They change to suit the human situation. But they are not widely accepted by the community. Standard of living is the combination of many specific standards. It consists of a pattern of commodities, services and satisfactions which a person thinks essential for happy living. According to Hazel Kyrk, "*standard of living is made up of the essential values to be sought. It is an attitude towards a way of regarding or of judging, a given mode of life*". Standard of living determines the character of the real income of the family. The standard of living of a family encompasses not only the actual qualities and quantities of goods and services but also the ways of using these goods and services.