

## **SELF DEVELOPMENT**

### **DEFINITION:**

According to Henry Sims, “Self-control refers to those behaviours that an individual deliberately undertakes to achieve self- selected outcomes. The individual employee selects the goals and implements the procedures to achieve those goals.”

### **Process of Self-Development:**

The process of self-development includes:

- I. Developing Awareness about Self
- II. Adopting Methods of Development after Conducting the Awareness Analysis.

#### **I. Developing Awareness about Self:**

Personal effectiveness is increased through self-awareness. Self-awareness is the level of awareness/understanding of an individual of his own self. This would be high among persons concerned about their selves, their behaviour, feelings, attitudes and mannerisms. Increased awareness of self can assist an individual in effectively using his strengths and competencies in a given situation. However, understanding oneself alone does not make a person effective. Though generally we feel that we know ourselves, often we are not fully aware of ourselves. Self awareness is an internal concept that helps a person identify what he is. It can be developed by understanding the model of Johari Window.

According to the model, there are two dimensions for understanding the self:

1. Those aspects of a person’s behaviour and style that are known to himself, and
2. Those aspects of his behaviour known to those with whom he interacts (others).The model has four quadrants which together represent a total person in relation to others. This relationship is represented on the basis of awareness of behaviour, feelings etc. The awareness about self is dynamic. It keeps changing as awareness changes with parties to a relationship.

#### **II. Adopting Methods of Development after Conducting the Awareness Analysis.**

##### **1. Constructive behaviour:**

The manager should engage in constructive behaviour which leads to goal attainment. This can be developed by managing stimuli that affect his behaviour. He should remove stimuli that evoke undesirable behaviour and promote stimuli that evoke desirable behaviour.

New behaviours can also be created by introducing new stimuli or rearranging the existing stimuli. Once the stimuli are created, rearranged, reduced or increased, the manager measures his behaviour arising out of that stimuli and reinforces it in order to achieve the goals.

##### **2. Time management:**

The manager is usually constrained by time in achieving the organisational goals. Time management reduces the elements that lead to waste of time. Internal organisational factors resulting in waste of time are improper planning, overwork, failure to delegate, postponing work etc. The external factors are noise, unnecessary meetings and travelling, incomplete information about the environment etc. He should reduce these elements and manage his time properly to understand himself, others and relate his knowledge with organisational goals. Various techniques of time management are critical point control, management by exception, delegation of authority, proper planning and scheduling etc.

### **3. Self-study:**

Managers should not only do the assigned task or formal organisational activities, but also enrich their knowledge by reading good books, magazines and journals in the field of management. Study of literature leads to self-development and contributes to organisational goals. Attending seminars, conferences and workshops is also helpful in this regard.

## **OBJECTIVES OF SELF DEVELOPMENT**

### **1. Motivation**

There is a famous saying that where there is will there is away. With strong personal development, you develop the necessary will. The most successful people have one thing common in them and that is they are self-motivated. They motivate and empower themselves with the right beliefs and thoughts. One of the core paths towards personal development is to cultivate the right mindset to reach your ultimate goals in life.

### **2. Improved Focus**

With personal development, it comes to improved focus and effectiveness. As your personal development improves you will be very much clearer on how to prioritize your tasks and do it effectively with the optimal results. You will be able to figure out how to do particular tasks easily with the available resources.

### **3. Empowerment**

One of the most important and key benefits of personal development is claiming back to your empowerment. People are not empowered to their natural creative selves to perform better than ever. It will help you achieve your highest potential while employing your inner resources.

### **4. Relationships**

With personal development improvement, you will be able enough to figure out which relationships needed to be invested in and in which to be cut loose. You also develop the skills to make the most of those relationships which have the most positive impact on your life. Relationships are worth to be careful of because they are a two-edged sword which can lift you

or can drag you down.

## **5. Positive Attitude**

The last but not the least, an important benefit of personal development is developing a positive attitude in you and a positive attitude is everything in life. Your attitude will make a big difference between your success and failure, losing and happiness. Some people do not give so much importance to personal development because the results are not always measurable. But the fact is that the great achievers are those who figure out their inner resources and manage it in a variety of situations. That ability comes through personal development.