

## ***DEDICATION***

I dedicate this study to my father's soul who inspired me and made me have an ever-lasting sense of responsibilities and respect. To my mother, who brought up and looked after my well being and study until I finished. My thanks and gratitude also extend to my wife ,Hunan ,who shared and took the burden while I was preparing this thesis.

In addition, I dedicate this study to my sons, Mohammad, Mohamed, Mjtaba, and my recent born Maab to my Brothers and Sisters.

## ***ACKNOWLEDGMENT***

In the name of Allah, Most beneficent, most merciful. May his blessing and mercy be upon our profit Mohammad S.A.W. My thank to Allah first and last.

I acknowledged the patient of my supervisor Dr. Abdel hafeiz Hasaballha without his support this work would not be accomplished. He gave clarity to my thinking and direction to my efforts. I am indebted to his efforts, help, support, encouragement and cooperation during the entire period of my study. I would like to express my sincere appreciation to Ustaz Alfateh Bala, the ,Head , English language department at SUST, who edited my research language structures and made valuable comments.

I extend my thanks to my friends and colleagues, Yasser Tragedian, Abdalmotlap, Mohammed Ali, khalied Adam Yousif and the others.

I would like to express my grateful to the human resources and Ustaz Abdel moniem Abdullah Altrabi (the top man of the local government of Alkamlien province) for the financial support provided to enable me to undertake this study.

## TABLE OF CONTENTS

		<b>Pages</b>
Title Page		
Dedication		i
Acknowledgement		ii
Table of Contents		iii
Abstract		ix
List of Appendices		xi
<b>CHAPTER 1 INTRODUCTION</b>		
	Introduction	1
1.1	The development of local government in the Sudan	3
1.2	Problem statement	5
1.3	Research questions	6
1.4	Objective of the study	7
1.5	Significance of the study	8
1.6	Scope of the study	10
1.7	Definitions of the terms	10
1.7.1	Time management	11
1.7.2	Mediator variable	11
1.7.3	Setting goals and priorities	11
1.7.4	Determining time priorities	12

1.7.5	Perceived control of time	12
1.7.6	Job satisfaction	13
1.8	Organization of the Study Chapters	13
<b>CHAPTER 2 LITERATURE REVIEW</b>		
	introduction	14
2.1	Definitions of time management	14
2.1.2	Time management Model	15
2.2	Time management theory	16
2.2.1	Objective and subjective time	18
2.2.2	Two arrows of time	18
2.3	Application of time management	19
2.3.1	Time management problems	19
2.3.2	The time spent on different managerial activities	20
2.3.3	Managers time	21
2.3.4	The duration of managers activities	23
2.3.5	Managing the time of others	24
2.3.6	Emerging issuers	25
2.4	Time management training programs	26
2.5	Effects of time management	28
2.6	Coping with pressure	30
2.7	Time management observations	33
2.8	Strategic planning	33

2.8.1	Some total quality management programs fail	35
2.8.2	Tools and techniques application	35
2.8.3	Development and application of quality management tools and techniques	37
2.8.4	Some common difficulties	39
2.8.5	The time management of interruptions	41
2.9	Reaction to time pressure	42
2.10	Performing under pressure	42
2.11	Time is a positive factor when we are happy	43
2.12	Ability to organize ones time	44
2.13	Summary of chapter	45
<b>CHAPTER3</b>	<b>RESEARCH FRAMEWORK AND METHODOLOGY</b>	
	Introduction	46
3.1	Conceptual research Framework. figure. 1	46
3.1.1	Conceptual framework methodology	47
3.2	Research hypotheses	52
3.2.1	Hypothesis 1: setting goals is assumed to influence perceived control of time	53
3.2.2	Hypothesis 2: priorities organization is assumed to influence perceived control of time	54
3.2.3	Hypothesis: perceived control of time is assumed to effect job satisfaction	55
3.2.4	Hypothesis 4 :perceived control of time is thought to mediate the	56

	relation between time management and job satisfaction	
3.3	Research design	57
3.3-1	Sampling procedures	58
3.3-2	Development questionnaires	58
Step: 1	Planning what to measure	59
Step: 2	Formatting of the questionnaire	59
Step: 3	Question wording	60
Step: 4	Sequence and layout designs	60
Step: 5	Pre-testing and correcting problems	60
3.4	Administration of the fieldwork	61
3.5	Measurement of the variables	62
4.5.1	Time management	62
3.5.2	Setting goals and priorities	62
3.5.3	Determining time priorities	63
3.5.4	Perceived control of time	63
3.5.5	Job satisfaction	64
3.6	Data analysis	64
3.7	Summary of chapter	65
<b>CHAPTER4</b>	<b>DATA ANALYSIS AND FINDINGS</b>	
	Introduction	66
4.1	Response Rate table	67

4.2	Respondents Demographic Characteristics table	68
4.3	Goodness of the measures	70
4.3.1	Factor and reliability analysis on setting goals	68
4.3.2	Factor and reliability analysis on the priorities variable	71
4.3.3	Factor and Reliability Analysis on perceived control of time	72
4.3.4	Factor and Reliability Analysis job satisfaction	74
4.4	Modification of conceptual framework	75
	The modification of research framework	75
4.5	Correlation analysis	76
4.6	Hypotheses Testing	78
4.6.1	Multiple Regression Analysis	78
4.6.2	Perceived control of time determines setting goals and priorities	79
4.6.3	Determinant of setting goals and priorities and perceived control of time	80
4.7	Summaries of hypothesis: impact of setting goals and priorities on perceived control of time	81
4.8	Multiple regressions: perceived control of time and job satisfaction	82
4.9	Summary of hypotheses testing	83
4.9.1	Perceived control of time have impact on job satisfaction.	
4.9.2	Mediation impact of the perceived control of time	83

4.9.3	The steps	84
4.10	Summary of hypotheses influence of perceived control of time on job satisfaction	84
4.11	Multiple regressions: setting goals, priorities and job satisfaction	85
4.12	Multiple regressions: perceived control of time and the relationship	85
4.13	summary of hypotheses testing mediation effect of perceived control of time	86
4.14	Summary of the chapter	87
<b>CHAPTER 5 DISCUSSION AND CONCLUSION</b>		
	Introduction	88
5.1	Recapitulation of the Major Findings	88
5.2	Discussion	89
5.2.1	Setting goals and priorities Variables and perceived control of time	89
5.3	Determinant of the perceived control of time	91
5.3	Determinant of job satisfaction	91
5.4	Mediation Effect of perceived control of time	91
5.5	Theoretical Implications	92
5.6	Managerial Implications	93



5.7	Limitations of the Study and Suggestion for future research	94
5.8	Recommendation of the study	96
5-9	Conclusions	97
	References	98