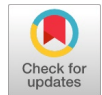


# Understanding Significance of Non-Government Organizations and Management

Radhika Kapur



**Abstract:** *The main objective of this research paper is to acquire an efficient understanding of non-government organizations and management. The non-government organizations have one of the primary goals of promoting well-being of community members. The individuals are required to make sure the management has to take place in an efficient manner. The individuals, belonging to all positions in the hierarchy are required to be well-informed in terms of different types of job duties and methodologies. These are vital in promoting functioning of non-government organizations in an effective manner. The primary aim is to put into operation the measures, which are facilitating in alleviating different types of social problems of poverty, illiteracy, unemployment, homelessness and crime and violence. As a consequence of being overwhelmed by all these problems, individuals take help and support from non-government organizations. The augmenting of analytical, critical-thinking and problem-solving skills will be facilitating to the individuals on a comprehensive basis. As a consequence, all the members will contribute efficiently in doing well in one's jobs and generating desired outcomes. Therefore, it is well-understood, non-government organizations have an indispensable role to play in promoting well-being of community members. The main concepts that are taken into account in this research paper are, understanding the significance of non-government organizations and management, measures to be implemented in enhancing functioning of non-government organizations and management and advantages of enhancing functioning of non-government organizations and management.*

**Keywords:** *Activities, Communities, Enhancing, Functioning, Individuals, Management, Non-Government Organizations, Tasks*

## I. INTRODUCTION

The non-government organizations are the organizations, which have one of the primary goals of promoting well-being and goodwill of individuals and communities. The individuals, belonging to both urban and rural communities throughout the country are overwhelmed by various types of problems and challenging situations. These are related to poverty, illiteracy, gender inequality, crime and violence, and so forth. Hence, the individuals employed in NGOs are engaged in different types of tasks and activities, which would prove to be favorable in promoting enrichment of living conditions of individuals (Niels, 2020[1]).

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The employees are required to be well-equipped in terms of different factors and put into operation different tasks and activities in terms of various aspects. The decision-making processes are regarded as an integral part of the working lives of the individuals. They are required to make wise and productive decisions in terms of various factors. Hence, analysis needs to be conducted in terms of alternatives and options that are available. As a consequence, decisions made are facilitating on a comprehensive basis. Therefore, it needs to be ensured, these are facilitating on a comprehensive basis. The implementation of management functions of planning, organizing, directing, co-ordinating, controlling and leading are regarded to be of utmost significance. These functions are facilitating in administrating and managing all types of tasks and activities in a well-organized manner. These need to be put into operation in a positive manner. Furthermore, the human resources are required to be well-informed in terms of different types of methodologies and procedures (Paul, 2012[2][6][7][8][9][10]). With advancements taking place and with the advent of technologies, the individuals are to make use of different types of pioneering methodologies and procedures. As a consequence, all types of tasks and activities will be put into operation in an efficient manner. Furthermore, one will augment problem-solving skills. Hence, all types of problems and challenging situations will be overcome in an adequate manner. Furthermore, these need to be prevented from assuming a major form and giving rise to impediments within the course of putting into operation different types of tasks and activities. Therefore, management functions will lead to up-gradation of overall structure of non-government organizations, provided these are implemented satisfactorily.

### A. Understanding the Significance of Non-Government Organizations and Management

In order to promote enrichment of non-government organizations and carry out management in a satisfactory manner, the individuals, who are employed are required to be well-informed in terms of ways of management of resources. The different types of resources that need to be managed are, financial, human, technical, material and information resources. The financial resources are monetary resources. These are utilized to make changes and fulfill all types of needs and requirements. Human resources are personnel. They are required to utilize their educational qualifications, competencies and abilities in an effective manner. Technical resources are various types of technologies, i.e. computers, lap-tops, I pads, scanners, printers, photo-copiers, audio-visual aids and so forth. Material resources are tools, devices, machinery, equipment and apparatus.



# Understanding Significance of Non-Government Organizations and Management

Information resources are, books, articles, reports, projects, newspapers, magazines, other reading materials and so forth. These are to be managed in carrying out different types of tasks and activities satisfactorily. Therefore, one is able to acquire an efficient understanding of significance of non-government organizations and management, when resources are managed in an adequate manner.

The occurrences of various types of problems are regarded as an integral part of the working lives of the individuals. Within NGOs, when the individuals are carrying out different types of tasks and activities, they are overwhelmed by various types of dilemmas and challenging situations. The different factors in terms of which these take place are, job duties, responsibilities, methodologies, procedures, work pressure, lack of implementation of time-management skills, unawareness in terms of various factors, lack of analytical, critical-thinking and problem-solving skills, scarcity of infrastructure, amenities and facilities, lack of resources and so forth. The individuals need to be well-versed in terms of problem-solving skills. These skills are facilitating in identifying the causes of problems. After the causes are identified, the individuals are required to make provision of useful solutions. Furthermore, these need to be prevented from assuming a major form and giving rise to impediments within the course of putting into operation different types of tasks and activities. Therefore, individuals understand the significance of non-government organizations and management, when they are coping with different types of problems in a well-ordered manner.

The individuals are required to be well-informed in terms of analytical and critical-thinking skills. These are the skills that are facilitating in carrying out different types of tasks and activities in a well-ordered and regimented manner. The individuals, belonging to all positions in the hierarchy of the organizations are to be well-versed in terms of these skills. The reason being, these are facilitating in carrying out all tasks and functions in a satisfactory manner. The analytical skills are facilitating in conducting analysis in terms of alternatives and options that are available. After the analysis is conducted, selection is made of the most suitable and worthwhile alternative or option. On the other hand, critical-thinking skills are facilitating in putting into practice rational, logical and methodological thinking. These skills are regarded as vital in doing well in one's job duties and generating desired outcomes. Furthermore, different types of tasks and activities will be put into operation in a well-ordered and regimented manner. Therefore, an understanding of the significance of non-government organizations and management is acquired, when analytical and critical-thinking skills are honed in an effective manner.

## B. Measures to be Implemented in Enhancing Functioning of Non-Government Organizations and Management

The non-government organizations are established with the main objective of promoting well-being and goodwill of individuals. These individuals primarily belong to deprived, marginalized and economically weaker sections of the society. These individuals are mainly overwhelmed by different types of problems and challenging situations

(Sasson, 2020[3]). These are experienced in a major or minor form. Hence, individuals employed in NGOs are putting emphasis on implementing methods, which would be facilitating in promoting well-being and goodwill of individuals. Furthermore, it is necessary to be well-versed in terms of measures to be implemented in enhancing functioning of non-government organizations and management. The measures are complicated as well as manageable, these are put into operation in less amount of time or can be more time-consuming. One of the important aspects that needs to be taken into account is, positivity needs to be put into operation in all measures. These are stated as follows:

## II. MAKING WISE AND PRODUCTIVE DECISIONS

The employees are required to be well-equipped in terms of different factors and put into operation decision-making processes in terms of various aspects. The decision-making processes are regarded as an integral part of the working lives of the individuals. The different factors in terms of which these are made are, job duties, responsibilities, methodologies, procedures, approaches, techniques, infrastructure, amenities and facilities, different types of resources and so forth. The individuals, belonging to all positions in the NGOs need to be well-versed in terms of decision-making skills. They are required to make wise and productive decisions in terms of various factors. Hence, analysis needs to be conducted in terms of alternatives and options that are available. After the analysis is conducted, selection is made of the most suitable and worthwhile alternative or option. As a consequence, decisions made are facilitating on a comprehensive basis. The major objective is, these need to be approving to all the members and lead to up-gradation of overall structure of NGOs. Therefore, making wise and productive decisions is regarded as one of the indispensable measures to be implemented in enhancing functioning of non-government organizations and management.

### A. Implementing Management Functions Satisfactorily

The implementation of management functions of planning, organizing, directing, co-ordinating, controlling and leading are regarded to be of utmost significance. These functions are facilitating in administrating and managing all types of job duties and responsibilities in a well-organized manner. These need to be put into operation in a positive manner. Furthermore, the human resources are required to be well-informed in terms of different types of methodologies and procedures. With advancements taking place and with the advent of technologies, the individuals are to make use of different types of pioneering methodologies and materials. As a consequence, different types of job duties and responsibilities will be put into operation in an efficient manner. Furthermore, one will augment different types of skills and abilities. As a consequence, all types of setbacks will be overcome in an adequate manner.

Furthermore, these need to be prevented from assuming a major form and giving rise to impediments within the course of putting into operation different types of tasks and activities. Furthermore, desired outcomes will be generated. Therefore, implementing management functions satisfactorily is one of the significant measures to be implemented in enhancing functioning of non-government organizations and management.

### **B. Being Well-Versed Regarding Job Duties and Responsibilities**

All the members within non-government organizations are required to be well-informed in terms of different types of job duties and responsibilities. These are of different types, i.e. office work, preparation of reports, articles, projects, field-work and so forth. The individuals are required to put emphasis on leading to up-gradation of motivation and concentration levels. In this manner, their mind-sets will be stimulated towards putting into operation different types of job duties and responsibilities. As a consequence, they will contribute efficiently in doing well in all types of job duties and responsibilities and generating desired outcomes. These are complicated as well as manageable, these are put into operation in less amount of time or can be more time-consuming. One of the important aspects that needs to be taken into account is, positivity needs to be put into operation in all types of job duties and responsibilities. In addition, being well-versed in terms of different types of job duties and responsibilities will enable individuals to hone the traits of morality, ethics, diligence and conscientiousness. Therefore, being well-versed regarding job duties and responsibilities is a productive measure to be implemented in enhancing functioning of non-government organizations and management.

### **C. Being Well-Equipped Regarding Methodologies and Procedures**

All the members are required to be well-equipped regarding methodologies and procedures. These are referred to the ways to put into operation different types of tasks and activities in a well-ordered and regimented manner. With advancements taking place and with the advent of modernization and globalization, the individuals are to make use of different types of pioneering methodologies and procedures. As a consequence, all types of tasks and activities will be put into operation in an efficient manner. Furthermore, individuals will render an important contribution in meeting the expectations of others. One of the important aspects that needs to be taken into account is, positivity needs to be put into operation in all types of methodologies and procedures. In addition, being well-versed in terms of different types of job duties and responsibilities will enable individuals to hone the traits of morality, ethics, diligence and conscientiousness. Furthermore, they will obtain answers to all types of questions and clarify their doubts in terms of different types of subjects and concepts. Therefore, being well-equipped regarding methodologies and procedures is an expedient measure to be implemented in enhancing functioning of non-government organizations and management.

### **D. Managing Resources Satisfactorily**

The individuals, employed in all positions in the hierarchy are required to be well-informed in terms of ways of management of resources. This is regarded as vital in order to put into practice different tasks and activities in an appropriate manner. Furthermore, overall structure of non-government organizations will be enriched. The different types of resources that need to be managed are, financial, human, technical, material and information resources. The financial resources are regarded as monetary resources. These are utilized to make changes and fulfill all types of needs and requirements. Human resources are personnel. They are required to utilize their educational qualifications, competencies and abilities in an effective manner in different job duties. Technical resources are various types of technologies, i.e. computers, lap-tops, I pads, scanners, printers, photo-copiers, audio-visual aids and so forth. Material resources are tools, devices, machinery, equipment and apparatus. Information resources are, books, articles, reports, projects, newspapers, magazines, other reading materials and so forth. These are to be managed in carrying out different types of tasks and activities satisfactorily. Therefore, managing resources satisfactorily is an eminent measure to be implemented in enhancing functioning of non-government organizations and management.

### **E. Coping with Problems Adequately**

The occurrences of various types of problems are regarded as an integral part of the professional lives of the individuals. Within NGOs, when the individuals are carrying out different types of job duties and responsibilities, they are overwhelmed by various types of dilemmas and challenging situations. The different factors in terms of which these take place are, job duties, responsibilities, methodologies, procedures, techniques, work pressure, lack of implementation of time-management skills, unawareness in terms of various factors, lack of analytical, critical-thinking and problem-solving skills, scarcity of infrastructure, amenities and facilities, lack of resources and so forth. The individuals need to be well-versed in terms of problem-solving skills. These skills are facilitating in identifying the causes of problems. After the causes are identified, the individuals are required to make provision of useful solutions. Furthermore, these need to be prevented from assuming a major form and giving rise to impediments within the course of putting into operation different types of tasks and activities. Furthermore, other individuals will be pleased with the performance. Therefore, coping with problems adequately is a renowned measure to be implemented in enhancing functioning of non-government organizations and management.

### **F. Augmenting Analytical and Critical-Thinking Skills**

The individuals are required to be well-informed in terms of analytical and critical-thinking skills. These are the skills that are facilitating in carrying out different types of tasks and activities in a well-ordered and regimented manner.

# Understanding Significance of Non-Government Organizations and Management

The individuals, belonging to all positions in the hierarchy of the organizations are to be well-versed in terms of these skills. The reason being, these are facilitating in carrying out all tasks and functions in a satisfactory manner. The analytical skills are facilitating in conducting analysis in terms of alternatives and options that are available. After the analysis is conducted, selection is made of the most suitable and worthwhile alternative or option. On the other hand, critical-thinking skills are facilitating in putting into practice rational, logical and methodological thinking. These skills are regarded as vital in doing well in one's job duties and generating desired outcomes. Furthermore, different types of tasks and activities will be put into operation in a well-ordered and regimented manner. As a consequence, expectations of clients will be adequately met. Therefore, augmenting analytical and critical-thinking skills is a noteworthy measure to be implemented in enhancing functioning of non-government organizations and management.

## G. Taking out Sufficient Amount of Time for all Job Duties

It is apparently understood that different types of job duties are put into operation in more or less amount of time. Hence, individuals need to take out sufficient amount of time for all job duties. The individuals assign priorities to the tasks. The ones, which are more important are carried out first, whereas, the ones, which are less important are put into operation after the completion of more important ones. Procrastination is avoided. The individuals are normally overwhelmed with number of job duties and responsibilities. Hence, when they are wholeheartedly committed towards doing well in their job duties and generating desired outcomes, they are required to take out sufficient amount of time for all job duties. The individuals need to make sure, tasks and activities are not put into practice in haste. This may give rise to setbacks within the course of putting into operation different types of tasks and activities. Hence, individuals need to acquire an efficient understanding of methods and procedures to do well in their professions. Therefore, taking out sufficient amount of time for all job duties is a notable measure to be implemented in enhancing functioning of non-government organizations and management.

## III. INCULCATING THE TRAITS OF MORALITY AND ETHICS

The individuals need to be well-versed in terms of traits of morality and ethics. These are facilitating in differentiating between various types of appropriate and inappropriate factors; putting in efforts to one's best abilities; possessing the abilities to work under stress; coping with different types of problems and challenging situations in an adequate manner; being well-versed regarding job duties and responsibilities; being well-equipped regarding methodologies and procedures; coping with problems adequately; augmenting analytical and critical-thinking skills; taking out sufficient amount of time for all job duties; implementing the traits of diligence, resourcefulness and conscientiousness; promoting a normal mind-set and forming pleasant and amiable terms and

relationships with each other. As a consequence of being well-versed in terms of traits of morality and ethics, individuals will render an important contribution in promoting enrichment of overall structure of NGOs. Furthermore, they will contribute efficiently in retaining their jobs and incurring the feeling of job satisfaction. In addition, there will be an increase in motivation levels towards putting into operation their job duties. Therefore, inculcating the traits of morality and ethics is a useful measure to be implemented in enhancing functioning of non-government organizations and management.

## A. Implementing the Traits of Diligence, Resourcefulness and Conscientiousness

Implementing the traits of diligence, resourcefulness and conscientiousness is regarded to be of utmost significance in doing well in one's job duties and generating desired outcomes. Within NGOs, all the members employed, irrespective of their job positions in the hierarchy are required to put emphasis on honing these traits. Being well-versed in terms of job duties and methodologies will be facilitating in leading to up-gradation of these traits. As a consequence of being well-versed in terms of traits of diligence, resourcefulness and conscientiousness, individuals will render an important contribution in coping with different types of challenging situations in an adequate manner. Furthermore, these are prevented from giving rise to impediments within the course of achievement of desired goals and objectives. In addition, individuals will contribute in promoting enrichment of overall structure of NGOs. Furthermore, they will contribute efficiently in retaining their jobs and incurring the feeling of job satisfaction. In addition, there will be an increase in motivation levels towards putting into operation their job duties. Therefore, implementing the traits of diligence, resourcefulness and conscientiousness is an advantageous measure to be implemented in enhancing functioning of non-government organizations and management.

## B. Advantages of Enhancing Functioning of Non-Government Organizations and Management

The non-government organizations are found throughout the country. The job duties of the individuals are put into operation in a manner, so they render an important contribution in promoting community well-being. The individuals, employed need to be well-versed in terms of different types of job duties and methodologies that are facilitating in doing well in their job duties and generating desired outcomes (7 Scientific Benefits of Helping Others, n.d.[4]). When conducting research on non-government organizations and management, it is necessary to acquire an efficient understanding of advantages of enhancing functioning of non-government organizations and management. These are, acquiring an efficient understanding of social problems and their effects; utilizing modern, scientific and innovative methods and materials; helping individuals to augment their personality traits; assisting individuals to develop their motivation and concentration levels; promoting community well-being and leading to up-gradation of overall structure of NGOs. These are stated as follows:

### C. Acquiring an Efficient Understanding of Social Problems and their Effects

The individuals, belonging to both urban and rural communities throughout the country are overwhelmed by various types of social problems. These are related to poverty, illiteracy, gender inequality, crime and violence, and homelessness. Hence, the individuals employed in NGOs are engaged in different types of tasks and activities, which would prove to be favorable in promoting enrichment of living conditions of individuals. First and foremost, they need to acquire an efficient understanding of the causes of different types of social problems. In other words, it is necessary to know to what extent, individuals are being overwhelmed due to occurrences of these problems. After the causes are identified, measures are put into operation in terms of useful solutions, which would alleviate these problems. As a consequence, the unfavorable effects of these social problems are prevented from putting into operation various tasks in a successful manner. In other words, these need to get completely eliminated. Therefore, acquiring an efficient understanding of social problems and their effects is regarded as one of the indispensable advantages of enhancing functioning of non-government organizations and management.

### D. Utilizing Modern, Scientific and Innovative Methods and Materials

All the members are required to be well-equipped regarding different types of methodologies and materials in order to do well in their job duties. These are referred to the ways to put into operation different types of tasks and activities in a well-ordered and regimented manner. Some of the examples are, charts, maps, pictures, images, models, structures, designs, tools, devices, apparatus, machinery, equipment and various types of technologies. With advancements taking place and with the advent of modernization and globalization, the individuals are to make use of different types of modern, scientific and innovative methods and materials. As a consequence, all types of job duties and responsibilities will be put into operation in an efficient manner. Furthermore, individuals will render an important contribution in meeting the expectations of all the individuals, needing assistance. One of the important aspects that needs to be taken into account is, positivity needs to be put into operation in all types of methodologies and materials. Therefore, utilizing modern, scientific and innovative methods and materials is one of the significant advantages of enhancing functioning of non-government organizations and management.

### E. Helping Individuals to Augment their Personality Traits

The individuals, who have experienced detrimental effects in their lives, need assistance from individuals employed in non-government organizations. They make provision of counseling and guidance services, which would be facilitating in leading to an increase in motivation and concentration levels among individuals. The counselors are required to acquire an efficient understanding of the causes of different types of problems and their unfavorable effects. As a consequence, the individuals will generate information

in terms of their job duties and methods, which are necessary to carry them out in a well-ordered manner. The individuals need to augment their listening skills. These are facilitating in acquiring an efficient understanding of solutions. Furthermore, these need to be put into practice in a well-ordered and satisfactory manner. As a consequence, individuals will incur the feelings of pleasure and contentment and lead to up-gradation of overall personality traits. Therefore, helping individuals to augment their personality traits is an eminent advantage of enhancing functioning of non-government organizations and management.

### F. Assisting Individuals to Develop their Motivation and Concentration Levels

It is apparently understood that individuals, belonging to all communities, categories and socio-economic backgrounds have different types of goals and objectives to achieve. One of the common goals is to promote enrichment of overall standards of living. Hence, individuals are required to carry out different types of tasks and activities in an efficient manner. Furthermore, they need to augment motivation and concentration levels towards putting into practice different types of job duties and responsibilities. Accumulating financial resources is regarded to be of utmost significance. For this purpose, the individuals need to put emphasis on augmenting motivation and concentration levels. In addition, feelings of apprehensiveness and vulnerability need to be overcome. Individuals employed in non-government organizations make provision of counseling and guidance services, which would be facilitating in leading to an increase in motivation and concentration levels among the individuals, who are affected by detrimental situations. Therefore, assisting individuals to develop their motivation and concentration levels is a meaningful advantage of enhancing functioning of non-government organizations and management.

## IV. PROMOTING COMMUNITY WELL-BEING

In India, throughout the country in both urban and rural communities, individuals are overwhelmed by different types of problems and challenging situations. The individuals employed in non-government organizations are preparing themselves in an adequate manner to provide solutions to different types of problems that are experienced by individuals. As a consequence of putting into operation different types of methodologies and approaches in an adequate manner, individuals are imparted information in terms of ways of promoting enrichment of their overall quality of lives. The NGOs are imparting information among individuals in terms of various subjects, i.e. careers, settlement, morality, ethics, diligence, conscientiousness, innovation, technologies, skills, abilities, family well-being, health care and all other factors that would prove to be favorable in promoting enrichment of overall standards of living. Understanding and implementing the information will be advantageous to the individuals on a comprehensive basis.

# Understanding Significance of Non-Government Organizations and Management

Hence, it is well-understood that NGOs and management is promoting community well-being. Therefore, promoting community well-being is a worthwhile advantage of enhancing functioning of non-government organizations and management.

## A. Leading to Up-gradation of overall Structure of NGOs

Leading to up-gradation of overall structure of NGOs is regarded as one of the primary goals of individuals, belonging to all positions in the hierarchy of the organizations. In order to achieve this goal, there are various factors in terms of which individuals need to be aware, i.e. being well-versed regarding job duties and responsibilities; being well-equipped regarding methodologies and procedures; coping with various types of problems adequately; augmenting analytical and critical-thinking skills; taking out sufficient amount of time for all job duties; inculcating the traits of morality and ethics; implementing the traits of diligence, resourcefulness and conscientiousness; reinforcing a constructive approach; promoting a normal mind-set and forming pleasant and amiable terms and relationships with each other (The Importance of Management, 2020[5]). As a consequence of being well-versed in terms of all these essential factors, individuals will render an important contribution in promoting enrichment of overall structure of NGOs. Therefore, leading to up-gradation of overall structure of NGOs is a noteworthy advantage of enhancing functioning of non-government organizations and management.

## V. CONCLUSION

The non-government organizations have the primary goal of promoting community well-being. Furthermore, management has to be implemented satisfactorily. Measures to be implemented in enhancing functioning of non-government organizations and management are, making wise and productive decisions, implementing management functions satisfactorily, being well-versed regarding job duties and responsibilities, being well-equipped regarding methodologies and procedures, managing resources satisfactorily, coping with problems adequately, augmenting analytical and critical-thinking skills, taking out sufficient amount of time for all job duties, inculcating the traits of morality and ethics and implementing the traits of diligence, resourcefulness and conscientiousness. Advantages of enhancing functioning of non-government organizations and management are, acquiring an efficient understanding of social problems and their effects; utilizing modern, scientific and innovative methods and materials; helping individuals to augment their personality traits; assisting individuals to develop their motivation and concentration levels; promoting community well-being and leading to up-gradation of overall structure of NGOs. Finally, it can be stated, non-government organizations and management are contributing efficiently in promoting community well-being.

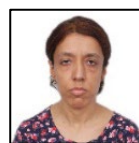
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