

Organized Navigation for Workload, Accountability, Routines, and Deadlines [O.N.W.A.R.D]

TIME MANAGEMENT AND PROCRASTINATION ANALYSIS SYSTEM

Name: Julian Perry R. Muñoz
Course & Section: BSIT 2C
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INTRODUCTION

Students in the current era face increasingly alarming attitudes when it comes to responsibilities. Some often than not, have developed short-term memory loses, short attention spans, and blatant procrastination. With the increasing demands of professional and academic skills of IT graduates, it is imperative that we, students, should exercise effective planning, prioritization, and self-discipline. Poor time management and procrastination are common issues that negatively affect not only academic and professional performance - but also students' lifestyle and stress levels.

This project is based on the study by Alyami et al.[2021], which examined the serverity of time management on students' academic performance. The project documentation highlights thow procrastination and weak time-management behaviors contribute to stress, unhealthy routines, and reduced academic efficiency.

PROBLEM DESCRIPTION

Many students are struggling to manage their academic responsibilities effectively due to procrastination and lack of structure planning. Tasks and projects are often delayed until the deadlines approach, which results in increased stress, poor sleep patterns, and reduced work quality.

According to Alyami et al. [2021], les than hald of students believed they managed their time well despite having prior knowledge regarding the benefits of preplanning. These behaviors lead to lifestyle imbalance, academic pressure, and decrease in overall health.

PROPOSED SOLUTION

ONWARD: Smart IT Task Management System

The proposed solution is ONWARD, a Smart IT Task Management System designed as a centralized digital platform for organizing, monitoring, and managing IT-related tasks. The system addresses issues of task fragmentation, missed deadlines, and poor coordination by providing structured planning and real-time task visibility.

ONWARD applies the **ONWARD** Framework (**Organized Navigation for Workload, Accountability, Routines, and Deadlines**) to improve workflow efficiency and reduce stress among users.

Target Users:

- IT students
- IT Post-Graduates
- IT Professionals

Key Features:

- Unified task dashboard for clear task organization
- Role-based task allocation to define responsibilities
- Automated reminders and deadline alerts
- Progress tracking and reporting for performance monitoring

Expected Impact:

- More structured and efficient workflows
- Fewer missed deadlines and reduced task errors
- Stronger coordination and teamwork
- Higher productivity and improved project outcomes

CONCLUSION

This mini project documentation exhibits procrastination and poor time management as a significant hurdle that heavily impacts students' lifestyle and stress levels. Based on Alyami et al. (2021), the implementation of structured planning and time-management strategies can improve academic outcomes while promoting healthier daily routines. Which, encourages students to manage time effectively leading to long-term academic success and well-being.

REFERENCES

Alyami, A., Abdulwahed, A., Azhar, A., Binsaddik, A., & Bafaraj, S. M. (2021). *Impact of time-management on the student's academic performance: A cross-sectional study*. Creative Education, 12, 471-485. <https://doi.org/10.4236/ce.2021.123033>