



Self - Awareness as a management tool

*¹ Dr. Hemlata Jain, ² Dr. Raj Kumari

¹ Assistant Professor English, Hindustan College of Science & Technology, Farah, Mathura, Uttar Pradesh, India

² Assistant Professor Economics, Hindustan College of Science & Technology, Farah, Mathura, Uttar Pradesh, India

Abstract

Managing change at workplace is a challenge that each of us must approach with care and planning. As we develop self-awareness we are able to make changes in the thoughts and interpretations we make in your mind. Self-awareness is one of the rarest of human commodities. The concept of self-awareness represents the ability of an individual to clearly understand his or her own strengths, weaknesses, emotions, values, natural inclinations, tendencies and motivation. It can also be defined as the understanding of the very core of one's own identity. The level of importance of self-awareness varies in different cultures. Changing the interpretations in your mind allows you to change your emotions. Self-awareness is one of the attributes of Emotional Intelligence and an important factor in achieving success. Until we are aware in the moment of our thoughts, emotions, words, and behavior, you will have difficulty making changes in the direction of our life. Having a clear understanding of our thought and, behavior patterns helps you understand other people. This ability to empathize facilitates better personal and professional relationships. This research paper intends to have the capacity for introspection, self-investigation; exploration to manage professional/ business as well as personal work settings.

Keywords: self-awareness, exploration, emotional intelligence, professional relationship, behavior patterns

Introduction

Today, world leaders, business executives, managers and pretty much anyone in positions of power are aware of the importance of being self-aware. Being self-aware is not something that is limited only to business people or professionals in their work settings. It is a quality that all human beings should possess. Before knowing anything else, we have to know who you are first – your strengths, your weaknesses, your desires and motivations, your personal beliefs and perceptions. In other words, you have to have the capacity for introspection, self-investigation; exploration to ensure sustained relationship and success in our personal as well as professional /business world.

Self-Awareness meansKnowing one's own --

- Attitudes
- Feelings
- Motives
- Desires
- Strengths and weakness
- Accurate self-Assessment

The self-aware person is someone

- One who acts according to one's natural acceptance?
- Who knows what he is good at, and what he lacks
- Who acknowledges that he still has much to learn
- Who owns up to his mistakes, accepting that something is due to his fault or shortcomings, and makes apologies for them
- Who actually listens during conversations and asks the right and necessary questions
- Who think before acting, considering how their actions

will affect others

- One who is able to live with harmony and has the sense of right understanding

Why Self Awareness?

However, once you start exploration, you are surprised at the things that you discover. You might even think, at one point, whether that person you are looking at, is really you. If you get to that point, you have to give yourself a pat on the back. It means you are starting to become self-awarded; so let us identify the reasons why self-awareness is very important.

▪ Self-improvement

Self-improvement is considered to the main purpose of introspection. One cannot know that there is something within them that needs to be changed unless they recognize what is wrong or lacking with them and, they can't.

▪ Establishment of your identity and individuality

Many people go through life not really entirely sure about their goals, much less their desires and short-term objectives. If you know who you are and you are clear on your identity, you will have more confidence – in making important choices and decisions, in your actions and in the conduct of your relationships with other people. You are able to identify what your areas of strengths are, so you know how to build on them. You will feel more empowered to make changes because you clearly know what aspects of yourself you would like to improve on. Ultimately, this will leads to your success.

▪ Professional Setting

Becoming self-aware is your first step towards mastering your

life. You will be able to create what you want precisely because you KNOW what you want. Your self-awareness will give you the guidance that you need and point you to the right direction. Since you are in control of your emotions, you will know where to focus your thoughts, emotions, and efforts. You can set your goals, and go about achieving them, one by one.

▪ **Harmonious Relationships**

Whether personal or professional, relationships take a lot of work, and they are vulnerable to emotional turmoil and upheaval. If you are in control of your emotions, you can also have control on how your relationships go. Getting a handle on relationships is a trait of a self-aware individual, because it means that they can easily adapt to an environment where they have to interact with other people.

Key areas for self-awareness

Self-awareness is developed through practices in focusing your attention on the details of your personality and behavior. Key areas for self-awareness include our -

- Personality traits
- Personal values
- Habbits
- Emotions
- Psychological needs

Let's examine some theories to know ourselves

The Johari Window has four regions or areas, representing the Self.

1. Open Area

What a person knows about himself that is also known by other people. This is the part that is considered an open book. Everyone, especially you, knows about it. Of course, there may be differences in how you view yourself and how others see you, but the point is that you are aware of it, and so are the others.

2. Blind Area

What a person does not know about himself, but is known by other people. There are things that others see in you, but you are completely unaware of. For example, some people may view you as someone who is arrogant or full of yourself, when you think that you are simply confident. Or they may think that you have the potential to be a good leader if you only try, while stepping up to lead is a concept that sounds very alien and scary to you.

3. Hidden Area

What a person knows about him, but is not known by others. These are the parts that you keep private, and refuse to show to others, for reasons that may be known only to you. There are people who claim to be leading "double lives", where they show one side to others, but are keeping an aspect of themselves hidden from view.

4. Unknown Area

What a person does not know about himself, that is also unknown by others. This is the part of yourself that no one

knows about, least of all you. When they are tapped into or unleashed, you will be surprising both yourself and the people around you.

Maslow's hierarchy of needs

Hierarchy of need theory was propounded by Abraham Maslow. Maslow identified five levels of needs for self-awareness.



Fig 1

1. Physiological Needs

The physiological needs, is the basic level in the hierarchy. It is also known as basic need. The need of hunger, thirst, sleep, and sex are some examples, According to the theory, once these basic needs are satisfied, they no longer motivate. For example, a starving person will strive to obtain a food that is within reach. However, after eating food, the person will not strive to obtain another one and will be motivated only by the next higher level of needs.

2. Safety Needs

The second level of needs is safety need, which is equivalent to security need. Maslow stressed emotional as well as physical safety. The whole organism may become a safety-seeking mechanism.

3. Belongingness Need

This level of need corresponds to the affection and affiliation needs. A more appropriate word describing this level would be "social", which is important for motivators. These include need for love, for acceptance and for giving and receiving friendship.

4. Esteem Need

The esteem level represents the higher needs of humans. The need for power, achievement, and status can be considered part of this level. Maslow carefully pointed out that the esteem level contains both self-esteem and esteem from others. It is a need for knowledge or cognitive need.

5. Self-Actualization

This level represents the culmination of all the lower, intermediate, and higher needs of humans. People who have become self-actualized are self-fulfilled and have realized all

their potential. It is the need for realizing one's own potentialities and for continual self-development. In effect, self-actualization is the person's motivation to transform perception of self into reality.

Thus, it is observed through the above theories that until we are aware about our needs and strength we will not be able to manage our personal as well as professional activities. Achieving success in life requires a proper examination of oneself, failure to do this will definitely lead to failure in life. This failure arises from the fact that you lack basic understanding of your capabilities, potentials, talents, passions, feelings etc. it is pertinent you note this fact: Self-knowledge helps you to know yourself more than anyone else; it gives you a high level of self-confidence.

Success through self awareness

Every man is a unique being, possessing unique abilities, purpose, capabilities etc. Now the question is: "How can I discover my potentials?" One can know his potentials and divine abilities through self-reflection and proper knowledge of where one is potentially fitted for success. But it is quite unfortunate that many individuals dig their well of poverty and unhappiness by jumping into areas of life where they are not potentially fitted and thereby, resulting to failure and frustration in life. Self-Awareness within us is the only symbol of our right understanding. Research has proven that great and successful individuals we know today were people who looked into themselves, discovered themselves, discovered their talents, weaknesses, strengths etc. and harnessed their in-born divine abilities. The capability and awareness of potentialities of great men like Bill Gates, Ben Carson, launched them into tremendous success in life. Despite his family background, he became great in his time because he discovered himself and his potentials. These men have shown that self-awareness pays

Conclusion

'I think self-awareness is probably the most important thing towards being a champion.' Billie Jean King. It is realized and concluded through the above discussion that it's our self-image, the picture we hold of ourselves in our minds, that becomes the key to our lives and management because Self-awareness is the ability to take an honest look at our life without any attachment to it being right or wrong, good or bad. It is also accepted by psychologists that an individual's overt behavior is the result of his internal mental conditions. We might quickly assume that we are self-aware, but it is helpful to have a relative scale for awareness. Thus, Management of professional and personal work settings on the basis of self-investigation and experiential validation can ensure success within us. Once self-exploration and self - Understanding are activated; we are able to see the reality as it is to manage our internal as well as external work activities. So it is never too late to get started. We all have the capacity for self-awareness.

References

1. Anna Phillip G. Selg awareness and Emotional Consequences of Self-Discrepancies, Personality and Social Psychology Bulletin, SAGE Publications, 2001.

2. Dr. Jayashree V. Self-Awareness: The Starting point of Change in Individuals – An Empirical Analysis. Journal of Contemporary Research In Management, 2011.
3. Kalaiyaran M, Dr. Daniel Solomon M. Importance of Self-Awareness in Adolescence – A Thematic Research Paper, IOSR Journal of Humanities and Social Science (IOSR-JHSS). 2016; 21(1):19-22.
4. <https://books.google.com> › Language Arts & Disciplines › Linguistics › General
5. <http://www.slideshare.net/patriciamariepineda/selfintrospection>
6. [www.nurseeducationtoday.com/article/0260-6917\(90\)90205-5/references](http://www.nurseeducationtoday.com/article/0260-6917(90)90205-5/references)
7. www.scienceandnonduality.com/Consciousness