Online ISSN : 2249-460X
Print ISSN : 0975-587X
DOI : 10.17406/GJHSS

Global Journal

of Human Social Sciences: H

Interdisciplinary

Challenges of Diaspora

Relations for Human Development

Highlights

The Design and Construction

Filing and Computerized System

Discovering Thoughts, Inventing Future

VOLUME 16 ISSUE 3 VERSION 1.0

© 2001-2016 by Global Journal of Human Social Sciences, USA

Global Journal of Human-Social Science: H
Interdisciplinary

Global Journal of Human-Social Science: H
Interdisciplinary

Volume 16 Issue 3 (Ver. 1.0)

Open Association of Research Society

© Global Journal of Human Social Sciences. 2016.

All rights reserved.

This is a special issue published in version 1.0 of "Global Journal of Human Social Sciences." By Global Journals Inc.

All articles are open access articles distributed under "Global Journal of Human Social Sciences"

Reading License, which permits restricted use. Entire contents are copyright by of "Global Journal of Human Social Sciences" unless otherwise noted on specific articles.

No part of this publication may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopy, recording, or any information storage and retrieval system, without written permission.

The opinions and statements made in this book are those of the authors concerned. Ultraculture has not verified and neither confirms nor denies any of the foregoing and no warranty or fitness is implied.

Engage with the contents herein at your own risk.

The use of this journal, and the terms and conditions for our providing information, is governed by our Disclaimer, Terms and Conditions and Privacy Policy given on our website http://globaljournals.us/terms-and-condition/menu-id-1463/

By referring / using / reading / any type of association / referencing this journal, this signifies and you acknowledge that you have read them and that you accept and will be bound by the terms thereof.

All information, journals, this journal, activities undertaken, materials, services and our website, terms and conditions, privacy policy, and this journal is subject to change anytime without any prior notice.

Incorporation No.: 0423089
License No.: 42125/022010/1186
Registration No.: 430374
Import-Export Code: 1109007027
Employer Identification Number (EIN):
USA Tax ID: 98-0673427

Global Journals Inc.

*(A Delaware USA Incorporation with "Good Standing"; **Reg. Number: 0423089**)*

Sponsors: Open Association of Research Society
Open Scientific Standards

Publisher's Headquarters office

Global Journals® Headquarters
945th Concord Streets,
Framingham Massachusetts Pin: 01701,
United States of America
USA Toll Free: +001-888-839-7392
USA Toll Free Fax: +001-888-839-7392

Offset Typesetting

Global Journals Incorporated
2nd, Lansdowne, Lansdowne Rd., Croydon-Surrey,
Pin: CR9 2ER, United Kingdom

Packaging & Continental Dispatching

Global Journals
E-3130 Sudama Nagar, Near Gopur Square,
Indore, M.P., Pin:452009, India

Find a correspondence nodal officer near you

To find nodal officer of your country, please email us at *local@globaljournals.org*

eContacts

Press Inquiries: *press@globaljournals.org*
Investor Inquiries: *investors@globaljournals.org*
Technical Support: *technology@globaljournals.org*
Media & Releases: *media@globaljournals.org*

Pricing (Including by Air Parcel Charges):

For Authors:
22 USD (B/W) & 50 USD (Color)
Yearly Subscription (Personal & Institutional):
200 USD (B/W) & 250 USD (Color)

Integrated Editorial Board
(Computer Science, Engineering, Medical, Management, Natural Science, Social Science)

John A. Hamilton,"Drew" Jr.,
Ph.D., Professor, Management
Computer Science and Software Engineering
Director, Information Assurance Laboratory
Auburn University

Dr. Henry Hexmoor
IEEE senior member since 2004
Ph.D. Computer Science, University at Buffalo
Department of Computer Science
Southern Illinois University at Carbondale

Dr. Osman Balci, Professor
Department of Computer Science
Virginia Tech, Virginia University
Ph.D. and M. S. Syracuse University, Syracuse, New York
M. S. and B. S. Bogazici University, Istanbul, Turkey

Yogita Bajpai
M.Sc. (Computer Science), FICCT
U.S.A.Email:
yogita@computerresearch.org

Dr. T. David A. Forbes
Associate Professor and Range Nutritionist
Ph.D. Edinburgh University - Animal Nutrition
M. S. Aberdeen University - Animal Nutrition
B. A. University of Dublin- Zoology

Dr. Wenying Feng
Professor, Department of Computing & Information Systems
Department of Mathematics
Trent University, Peterborough,
ON Canada K9J 7B8

Dr. Thomas Wischgoll
Computer Science and Engineering,
Wright State University, Dayton, Ohio
B.S., M.S., Ph.D.
(University of Kaiserslautern)

Dr. Abdurrahman Arslanyilmaz
Computer Science & Information Systems Department
Youngstown State University
Ph.D., Texas A&M University
University of Missouri, Columbia
Gazi University, Turkey

Dr. Xiaohong He
Professor of International Business
University of Quinnipiac
BS, Jilin Institute of Technology; MA, MS, PhD,. (University of Texas-Dallas)

Burcin Becerik-Gerber
University of Southern California
Ph.D. in Civil Engineering
DDes from Harvard University
M. S. from University of California, Berkeley
& Istanbul University

Dr. Bart Lambrecht
Director of Research in Accounting and Finance Professor of Finance
Lancaster University Management School
BA (Antwerp); MPhil, MA, PhD (Cambridge)

Dr. Carlos García Pont
Associate Professor of Marketing
IESE Business School, University of Navarra
Doctor of Philosophy (Management), Massachusetts Institute of Technology (MIT)
Master in Business Administration, IESE, University of Navarra
Degree in Industrial Engineering, Universitat Politècnica de Catalunya

Dr. Fotini Labropulu
Mathematics - Luther College
University of ReginaPh.D., M.Sc. in Mathematics
B.A. (Honors) in Mathematics
University of Windso

Dr. Lynn Lim
Reader in Business and Marketing
Roehampton University, London
BCom, PGDip, MBA (Distinction), PhD, FHEA

Dr. Mihaly Mezei
ASSOCIATE PROFESSOR
Department of Structural and Chemical Biology, Mount Sinai School of Medical Center
Ph.D., Etvs Lornd University
Postdoctoral Training,
New York University

Dr. Söhnke M. Bartram
Department of Accounting and Finance Lancaster University Management SchoolPh.D. (WHU Koblenz)
MBA/BBA (University of Saarbrücken)

Dr. Miguel Angel Ariño
Professor of Decision Sciences
IESE Business School
Barcelona, Spain (Universidad de Navarra)
CEIBS (China Europe International Business School).
Beijing, Shanghai and Shenzhen
Ph.D. in Mathematics
University of Barcelona
BA in Mathematics (Licenciatura)
University of Barcelona

Philip G. Moscoso
Technology and Operations Management
IESE Business School, University of Navarra
Ph.D in Industrial Engineering and Management, ETH Zurich
M.Sc. in Chemical Engineering, ETH Zurich

Dr. Sanjay Dixit, M.D.
Director, EP Laboratories, Philadelphia VA Medical Center
Cardiovascular Medicine - Cardiac Arrhythmia
Univ of Penn School of Medicine

Dr. Han-Xiang Deng
MD., Ph.D
Associate Professor and Research
Department Division of Neuromuscular Medicine
Davee Department of Neurology and Clinical Neuroscience Northwestern University
Feinberg School of Medicine

Dr. Pina C. Sanelli
Associate Professor of Public Health
Weill Cornell Medical College
Associate Attending Radiologist
NewYork-Presbyterian Hospital
MRI, MRA, CT, and CTA
Neuroradiology and Diagnostic Radiology
M.D., State University of New York at Buffalo, School of Medicine and Biomedical Sciences

Dr. Roberto Sanchez
Associate Professor
Department of Structural and Chemical Biology
Mount Sinai School of Medicine
Ph.D., The Rockefeller University

Dr. Wen-Yih Sun
Professor of Earth and Atmospheric Sciences Purdue University Director National Center for Typhoon and Flooding Research, Taiwan
University Chair Professor
Department of Atmospheric Sciences, National Central University, Chung-Li, Taiwan University Chair Professor
Institute of Environmental Engineering, National Chiao Tung University, Hsin-chu, Taiwan. Ph.D., MS The University of Chicago, Geophysical Sciences
BS National Taiwan University, Atmospheric Sciences
Associate Professor of Radiology

Dr. Michael R. Rudnick
M.D., FACP
Associate Professor of Medicine
Chief, Renal Electrolyte and Hypertension Division (PMC)
Penn Medicine, University of Pennsylvania
Presbyterian Medical Center, Philadelphia
Nephrology and Internal Medicine
Certified by the American Board of Internal Medicine

Dr. Bassey Benjamin Esu
B.Sc. Marketing; MBA Marketing; Ph.D Marketing
Lecturer, Department of Marketing, University of Calabar
Tourism Consultant, Cross River State Tourism Development Department
Co-ordinator , Sustainable Tourism Initiative, Calabar, Nigeria

Dr. Aziz M. Barbar, Ph.D.
IEEE Senior Member
Chairperson, Department of Computer Science
AUST - American University of Science & Technology
Alfred Naccash Avenue – Ashrafieh

President Editor (HON.)

Dr. George Perry, (Neuroscientist)
Dean and Professor, College of Sciences
Denham Harman Research Award (American Aging Association)
ISI Highly Cited Researcher, Iberoamerican Molecular Biology Organization
AAAS Fellow, Correspondent Member of Spanish Royal Academy of Sciences
University of Texas at San Antonio
Postdoctoral Fellow (Department of Cell Biology)
Baylor College of Medicine
Houston, Texas, United States

Chief Author (HON.)

Dr. R.K. Dixit
M.Sc., Ph.D., FICCT
Chief Author, India
Email: authorind@computerresearch.org

Dean & Editor-in-Chief (HON.)

Vivek Dubey(HON.)
MS (Industrial Engineering),
MS (Mechanical Engineering)
University of Wisconsin, FICCT
Editor-in-Chief, USA
editorusa@computerresearch.org

Sangita Dixit
M.Sc., FICCT
Dean & Chancellor (Asia Pacific)
deanind@computerresearch.org

Suyash Dixit
(B.E., Computer Science Engineering), FICCTT
President, Web Administration and
Development , CEO at IOSRD
COO at GAOR & OSS

Er. Suyog Dixit
(M. Tech), BE (HONS. in CSE), FICCT
SAP Certified Consultant
CEO at IOSRD, GAOR & OSS
Technical Dean, Global Journals Inc. (US)
Website: www.suyogdixit.com
Email:suyog@suyogdixit.com

Pritesh Rajvaidya
(MS) Computer Science Department
California State University
BE (Computer Science), FICCT
Technical Dean, USA
Email: pritesh@computerresearch.org

Luis Galárraga
J!Research Project Leader
Saarbrücken, Germany

Contents of the Issue

i. Copyright Notice
ii. Editorial Board Members
iii. Chief Author and Dean
iv. Contents of the Issue

1. Social Relations for Human Development. *1-10*
2. Nigeria and Outsourcing for Sustainable Development: The Performance Challenges of Diaspora Nigerians. *11-23*
3. Proper Filing and Computerized System as a Tool for Successful Business Operations in Ghanaian Tertiary Institutions. *25-30*
4. Gathering Meaningful Artifacts Integrating the Technology of E-Portfolio into Health Care Professional Education. *31-33*

v. Fellows
vi. Auxiliary Memberships
vii. Process of Submission of Research Paper
viii. Preferred Author Guidelines
ix. Index

Global Journal of human-social science: H Interdisciplinary
Volume 16 Issue 3 Version 1.0 Year 2016
Type: Double Blind Peer Reviewed International Research Journal
Publisher: Global Journals Inc. (USA)
Online ISSN: 2249-460X & Print ISSN: 0975-587X

Social Relations for Human Development

By Borislav Gordic
Varaždin University

Summary- The first part of the paper points to the fact that the history of development of human society is largely based on violence against man and nature. Enormous differences in the development of the human community are continuing to grow creating thereby tensions in each human community and between various societies. All these developments call for changes in which man will be the subject and object of development, particularly the development of man as an individual. To that end, the model of civic initiative is suggested. Social conditions for such development should be based on relations that treat capital, knowledge and labour equally. In addition, this requires the necessary political and legislative changes based on a higher level of direct participation of the population in the creation and implementation of social community development. Accordingly, a different kind of science and different types of upbringing and education are required that will enable the heightening of both individual and collective awareness.

Keywords: social relations, human development, civic initiative, political system, science and education.

GJHSS-H Classification: FOR Code: 130210

SOCIALRELATIONSFORHUMANDEVELOPMENT

Strictly as per the compliance and regulations of:

Research | Diversity | Ethics

© 2016. Borislav Gordic. This is a research/review paper, distributed under the terms of the Creative Commons Attribution-Noncommercial 3.0 Unported License http://creativecommons.org/licenses/by-nc/3.0/), permitting all non-commercial use, distribution, and reproduction in any medium, provided the original work is properly cited.

Social Relations for Human Development

Borislav Gordic

Summary- The first part of the paper points to the fact that the history of development of human society is largely based on violence against man and nature. Enormous differences in the development of the human community are continuing to grow creating thereby tensions in each human community and between various societies. All these developments call for changes in which man will be the subject and object of development, particularly the development of man as an individual. To that end, the model of civic initiative is suggested. Social conditions for such development should be based on relations that treat capital, knowledge and labour equally. In addition, this requires the necessary political and legislative changes based on a higher level of direct participation of the population in the creation and implementation of social community development. Accordingly, a different kind of science and different types of upbringing and education are required that will enable the heightening of both individual and collective awareness.

Keywords: social relations, human development, civic initiative, political system, science and education.

I. Introduction

Analyzing the history of the development of man and the human community it can be concluded that in the first few tens of thousands of years there was practically no actual development of life and work in the human community since this period was characterized by the struggle for survival and spontaneous perception of the environment. The beginning of development as a result of human reflection appears approximately 3000-4000 BC and evolves very slowly with minimal improvements in living and working conditions. [1] Serious, organized and planned development practically began 200 years ago with the industrial revolution, gaining particular intensity in the last 70 years.

The development path of human civilization is marked by numerous wars, even genocides, warranting the question of the actual civilization levels of all hitherto societies. The entire period is characterized by conquests the purpose of which was the greedy acquisition of material riches and power without sufficient concern about the development of society on the whole. Class division and differences only deepened in correlation with the development of societies founded on the exploitation of man and nature. Of particular concern is the change from labour-class relations to ownership-class relations in which capital took over the leading role both in economic as well as social relations diminishing thereby even more the position of man as a subject of developmental processes [2].Relations in society are fundamentally changing to the detriment of the majority and the centres of power, through globalization and other processes, primarily achieve their own interests while democratic processes are more a decor than an objective reality.

Man has alienated himself from nature to the extent that he has destroyed the environment on which survival on Earth depends and exhausted natural resources to the limit bringing thereby into question further development and development along the hitherto premises. The undisputable progress of science which began during the period prior to the Modern age, was not always in the function of the development of human society as a whole although it is considered a common good. The greatest benefits were reaped by individual groups with great economic and social power and most frequently to the detriment of the social community.

Regardless of the considerable progress achieved in upbringing and education a large part of the world still lives in ignorance and poverty. In that regard religion and tradition are to a considerable degree the deterrents of further development, in the first place of man as an individual. The absence of that part of development is an impediment to improved and more humane relations among people both in small and large social communities. Communication is more difficult not only due to cult urological reasons but also because of the different interests between the rich and the poor, on the basis of race, geographic location and a number of other reasons. The differences in inequality between social communities have significantly increased in proportion to economic growth and have never been greater [3]. In such circumstances any over excessive difference between individuals, sections of society or specific social groups always causes conflicts and wars. The most surprising fact is that in spite of the impressive economic growth in the last 60-70 years the gap between the rich and poor has increased even more. [4]. Regardless of natural and other resources, climatic and other conditions the differences in the levels of development of various parts of the works are huge. Apart from the period of the original community in all other so called civilization eras differences between individuals in society increased in the process of which man as an individual and society as a whole were not the priority goals of development. The most tragic fact in this regard is that the gap between rich and poor individuals and societies were to a lesser degree the result of knowledge and capabilities. The greater part of

Author: Draškovićeva 57, Zagreb/ University North, Varaždin University Centre, Croatia. e-mail: gordicb@yahoo.com

© 2016 Global Journals Inc. (US)

these differences came about through violence against and exploitation of both the human community and nature and which is, unfortunately, largely true even today. The differences are a confirmation that real, common developmental goals of human society still do not exist and the continuation of such a social development process will lead to serious conflicts on various grounds. The necessity of channelling future development toward the needs and objectives of human society as a whole, without imposing any forms of power or pressure is more than evident.

II. Necessary Developmental Changes

The necessary changes in the approach to development and social relations are substantiated not only by the above but also by numerous works of scientist dealing with the topic. The key determinant for developmental changes is the precept that income is the instrument of development and the ultimate goal - man's development in the sense of his increased possibilities to make choices in regard to his life and work. This is at the same time the departure point for the achievement of the basic postulate of human development in which **man is both the subject and object of development** with the ultimate goal being the wellbeing of man and human society on the whole.

The examples of the intensive development of some countries show that increased GNP growth rates do not result in lowering social and economic loss of the greater part of the population of those countries. Even in developed countries high income is not a shield against problems such as violence, crime, drugs, homelessness and family disintegration. This goes to confirm that in order to achieve higher levels of man's development different forms of human skills should be used. In other words, it is possible to look upon human development as a process of increasing the number of choices available to the individual as well as enhancing man's capacity to make choices. To that end it is necessary to render man capable of recognizing and interpreting the reality he lives in which, on the other hand, requires civic courage, readiness for risks in making decisions and non-acceptance of others making choices for him and on behalf of all [5].Economic growth has without any doubt a significant impact on human development but it should be borne in mind that in the process the quality of growth is just as important as it volume. The relationship between the quality and volume of growth will determine the quality and characteristics of development so if man's development is set as the key goal greater productivity of society as a whole can be expected as well as greater care for environmental protection and diminishing poverty and thereby greater social stability.

Human development implies qualifying man for such development, his active role in life and work, man as creator and only user of the fruits of development. In the process it is important to keep in mind that this development should be the result of man's free choice and not something imposed on him or of him becoming only the executor of someone else's ideas and decisions. Of course, it goes without saying that human development should include everyone, regardless of race, gender, age, disability and religion since any limitation of choices limits the process of man' sand society's development. It is, however, important to emphasize at this point that equal opportunities do not imply equality in results and their use. These differences can be quite significant but should be based on objectively established results of the contribution of individuals to the development of the social community.

The basic foundations of the significance and needs of changing developmental processes in the sense of humanness have been laid quite a while back by Abraham Maslow [6] and Carl Rogers [7].The claim that people are essentially good, that every person is unique and has the potential to develop, certainly stand true in high percentages. It is necessary to ensure to people not to depend on the opinions and inclinations of others, to have their own criteria of satisfaction and have the possibility of personal development. There should be no fear that the vast majority of people will not know the difference between good and bad, that they are open, spontaneous and flexible and with a propensity to exploration. People want to know, learn and understand for the very sake of knowledge and comprehension and not only to satisfy specific needs. Almost every individual has the will and wish to grow in a positive way and develop his potentials, an aspiration of all living beings, which can be prevented, to a greater or lesser degree, by numerous exterior circumstances.

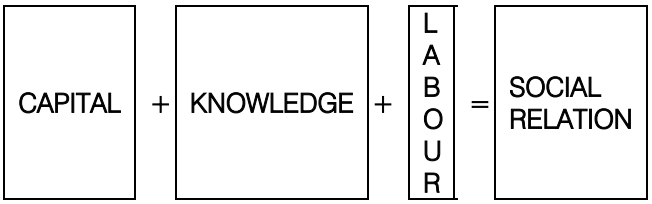
III. Social Conditions of Human Development

Even from the brief analysis of the history of the development of man and human society it is evident that this development was predominantly based on the use of force, power, class position and exploitation wherein one part of the human community was developing while the other was struggle to survive. Today, practically throughout the globe social relations are exclusively based on the ownership of capital and other assets to the extent that part of the assets and ownership belonging to the entire social community are used mostly in the interest of those who already have the capital and the assets. In addition, the contribution of labour and knowledge is diminished in the distribution of new values which creates even greater social differences both on the levels of the individual as well as the social community.

The existing social relations that are based on capital cannot be considered socially objective. Even if

© 2016 Global Journals Inc. (US)

the initial (primitive) accumulation of capital is accepted, regardless of the fact that it is most frequently reduced to pure plunder and crime, the problem of investment remains where the owner of the initial capital borrows money from banks or similar institutions and returns it through the work and knowledge of others. The new value of the assets is exclusively regarded as ownership of the investor of the capital even when the added value is acquired through the exploitation of society's natural resources. The injustice is even greater when the generated profit is shared only on the basis of the invested capital, namely, ownership of assets as capital. In order to create the required economic foundations and more just percept of development and achievement of objectives in the general and individual interest it is necessary to base social relations on three equally worthy elements which are **capital, knowledge and labour**.



In the process the term **labour** implies the routine, qualified execution of specific job assignments pre-defined and set by the employee's executive branch. **Knowledge** implies the creative, expert and scientific work of part of the employees in the system, or from other systems, who participate in the creation of the system, process and its development. It goes without saying that capital does not acquire new value without the participation of knowledge and labour, so there is no reason for not being treated equally in a given system. How large the share of capital on the one hand, and labour and knowledge on the other, will be in the system depends on its structure and field of activity.

This proposed social relations model is analogous to Einstein's tenet from the theory of relativity, namely, that *space, energy and mass cannot be viewed separately* since they form the unique whole of the universe. Accordingly, a social relation based on the unity of capital, knowledge and labour should be the basis or at least the transitional form toward integral and coordinated human development. In social relations established in this manner man is ensured greater freedom which is proportionate with his management of the means of life and work, namely, he becomes free when he becomes the subject of his fate, his will. Today his knowledge and labour are not treated as capital, preventing thus the development of his freedom by the existing limitations of current social relations.

The justification of this proposal is grounded in the fact that in the last 20 years an increasing number of individuals acquired capital in form of shares of some business system at the expense of their labour and applied knowledge in that system. This circle of individuals is constantly growing so in addition to top management, the members of the lower level management also acquire capital in this manner, including experts-specialists. The second example which confirms the appropriateness and possibility of such social relations are the numerous, large, middle and small enterprises founded with minimum capital that have become world known and important companies that developed on the basis of the knowledge and work of their employees. Therefore there are no obstacles that would prevent the inclusion of all participants in business operations initiated on the basis of such relations.

Another set of examples ascertains the justifiability of implementing the proposed social relations, namely, the fact that today numerous successful companies have greater value on the market than the value of their assets, namely, capital. The gap between the material and market values is exclusively the result of knowledge and labour and should not be attributed only to the owners of capital.

When assets and funds in the ownership of the state are at stake, it is first necessary to clarify that they belong to all members of the social community and that all of them should benefit from that. Unfortunately, today we are witnessing that the greatest benefits from the enormous riches of a society-state are enjoyed by the owners of business systems linked to their exploitation (natural resources) and politicians and state employees. Significant changes are required in this segment as well in which it is necessary to establish a social relation between the state-authority and the members of society. Therefore, the revenues collected through taxation should be the only funds for financing state and local administration institutions.

Within the proposed model of social relations it is necessary to make another crucial change in the interest of each individual and social community as a whole. This change relates to all funds generated by the exploitation of natural and other resources (concessions, rent, etc.) at the disposal of society and which should not be used only for covering the management costs of the state and local authorities. Considering that they belong to all members of the social community those resources should be used exclusively for development programmes in the interest of all members of a social society in accordance with needs and set objectives.

There can be a number of answers to the question of how to achieve the proposed social relations, whereby the worst solution would certainly be one imposed by force. It is a matter of the awareness and responsibility of social leaders, in the function of peace and the more secure survival of man and his

© 2016 Global Journals Inc. (US)

environment. The transition to social relations in which capital, knowledge and labour are treated in the same manner is possible to achieve in a relatively short period of time because in each business system the share of capital, labour and knowledge can be established quite precisely and unequivocally. It goes without saying that the ownership of a system cannot be appropriated by any legal or forceful way but it can become a process of the future development of that system. It is by no means a revolution of forceful change of social relations but an agreement and decision on how to establish future relations in society with a view to human development and the building of improved relations in society. On the other hand it is a known fact that people take their jobs and responsibilities more seriously when their property is at stake so it is realistic to expect not only the greater engagement of individuals in the system where they are co-owners but also more intensive work on their own development in view of better future results.

Whether we want to acknowledge it or not, we live in times were capital reigns, a fact that is further aggravated by negative developments in the process of globalization. Numerous examples can confirm that individuals and groups have acquired their capital mainly through the exploitation of people and even more so by seizing the resources which belong to everyone in society. It would therefore be appropriate and humane to make a minimal correction in social relations and have work and knowledge be treated as capital in every development process, in every segment of man's life and work.

IV. Political and Legal Conditions of Human Development

The political framework of every social community is the **state** as a system of a national or nationally mixed community of people with its institutions and bodies and the framework includes political parties, social and political movements, non-governmental organizations and other interest groups. Although politics is usually associated with governments, political behaviour can be observed in any group or institution made up of individuals. Politics implies an initial diversity of opinions so the conciliation of differences among the key stakeholders is also one of its goals that can be achieved by proposing solutions deemed rational and appropriate.

The main purpose of political parties is to gain power at elections which are the usual mechanism of representative democracy. The function of political parties boils down to the execution of power once they had won at the elections or in preparation to come into power. Unfortunately, once they do come into power, political parties mostly manifest their power of ruling society and in very small measure the power of serving the people who have chosen them to manage society.

The existing methods of forming and of the functioning of political parties have two key drawbacks:

a. Most political parties are formed on ideological premises which are today increasingly manifesting their incompliance with the times and needs of society because in present day society the grounds of divisions on the basis of class and ideology are diminishing by the day
b. All political parties are mainly working in the interest of their leaders, financial supporters, big businesses and a small portion of their membership so that the interests of the voters are implemented in a relatively small measure through the rule of a political party.

Evidence of these claims is reflected in the ever smaller differences between the ideologies of political parties and growing emergence of independent representatives in the political leadership of society which is at the same time proof of the dissatisfaction with the activities of political parties even in developed, affluent countries. It can also be stated that continual and integral development of life and work does not exist in any social community because the function of development has not been fully defined and shaped to cover all the fields a developmental process should include. In more developed and affluent societies the economic segment is developing in a relatively satisfactory manner, while living conditions and environmental protection less so with the least attention devoted to the development of the members of society as individuals. The lack of connection between the developmental process in which one group of people establishes the needs and goals, another formulates solutions and the third implements them and benefits from them, poses a special problem. The second observed shortcoming is the reverse proportionality of the developmental process according to degrees of complexity and areas where intensive development of services is established, somewhat less of technology, namely, methods of their realization while the social-political community as a whole develops the least.

The existing state of social relations is in contrast with the definition that sovereignty and power belong to every individual in society, which they transfer, through corresponding processes, in particularly democratic elections to the ruling structures in society in the function of common interests. Precisely for that reason any deviation from the achievement of common goals of the social community and use of acquired power to one's personal interests can be considered as an amoral and illegal act.

Therefore the need is imposed of modifying the classical model of political parties or else substituting it with a MODEL OF CIVIC INITIATIVES. It implies ruling society on the basis of a set and thoroughly operational zed programme established according to the needs of the social community and which can be precisely

© 2016 Global Journals Inc. (US)

monitored according to previously defined criteria and standards. The precise monitoring of achieved goals can be the only measure of success of the authorities ruling society, making any shallow, petty-political assessment of popularity, or similar polls superfluous. There can be numerous programmes of this kind at election time and based on similarities they can be connected, supplemented and corrected. Civil initiatives can be represented by any formal or informal group of people, associations, clubs or groups that can offer the social community a meaningful programme based on examined needs and interests of the members of that community [8].

In this connection the most important thing is to secure all three parts of the process, which are:

1. Preparation of the proposed decisions, solutions and requirements of the social community
2. Adoption of the decisions and solutions and approval of the requirements
3. Monitoring and control of the implementation with assessment of achieved results

The sub-process of preparing decisions, solutions and requirements is of greatest importance since in it the needs of society are established, data generated that are included in the sub-process of decision making and through them the dominant impact exerted in the entire management process. Today, people who live and work in a society are the ones who take least part in this process due to which the needs of the members of social communities are rarely included in programmes of political parties-authorities. This is done by those in power and the bureaucratic apparatus instead of them. It is therefore necessary to change the existing social-political relations and ruling methods in order to enable the greatest possible participation of people in the elaboration of proposed decisions, solutions and demands of social communities. In this way the real interests will be established and the knowledge of a larger number of people can be applied and solutions implemented more easily. Precisely for these reason the model of civic initiatives is proposed as the form of organization of the social community, and the term management in place of the term rule.

Adopting decisions and solutions in terms of selecting a living and working programme for a specific period of time can be implemented through regular elections or, if necessary, by referendum. In the process, a group of implementers of the chosen programme is selected, who on the basis on election results become the group which manages the implementation of the programme. In addition, it is necessary to select among the members of the social community bodies that will monitor and control the implementation of the decisions and solution from the adopted programme and which will periodically and at the end of electoral periods assess the level of realization of the set goals, decisions and solutions. State institutions, namely, the state administration should consist of bodies whose employees will act as expert and administrative support to the group managing the implementation of the programme and carry out all other regular, standard state administration tasks. The Management would be represented by the leading team for managing the implementation of its electoral, thoroughly elaborated development programme. The ministers of individual departments can be members of the management team or professional politicians capable of efficiently and professionally leading their ministries and at the same times members of the Management.

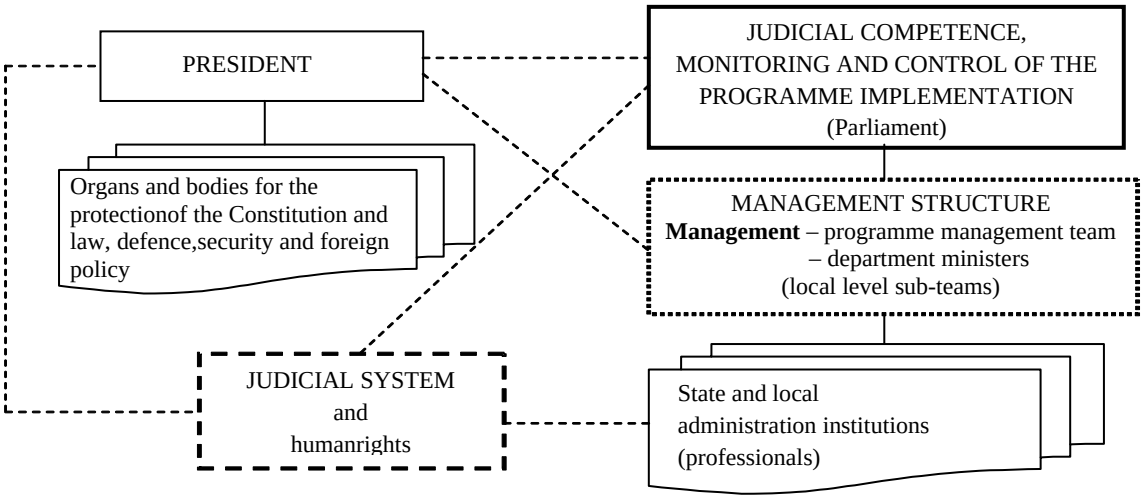
The question is how to solve the issue of the three-fold division of powers in this model, provide for the harmonious political and practical functioning of structures managing society and foster relations with other societies.

The proposal in Picture 1 is based on specific structural differences among the current standard structures of state administration and societal management and the proposed model. That is why there are considerable and substantial differences in the selection of individuals leading society, in all processes and majority of the work content of parts of the presented state structure:

1. The programme chosen by the majority of the members of the social community in line with their needs is the basis of the social and political activities of the administration and management structures
2. The legislative structure consists of individuals chosen by the majority that participated in proposing parts of the electoral programme and not proposed by political leaders according to the criteria of political correctness and affiliation
3. The selected representatives of the legislative structure are at the same time the institute of supervision and control of the implementation of the electoral programme, a role also played by the opposition in parliament
4. The management structure is made up of groups-teams who have operational zed the programme of the needs and development of the social community and are qualified to manage and implement solutions
5. The state and local administration institutions are the expert, political and administrative support to the management structure in the implementation of the electoral programme
6. The main political competences rest with the directly elected president of the state who with the institutes at his disposal monitors the constitutionality and legality of the implementation of the electoral programme
7. In addition to its standard competences the judicial system has special responsibilities linked to the full

© 2016 Global Journals Inc. (US)

respect of human rights and urgent resolution of instances in which these rights have been violated



Picture 1 : Structure of the state and management of society

This model of organization and management of the social community is based on a detailed programme of its development in all segments of life and work and in accordance with the set objectives defined in line with the needs of people in the community. The second crucial characteristic is that the people leading the social community must possess expertise, experience, references and a reputation, in line with the development programme of the community and be in the function of its implementation. The same stands for the management of smaller social communities whose development programmes are a composite part of the programme for the entire social community.

The integrity of its structure and processes evolving in it are of essence for the human community since it enables the speedier realization of all standards and development activities with minimal possibilities of bureaucratization which makes way for a more efficient and enhanced state administration.

In the development of the human community-state structure it is essential to establish unambiguously the competences for each social activity, enabling thus easier control and lessening the possibility of abuse. At the same time it provides for the greater throughput of the development processes with all their content defined in the electoral-development programme. The organizational structure for development and investment activities should only have the administration setup as a permanent body and be supplemented by team members who participated in the elaboration of the development programme.

Due to the uniformity of competences and character of the state as an organizational structure of the human community, it is deemed much more appropriate to bestow to the president of the state competences for affairs of security (police), defence and protection as well as foreign policy. In this way the state administration is freed from these complex affairs and they cannot be abused or used for political intrigue purposes which is a common practice today even in more developed societies. It represents a supplementation of the competences of the state president in the supervision and protection of the implementation of the constitution and law since the basic organization rule prescribes that the functions of realization and control cannot be under the same competences of an individual or institution.

The final structuring of the human community-state, including regional and local levels, will depend on its character and specificities, size, material and other potentials and its development programme. This structure can be periodically changed, according to its status, needs, outer environment and other determining factors.

The implementation of the proposed model of civic initiates has considerable advantages in the sense of the speedier and more efficient realization of the actual needs of individuals and the social community as a whole and contribution to the development of all social community members and greater respect of human rights. At the same time it lessens possibilities of corruption, imposition of objectives and solutions that are not in the interest of the majority in the social community, bureaucratized behaviour of the state administration and can certainly cut the costs of the state apparatus.

© 2016 Global Journals Inc. (US)

The essential presumption for the implementation of the civic initiatives model is the full respect of human rights and the exercise of full and if possible most direct forms of democracy. At the same time the described model in itself supports the greater respect of human rights. Article 1 of the Universal Declaration on Human Rights asserts the same when declaring that all human beings are born free and equal in dignity and rights, which is the point of departure in the model in question.

Human rights are guaranteed to every individual on the basis of existence as man and they are inalienable, meaning that they cannot be taken be taken away from anyone.

Human rights are considered to be guaranteed rights of an individual to protection from the state, rights that belong to him on the basis of his existence as a human being, rights which under all circumstances remain viable and which the state cannot limit in any way. In the political vocabulary human rights denote the totality of the right to freedom which the individual can demand on the basis of his existence as man and which the community has to guarantee on ethical grounds. Every individual has human rights even when the laws of his country do not recognize them or when they violate them because human rights are *inalienable.* In order to live in dignity all human beings have concomitantly the right to freedom, security and a decent standard of living, so human rights are *indivisible*.

It should be pointed out that in the last few decades the substance and legal forms of human rights have progressed considerably through numerous declarations, laws and decisions. However, practice shows that human rights are violated in numerous ways, something not even the developed countries are immune to since the level of human rights in them is proportionate to the affluence and position of individuals in society.

The only solution for advancement in this respect is the incorporation of human rights in all forms and levels of upbringing and education and social system with relations that are not based on the exploitation of humans. It is necessary to sanction any individual who violates and every society which tolerates the violation of human rights, including the intervention of the international community in regard to any attempt of inflicting harm, resorting to war and violence. These principles should be elaborated in detail and integrated into the laws of all countries, both rich and poor and applied in all circumstances. The legal system of every human society in respect to its laws and judicial system and its institutions should be based on the regulation of social relations and activities primarily in regard to the rights of individuals and environmental protection.

As a state is made up of all the individuals in its social community, in regard to human rights, every individual should primarily be protected and the state and its institutions only after that because they are only the framework, form for developments and relations in society. The same stands in regard to environmental protection priorities in relation to capital and use of natural resources. All this requires considerable changes in the creation and adoption of laws and requires exceptional efforts of the legislative system to really act justly and impartially, including all responsibility in line with the rules which follow from its independent position in society. The complexity of these tasks requires additional efforts and significant changes in defining the legal system of any society in terms of this humaneness.

V. Science and Education for Development

It is indisputable that the *development of science* made the world a much more comfortable place for living and contributed to the solution of numerous concrete problems which made life and work of man and the human community burdensome. The development of science opened up numerous fields, disciplines and branches of science in the fields of natural, technical, technological, medical, agricultural sciences in the arts and humanities. However, at the same time there is a lack of knowledge on the interrelations between some specific scientific perceptions and their mutual impacts, particularly in the domain of the humanities and their connection with other fields.

The development of science opens up completely new technologies producing thus both unimagined possibilities as well as threats. Unfortunately, the development of social awareness and humanity's ethics as well as social relations are at great variance with technological development which has been put exclusively at the service of attaining super profits even at the cost of the unreasonable use of natural resources, bringing us all to the brink of an environmental catastrophe. The first significant change needed in the human community would have to be a considerable change of social awareness and moral that would substitute creativity for personal benefit by creativity for general wellbeing and replace the callous exploitation of innovation and creativity of a small part of the human community with the creativity of its majority [5].

Today, the interdisciplinary scientific study of human behaviour and of social and environmental factors that influence human behaviour has resulted in the dependence of numerous natural sciences on the methodology of social sciences. However, in reality the problem of science in the function of development is much more complex because if man is set in the centre of development then the development of man as a being in all its segments is crucial. This requires before all free science [9], science free of egotistical interests

© 2016 Global Journals Inc. (US)

and limits imposed today by the global power holders, science that opens new possibilities for the establishment of a new scientific doctrine, namely, new scientific system. Only with such free science it is possible to resolve the contradictions of the our civilizational development and bridge the gaps created by current social relations in the fields of science and research between our technological possibilities and existing research efforts, namely, achievements. Such an approach to science can be linked to the issue of education in which the majority should be given the possibility to participate in the resolution of developmental and social relations issues and provide access to knowledge needed for their resolution.

This is no longer only a technical but an issue of essential choice between a truly democratic system of social relations and the contemporary form of a type of totalitarianism in most spheres in which the real life of man and world evolves. The requirement for education and man's development cannot be just a phrase without content and it should include the whole range of human life so that his freedom would not be reduced to games on the political arena in which the common man is only a voter. The future relation toward knowledge should primarily be geared at making it accessible to the greater part of society and preventing at times its senseless appropriation by a small circle of individuals so that the information obtained through scientific research would not be manipulated and its credibility tarnished. A similar relation should be established in regard to other types of information significant for our lives which are presently often used for various forms of manipulating the public, particularly on the part of the media. The nature of information, namely, knowledge is such that it cannot be appropriated or limited in any way. The issue of the ownership of knowledge is contradictory given the simple fact that all our achievements are based on the work of numerous previous generations in the course of many centuries.

Media sciences should in no measure resort to meticulously elaborated deception methods, deceitfulness and open untruthful reporting to the public causing thereby numerous misunderstandings and conflicts in society. As the media are one of the main pillars of freedom, democracy and struggle for human rights their responsibility is immense. In that sense drastic changes are required, before all for every publicly spoken or presented word as well as in terms of human rights. Such a viewpoint implies a requirement for suitable relations in the scientific community and is quite appropriate since science has always been based on openness, communication, critical attitude. Those are precisely the tenets of its power to resolve problems and change our reality for the better. In addition, the content of our knowledge was created mainly through creativity and communication of those whose right to ownership is alienated and not those who take on the role of owners. For that reason the appropriation of the right to ownership of knowledge should be treated as an unfair act toward the creators of knowledge and enable access to it to all those in society who need it.

Placing science in the full function of human development and changes of social relations can to a large degree abolish the existing varied and substantial differences among people and nations as well as political disagreements and conflicts and possibly solve the question of the fate and meaning of our material existence. The transfer of knowledge in the world in the sense of spreading science depends on the social need to use it in the human community. The feeling of needing knowledge is decisive in determining the demand for knowledge, its accessibility, capability of renouncing all forms of dogma, of social learning, way of thinking and value orientation of the social community. New quality stems from creative thinking and subtle levels of reflection [5].

The contribution of the individual to his own development and to the development of the social community, and thereby to social relations will be significant if the community directs and stimulates him in that direction through education, upbringing, creative work and production of material and cultural goods. In order to achieve that man must build his future in various forms and shapes of self-development which depends on the level of awareness and quality of the knowledge he possesses. The need for a high level of education presupposes a higher level of collective awareness of the social community without which there can be no development or correction of individual relations toward society. Understanding the world is not possible without man's knowledge and awareness.

Man as an individual is the most powerful influential factor not only of his development but also of the social community he belongs to. The development to date, particularly in the last 100-200 years shows that economic and technological-technical know-how are predominant in resolving problems. The character of these problems indicates the need for the greater participation of social and humanistic knowledge and this deviation can be registered in educational processes throughout the world where this knowledge is not adequately represented in relation to needs. In order for man for develop himself and the society he belongs to more qualitatively it is necessary for him to learn and adopt, especially in the initial phase of the educational process, numerous basic facts about himself and society. This implies knowledge on moral, human rights, logics and philosophy, psychology, communication at all levels and forms, relations in society, politics and democracy and development itself in its narrower and broader senses. The greater part of this knowledge can be provided to very young children too through appropriate methods. The knowledge in question will form and develop to the greatest degree the awareness

© 2016 Global Journals Inc. (US)

of individuals and thereby the awareness of the entire social community they belong to. [10,11].

The type of man's education and upbringing in the social community is to the most part determined by the objectives of that community. If the objectives of the human community are in line with the proposed goals presented in this paper, society will primarily focus on the development of each individual in the function of the set objectives. Contrarily, when society is not too preoccupied with the development of individuals in society and the goals are geared at accumulating riches and power on the part of the minority, education will focus on the exploitation of individuals in support of the narrow, selfish goals of the society leaders. This leads to the inadequate development of man's potentials and awareness and results in dissatisfaction.

In order to preserve the species and the living world on the planet man must among other things primarily posses the potential for human development. [5]. Therefore, man should built a state of morality and strive toward higher states of awareness, more qualitative and exact education with a view to taking more meaningful actions. It has been established that in connecting natural, social and humanistic sciences the role of awareness in human development has priority and that knowledge can be forged only through rational, logic and conscious efforts. Thereby the development of the individual and human community will be proportionate to the development of awareness. For that reason the quality of life and development, together with social relations is established by the state of awareness in every human community where a special role is played by the state of consciousness of those who lead and manage the community. However, leaders in human societies cannot act outside the collective consciousness of their community regardless of the level of their personal awareness and quality of their knowledge. The social need for the use of knowledge is a matter of the level of collective consciousness in a human community so the need for a higher level of knowledge implies a higher level of collective awareness in the community without which there is no development and change of social relations.

VI. Conclusion

One of the key premises of a considerable change of social relations is the fact that the resources of a social community which formally and essentially belong to all its members are predominantly used by smaller groups of people who exploit them for their own interests and acquisition of wealth creating in that way an even greater gap between the rich and the poor. The situation is even worse when it is taken into consideration that in the process they pollute the environment of all members of a human community – everyone pays and only some benefit. The entire experience and history of social relations are characterized by exploitation, violence, crises and contradictions and the great majority of society's forces are under the control of the minority. Undoubtedly the human community in its history and its development had to traverse the road it followed up to now. On the other hand, it is unfortunate that up to now so little has been learned and applied from the defined notions of humaneness and civilization. This places an emphasis on the question of the development of human awareness and consciousness in terms of the preservation of the human species and its development. In today's modern age of man we are witnesses of the continued strengthening of world centres of power and their narrow interests to the detriment of the weakest. The power of social leaders is attained in political and economic processes from all members of the social community and can be taken away from them in the same manner. This in the end depends on the level of their awareness as well as the awareness of the social community on the whole.

History shows that human consciousness evolved very little and slowly through all periods of the so called civilizations so that seems to be a factor of crucial importance for future development on humane grounds. In spite of that, throughout history the human brain has successfully dealt with the complexity of the phenomena it encountered and actually that complexity often did not pose an insurmountable problem. In a large number of cases a gap appeared between the officially presented reality, namely, some of its parts supported and advocated by corresponding public institutions, and the reality which corresponded to the actual state of social awareness. The consequences of these different realities were often far-reaching, due to their effects on the dysfunctions in social life, so changes of social relations are not only required but necessary [5].

The development of awareness determines predominantly the development of man as an individual and the same can be established for collective awareness as the level of development of a particular human community. Awareness represents the perception of existence along with experiencing oneself and the surroundings as well as understanding the existence of individual consciousness. Experience shows that only rarely people reach the potentials and capabilities they posses or have a high level of consciousness so only rare individuals become champions in some reality, present or future. It can therefore be said that the people who have positively and to a greater degree used their potentials and capabilities should channel part of them toward changing social relations, life and work in their environment so that a larger number of people can develop to a greater degree the use of their potentials and capabilities. This is at the same time the

© 2016 Global Journals Inc. (US)

responsibility of those who have in their environment the greatest overall human potential and awareness.

Evidently the solution of this problem can be achieved only through meaningful, qualitative organizational breakthroughs that will change the basic conditions and circumstances of science, development and social relations on the grounds of humaneness. Precisely because of that new solutions are proposed that can generate a completely new, independent organizational system based on science, education and required changes of social relations, namely one prepared and capable of dealing with these problems. A reason more why the obligation is imposed on humanists, scientists, intellectuals and conscious individuals to take on to a much larger role as social leaders in the interest of the majority.

References Références Referencias

1. Eduard Kale, *Povijest civilizacija*, *(The History of Civilizations)* Školska knjiga, Zagreb, Croatia, 1990.
2. Slavko Kulić, *Neoliberalizam kao socijaldarvinizam*, (*Neo-liberalism as Social-Darwinism)* Prometej, Zagreb, Croatia, 2004.
3. Jeffrey Sachs, *Krajsiromaštva: ekonomske mogućnosti našeg doba* (*The End of Poverty: Economic Possibilities for Our Time*), Algoritam, Zagreb, Croatia, 2005.
4. Cordington, Stephen, *Planet Geography*, 7^{th} edition, Solid Star Press, Australia, 2013
5. Slavko Kulić, *Strategija nasilja kao strategija razvoja*, *(The Strategy of Violence as the Strategy of Development),* Naprijed, Zagreb, Croatia, 1996.
6. Abraham, H. Maslow, *Hierarchy of Needs: A Theory of Human Motivation*, Amazon.com Kindle Edition, USA, 2011
7. Carl Ransome Rogers, *The Carl Rogers Reader*, Houghton Mifflin Harcourt, USA, 1989
8. Mikova K. & Bianchi G., *The Citizen and Public Decision Making*, Partners for Democratic Change, Slovakia, 2003
9. Petar Grabovac, *Slobodni software– slobodna znanost*, članak *(Free Software – Free Science, Article)*, Aurora.hr, Croatia, 2013
10. Lay, V., *Vizija održivog razvoja Hrvatske*, u: Lay, V. (ur),*Razvoj sposoban za budućnost. Prinosi razmišljanju održivog razvoja Hrvatske*, *(The Vision of Sustainable Development in Croatia, Viable Development for the Future, Contributions on the Sustainable Development of Croatia),* Institut druš - tvenih znanosti Ivo Pilar, Croatia, 2007 (Institute of Social Sciences Ivo Pilar, Croatia, 2007)
11. Paula Jones, David Selby, Stephen R. Sterling, *Sustainability Education*, Earth scan, USA, 2010

© 2016 Global Journals Inc. (US)

Global Journal of human-social science: H Interdisciplinary
Volume 16 Issue 3 Version 1.0 Year 2016
Type: Double Blind Peer Reviewed International Research Journal
Publisher: Global Journals Inc. (USA)
Online ISSN: 2249-460X & Print ISSN: 0975-587X

Nigeria and Outsourcing for Sustainable Development: The Performance Challenges of Diaspora Nigerians

By Adu Funmilayo Modupe
Ekiti State University

Abstract- The challenge of sustainable development has provided nations a chance to correct the anomalies of development and provide a futuristic environment to attain positive goals. Nigeria outsourcing for sustainable development became relevant and important in the light of the fact that she had signed the development protocols at the level of the United Nations and other international organizations. Such include the Rio millennium development goals. The Nigerian Diaspora provides an avenue to assist development. Development theorists explain development as consequent upon the actions of government and civil society i.e. a partnership between government and civil society (an arm of which is the Diasporai.e. International civil society).Importantly, the African foundation for development also noted that the quantum of remittance to the third world countries makes the Diaspora an important agent of change and development. It is no wonder that the current trend is to tap into the resource base of the Diaspora – This laudable project can only succeed where challenges that provide hindrances to the project are removed. This paper examines the performance of the Diaspora Nigerians in development interventions. It identifies the challenges facing the Diaspora Nigerians in their effort to respond to government outsourcing to encourage them to develop the nation and suggest ways of finding solutions to these challenges.

Keywords: *nigerian diaspora, sustainable development, performance challenges.*

GJHSS-H Classification: *FOR Code: 220208p*

Strictly as per the compliance and regulations of:

© 2016. Adu Funmilayo Modupe. This is a research/review paper, distributed under the terms of the Creative Commons Attribution-Noncommercial 3.0 Unported License http://creativecommons.org/licenses/by-nc/3.0/), permitting all non-commercial use, distribution, and reproduction in any medium, provided the original work is properly cited.

Nigeria and Outsourcing for Sustainable Development: The Performance Challenges of Diaspora Nigerians

Adu Funmilayo Modupe

Abstract- The challenge of sustainable development has provided nations a chance to correct the anomalies of development and provide a futuristic environment to attain positive goals. Nigeria outsourcing for sustainable development became relevant and important in the light of the fact that she had signed the development protocols at the level of the United Nations and other international organizations. Such include the Rio millennium development goals. The Nigerian Diaspora provides an avenue to assist development. Development theorists explain development as consequent upon the actions of government and civil society i.e. a partnership between government and civil society (an arm of which is the Diasporai.e. International civil society).Importantly, the African foundation for development also noted that the quantum of remittance to the third world countries makes the Diaspora an important agent of change and development. It is no wonder that the current trend is to tap into the resource base of the Diaspora – This laudable project can only succeed where challenges that provide hindrances to the project are removed. This paper examines the performance of the Diaspora Nigerians in development interventions. It identifies the challenges facing the Diaspora Nigerians in their effort to respond to government outsourcing to encourage them to develop the nation and suggest ways of finding solutions to these challenges.

Keywords: nigerian diaspora, sustainable development, performance challenges.

I. Introduction

The contributions of the Nigerian Diaspora are germane to her development and its sustenance. Scholars (Eliot, 1971, Frank 1967,Gore 2000, Gowen and Shetan 1998, Hopkin,1969,) lay emphasis on development as consequent upon actions of government and civil societies. This is to infer that the Diaspora (an arm of the international civil society) can impact institutional and infrastructural reforms to achieve physical indices of development. Development is a desideratum. The physical indices of development it is conjectured is shaped by the social presence in which it exists (i.e. presence of physical indices). Development theorists consider development as consequent upon actions of government and civil societies, as arena in which institutional and infrastructural reforms are implemented to improve the society.

Author: Department of History and International studies Ekiti State University, Ado Ekiti. 08038 \|079505. e-mail: adudpsy@yahoo.co.uk

Empirical research (AFFORD, 2000, World Bank, 1997, UNDP, 1997) has provided credence to support the fact that, skewed development and underdevelopment is pervasive among African states. In the Nigerian peculiar case, underdevelopment is manifested in the negative socio-political and economic indices prevalent in the country. Such indices include but are not limited to, little or lack of infrastructure, endemic poverty, (especially at the interior) corruption, political mismanagement and little evidence of commitment to good governance.

From the 1980s, institutional research (AFFORD 2000, UNDP1997, 1998) has noted African international migrations as important reference for development in African countries and Nigeria. Research has also provided ample evidence that from the 1980s, the global economic recessions coupled with military interventions and dominance of politics created a hostile socio-political cum economic atmosphere that intensified migrations(Adepoju, 2010, Akanmu, 2010). The harsh socio-economic policies of the 1980s and 1990 (War Against Indiscipline, WAI, Structural Adjustment Programme-SAP and others) further intensified unemployment, hardship and poverty amid stunted economic growth. This has created a need by government to pay attention to the exploitation of the Diaspora for her development to support domestic efforts (Shuaibu, 2013, Soludo, 2013). Outsourcing for development is more intensified in the age of technology when information and advanced technology is trans-nationalised in usage and relevance.

A measure of Diaspora for development in terms of quantitative and qualitative input has shown that it is an important constituency outside of the developing world to consider for elimination of poverty and to contribute to the development of the south (AFFORD, 2010:12). Adepoju has suggested that African countries need to incorporate the contributions of their diasporas and remittances in National development planning and programme (2010:161).The World Bank (2000) also notes, cross-border migrations, combined with the "brain drain" from developing countries will be one of the major forces shaping the landscape of the 21st century. This is because it noted (World Bank 2000:18) the international Diasporas have tremendous business potential.

© 2016 Global Journals Inc. (US)

The aim of this study is to increase the understanding of the importance of the Diaspora as agents of development intervention, so that from an informal position policy options could be broadened to explore and exploit the advantages of the Diaspora for development and its sustenance. To achieve this objective, removing hindrances to effective participation is germane. The Diaspora can impact institutional and infrastructural reforms to achieve development. The paper is subsequently divided into Diaspora and sustainable development in literature, Nigeria and outsourcing for sustainable development, Diaspora performance in development intervention, challenges to Diaspora intervention, overcoming the challenges and concluding remarks.

II. Diaspora and Sustainable Development in Literature

A Diaspora is the movement, migration or settling of people away from an established ancestral homeland or people settled far from their ancestral homeland (Wikipedia,). The Nigerian Diaspora exist in relation to the experience and civilizations since the era of the slave trade. It refers to Nigerians migrating to countries outside Nigeria for a range of purposes, from education, and temporary residence to permanent residence (Shuaibu 18th May 2013), Nworah (2010) noted that over fifteen million Nigerians live outside the country as immigrants in the United States of America, Britain, Germany, France, Canada and other nations.

Development is a multidimensional concept. Elliot (1971) contends that development as a word was coined by rich and powerful advanced nations. The United Nations publication on science and technology for development describes development as the process of allowing and encouraging people to meet their own aspirations. A process that improves on the quality of standard of living measured with realization of higher levels of civilization (Ako cited in Adu, 2008). At the level of the individual, it implies increased skill and capacity, greater freedom, creativity, self-discipline, responsibility and material well-being. A society develops when its members increase jointly their capacity for dealing with the environment. Development connotes fundamental changes in social structure, attitude as well as the acceleration of economic growth, reduction of inequality and eradication of absolute poverty (ibid). To the liberalists, development is synonymous with economic growth which is measured with the yearly increase in Gross Domestic Product (GDP) and with structures such as good roads, electricity, infrastructure, availability of social services (and affordability). Affordability however, is the focus of Marxists i.e. what has been happening to poverty, unemployment and inequality. A decline in these within a measured period in a country is a period of development.

Development is the process of self-reliant growth achieved through the participation of the people acting in their own interest as they see them and under their control. It implies growing self-reliance and fundamental transformation of the society in its totality, economy, polity and culture, etc. Issues of poverty, unemployment and inequality are germane to development. This disaffirms the assertion that mere increase in GDP without corresponding reduction in poverty, unemployment index and application of the rule of law is not development (ibid). Holistic development therefore is the ability of respective communities to control the productive force of their environment for the purpose of solving the problems imposed on them by nature and by man. It is a wide participating process of direct social change in society and material advancement including greater freedom, equality and other valued qualities for the majority of the people through gaining control over their environment (Ako cited in Adu, 2008).

Sustainable development can be defined as development that lasts, that does not endanger the environment and the resources therein for both present and future generations (The Bruntland Commission, 1987, World Development Report, 1972).

Segynola (2009) further explains that development in this context is viewed as increasing the availability and widening the distribution of basic life sustaining goods and services such as food, education, shelter, health and protection, provision of higher incomes, better employment and better educational institutions and facilities and improved accessibility of people to goods and services, i.e. improved life and existence. Todaro (1992), Mabogunje (1981), Baba (1986) emphasized that these definitions connote availability of needed resources, exploitation without destruction of the environment and a resultant poverty reduction while maintaining the well-being of the people i.e. intergenerational responsibility for continuity or sustainable development.

Diaspora contribution to development (of homeland)can then be assessed in terms of contributions to the rise in per capital income and the distribution with better access to education, hospitals, means of communication and transportation, better technique of production and quality of life in general, probably with a high value on spiritual or cultural assets.

III. Outsourcing for Sustainable Development

At the international conference on “Africa and the African Diaspora” which took place at Jos between 29th and 30th October 1998, a communiqué was drafted which included that (1) African countries should do more to attract Africans in the Diaspora by promoting the ideological and institutional arrangements for improved

© 2016 Global Journals Inc. (US)

relations. (2) African governments and African societies at large should create organizations that link Africa with its Diaspora in all spheres of endeavour. Mohamoud asserts (2005:13 thanks to inexpensive transportation and communication, diasporas are exerting an ever-greater influence on the politics of their homelands… it enables the individual and groups in the Diaspora communities to build up interesting social, economic and political bridges that link their new places of residence with their original homelands.

The globaltrend and direction to exploit the advantages of Diasporas has necessitated state action in harnessing Diaspora advantages. Mberu (2013) emphasized that since the return of democracy in 1999, the Nigerian government has officially recognized Nigerians abroad as important stakeholders and potential partners in the country's development.

The Obasanjo administration was focused on the Diaspora. In September 2000, he (Obasanjo, the then Nigerian President) convened a meeting in Atlanta, USA, of Nigerians in the Americas and later a meeting in London for those in Europe to enable them to create a mechanism through which they could effectively be mobilized and involved in Nigeria's development process (cited in Mberu, 2013). This resulted into a presidential consultative meeting in Abuja and later the formation of the Nigerians in the Diaspora organization (NIDO) in 2001(ibid).

The Nigerian government sponsored the setting up of NIDO to mobilize, coordinate and act as liaison to tap the abundant resources of the Diaspora. The organization whose leadership came from the Diaspora is recognized by both government and Diaspora as a reliable source of censoring professional Diasporas to assist in Nigeria's development (ibid).

Also, the Nigerian National Volunteer Service was established, a quasi-government organization to coordinate the governments engagement with its Diaspora. In 2005, the President declared July 25th as Nigerian Diaspora Day to recognize and celebrate the individual and collective success of Nigerians abroad as well as their contributions to Nigeria's development (ibid).

In 2007, President Musa Yar' Adua opened the second Diaspora Day and 3rd Science and Technology Conference with the theme "Connecting Nigeria with her Diaspora". The conference laid emphasis on IT, Health, Education, Investment, and Youth Engagement. The Nigerian Diaspora Day was first celebrated in 2006 with the second Science and Technology Conference. The Nigerian Volunteer Service (NNVS) is an organization under the office of the Secretary to the government of the federation and established by the Federal executive council to midwife a constructive engagement between Nigeria and her Diaspora and the Ministry of Science and Technology (National Planning Commission Engages Nigerians in the Diaspora for National Development, 2009).

The Federal government initiative started in 2000 to engage in successful ventures earlier taken up by India, China, Malaysia, Ireland and others. The Annual Diaspora Day has provided a forum for investment, infrastructural development and job creation. Between 25th and 27th July 2011, the government had created the new Ministry of Trade and Investment to harness investment opportunities and create enabling environment for investors to come into the country. This was referred to as the Diaspora Engagement Policy (Mberu, 2013). This is to woo the Diaspora for investment, infrastructural development and job creation. President Goodluck Jonathan's visit to the United States of America in27/9/ 2014(9 o' clock NTA News, Business segment)was to encourage the Nigerian Diaspora to further participate in the development of the nation.

IV. Diaspora Performance in Development Intervention

Remittance

Remittance records the most notable means of Diaspora participation in Nigeria's development (Soludo,2013, Dabiri, 2013). The World Bank(2010) recorded that remittance is used for services like health, housing, business start-ups and education. From the national perspective, financial remittances have been shown to substantially affect a nation's balance of payment (BOP) and foreign exchange revenues (FEXR). World Bank report shows that Nigerians in the Diaspora remitted the sum of ten billion US dollars to Nigeria in 2008, a 47 percent of the year's GDP (Gross Domestic Product) (cited in Soludo,2013). Chukwuma Soludo (2013) noted that the World Banks figures recorded remittances of about 10 per cent of Nigeria's GDP in 2012 and again about 21 billion dollars in 2015.

Remittances has impacted positively on poverty alleviation, they have paid medical bills, school fees, burials and social activities and established small scale businesses. Remittances also, it is suggestive, help stabilize the foreign exchange demand (NGEX). Social capital in return migration or virtually by using communication technologies in host countries can provide access to more developed markets.

The sale of Diaspora bond is targeting the savings of migrants abroad. Nigeria had been available on the international markets on regular bond issuance since 2011 and 2012 (Diaspora Bonds, 2012). Diaspora bonds are used to finance infrastructure and development projects. The Nigerian Finance Minister, (2014) Ngozi Okonjo Iweala is a keen advocate of tapping the wealth of migrants to finance infrastructural projects in their home countries. Lack of trust on government ingenuity and transparency with the

© 2016 Global Journals Inc. (US)

perception of high corruption, weak justice system and lack of policy continuity is a hindrance to the success of the project (Maku Tasks Nigerians in Diaspora on Partnership, 2013).

a) Economic

Interest in economic investment is rising due to awareness creation by Diaspora and Nigerian government activities. In 2011, a group of Nigerian trade missions from the Diaspora concluded a three week investment drive to some states of Nigeria. They called on the Federal government to expedite action on the provision of an enabling environment as a morale booster to fast track their return to invest in the national economy. They visited Kogi, Kwara, Oyo, Bayelsa, Cross River and FCT Abuja (ibid).

b) Education

Diaspora citizens have tried to compliment effort of government in the areas of education and health, school adoption rehabilitation, provision of equipment like computers and accessories, upgrading of libraries and laboratories. Diaspora Nigerian academics visited the Nigeria University Commission in 2010. This was to brainstorm on best practices in university management and improving the system especially in capacity building. The idea of exchange programmes especially through improved communications was buffeted (Nigerians in Diaspora Invest in Education, 2013).

The Nigerian Higher Education Foundation in partnership with another foreign NGO launched in 2004 a non for profit organization that seeks to enhance the quality of education in Nigeria, through direct support. It holds an annual banquet since 2009 to honour some distinguished leaders for their commitment to sustainable development through education and serve as inspiration to all Nigerians in Diaspora (ibid).

c) Investment

Diaspora Nigerians have invested in shares and stocks and are interested in the introduced bonds. There have been initiatives of Diaspora engineers to participate in the energy, communication and transportation sectors. The transfer of knowledge through expatriates networks programme provides the rationale for the networking between Diaspora and Countries of Africa.

The Nigerian Investment Promotion Commission (based in Nigeria) noted that Diaspora Nigerians return home to seek employment or business opportunities, small and medium scale enterprises have emerged from such efforts (e.g. Quarry industry at Igbemo Ekiti, Red Brick Production at Ifaki- Ekiti)). Diaspora Nigerians hold youth support to promote leadership empowerment and networking to drive the modernization agenda. Such was the Nigerian Diaspora Youth Leadership summit held in London at the Kings College, August 2012 (Nigerian Diaspora Youth Leadership Summit, 2012).

d) Political

Diaspora Nigerians have raised political awareness to fight dictatorship through conferences, media pressure and demonstrations, agitating for transparent democratic governance in Nigeria etc. Diaspora political socio-economic groups' campaign for democratic reforms as part of development in Nigeria. (Contributions of Nigerians in the Diaspora, 2013, Nigeria Should Target Diaspora Investors, 2013). The 1990s witnessed the UK based Nigerian Diaspora foundation of the pro-democracy organization, the United Democratic Front for Nigeria Abroad (UDFN) also the National Democratic Coalition (NADECO) abroad, coordinated the activities of pro-democracy movements in Nigeria and abroad and in recent times campaigned for constitutional reforms (Shuaibu, 2013). They continue to act as watchdogs of democracy. Diasporas engage indirectly in politics and sponsor political parties and elective offices. They also provide political and financial support. For example, there was Diaspora political support for governor Segun Oni of Ekiti State, and governor Kayode Fayemi (oral interview, Bruce Bolanle, 2015, Adefolaju , 2014)

V. Non-Governmental Organisations

The National Volunteer Service (NNVS) and Nigerians in Diaspora Organization, NIDO are non-governmental organizations formed to coordinate diaspora Nigerians in the important bid to assist development. NIDO's vision and mission is anchored on the philosophy of using human resources of professional Nigerians to enhance the development of Nigerians abroad (Ani, 2006). NIDO was established in the year 2000 with headquarters in London. It is the official platform recognized by government to partner with public and private businesses in Foreign Direct Investment (FDI).

NIDO specializes in Professional Networking, stakeholder's advocacy and skill transfer to Nigeria. NIDO in the face of Nigeria's development challenges promises to expand resources on trade and investment missions across Nigeria as well as hosting trade missions to Europe and other capitals across the world (Nigerians in the Diaspora Organisation Europe, Website).

a) Social

Hagher (2009) noted that Nigerians are hooked on Nigerian culture. They promote exhibition of art, theatre performance and music concerts. Nigerians wear cultural attires, patronize and sell indigenous cuisine and films. Igbo day is celebrated in the USA, the Isaac Boro day by the Deltans, cultural associations are formed to create bonds and promote indigenous

© 2016 Global Journals Inc. (US)

cultures amongst members. These associations also sponsor development initiatives in Nigeria.

b) Medical Assistance

Diaspora Nigerians often mobilize medical teams to Nigeria, drugs, check-ups and treatment are often given free of charge, sometimes free operations are done as assistance to patients in need (Contributions from Diaspora Nigerians, 2013). Nigerian doctors in the Diaspora and other stakeholders converged in Abuja on September 5, 2012 to brainstorm on how to actualize the transformation agenda of the Jonathan administration in the health care sector and seek collaboration of the private sector to provide best healthcare delivery services in Nigeria (Health Minister Meets Nigerian Diaspora Medical Doctors, 2012). In 2011, the Federal government had signed an MOU, with the association of Nigerian physicians in the Americas (ANPA) and the medical association of the health professionals from the Diaspora. Special areas of impact are on good conduct and behaviour.

c) Others

Other professionals such as engineers and accountants contribute variedly to Nigeria's development. There have been individual contributions to locality and state development. Some contribute directly to their alma mater and some give scholarships to indigent students. Ethnic and professional associations are also visible at local level contributions (Sokan, oral interview, 3/9/2014).

Negative contributions such as assistance to politicians in money laundering, favour for fat contracts, assistance to buy properties abroad, harlotry, trafficking, 419 scam etc., bring negative image to Nigeria but the huge populations of law-abiding Diasporas encourage further the need to partner with them for development purposes (contributions from Diaspora Nigerians, 2013, Supporting Primary Education in Nigeria, undated).

VI. Challenges to Diaspora Intervention

Ventures Africa listed obstacles that discourage Diaspora Nigerians from returning home such as, bad political climate full of corruption and lack of transparency, lack of informal structure, no stable power supply, no arable and well-distributed water system, no good road network, lack of touch with the system, no good source of information and representation, such as in India and China. The Nigerian government's representation of the Diaspora is considered redundant and the Diaspora groups are lousy with power struggle and the comfort of the Diaspora compared to Nigeria (Ventures Africa).

Further, challenges to investment in homeland by Diasporas include lack of trust, bad governmental policy, insecurity, little or no infrastructural development, and lack of good representation, insecurity, corruption, piracy, violence, militias, bad governance and terrorism. All these have led some to conclude that Nigeria is a failing state.

In addition, my interview respondents, Engineer Ademola Adepoju (13/4/14), Grace Owoeye (6/8/13), Femi Adefolaju (13/4/14), complained about the attitude of friends and relatives who believe Diasporas are money bags to be exploited. Many noted how funds transferred home are embezzled or mismanaged by family members or friends and sometimes contractors. Ogunyemi (2013) recorded that the impact of remittances is mostly felt at a micro-economic level and can only be felt at macro levels when used for investment.

To Okene Adams (2010) factors of inhibition to the success of Diaspora development interventions include, poverty, lack of capital, god fatherism, political hurdles of development, and the Nigerian socio-cultural milieu (i.e. unwilling attitude of homeland Nigerians due to envy, exploitation and greed) which he suggested the country can overcome through dedication and determination in collaboration.

On the side of the Diasporas, corrupt Diasporas assist Nigerian politicians and government officials launder stolen money leading to desiccation of Nigeria's image and duplicity. Adams (2010) noted that, most diasporas (also corroborated by oral interview, Eng. Adepoju (13/4/14), Femi Adefolaju (13/4/14), Olowomehin (3/3/13), Gladys Umeh (2/5/13) note official corruption as the most notable economic disaster of the nation. Adams (2010) insist hat a correction of the social policy is a fundamental task that goes to the root of the prevailing unjust economic order. Segun Sango, General Secretary, Democratic Socialist Movement emphasized that it is an assignment that goes beyond the scope of periodic but highly expensive prosecution of a few individual which is the stock in trade of capitalist governments in the world over, reiterating the idea that corruption and bad governance are the duo bane of Nigeria's socio-economic and political progress(cited in Adams, 2010). Segun Sango further noted that recommended solutions to the powers that be on how to combat these epileptic barriers attract no concern or are at most minimized; this is because the government and its cronies are the same people that perpetrate and facilitate the atrocity that retards the growth of the nation (Segun Sango General Secretary DSM)(ibid).

The Jimi Coker's (a returnee medical professional) experience illustrates the little expertise and frustration in Diaspora development intervention (cited n Adams 2010). Such include challenges of personal and institutional cost, little professional ethics of Nigerian health care providers and Nigerian attitude to their health in addition to poverty and ignorance. Challenges notwithstanding, the Diaspora present a good avenue to assist the socio-political and economic development of the nation.

© 2016 Global Journals Inc. (US)

VII. Overcoming the Challenges

The evidence about the contributions of other migrants to development of their countries, (see studies by: Guita 2009, Nauja 2009, Cohen 1997Cuko and Traore, undated) reinforce the basis for seeking ways to engage the Nigerian Diaspora in the development of the country. In recent times, the Chinese, Indian, Korea, and other communities of Diaspora nationals have been heralded as champions in knowledge and skills transfer, Foreign Direct Investment (FDI) flows from their adopted economies to their home origin, contributing in part to the rapid pace of industrialization that these countries have witnessed (ADP fund special paper, undated). To explore these advantages, Nigeria should do everything to attract the Diaspora by providing the ideological and institutional arrangement for improved relations, a reverberated point that Nigeria should establish a special institute for research on Nigerians and Diaspora cooperation (ADP Special Paper. Corroborated by oral interview – Tunde Adeniran Orin- Ekiti 7/8/14.

Bankole (2010) noted that from the Diasporas indigenous skills can be harnessed for national development. The media department of the office of the secretary to the government of the federation in 2007 noted the increasing desire by the Nigerians in the Diaspora to be involved in the development process.

The Diaspora need to have a paradigm shift in direction of focus from charity to collective and massive business and economic investment through brain circulation and grass root community organizing(ibid),a two way flow of skills, capital and technology, benefiting both the sending and receiving countries (ibid). The Yar'Adua administration set aside 8 billion naira to attract and encourage the Diaspora Nigerians to be part of an on-going economic development. President Jonathan also elevated the Diaspora office, an arm of the Ministry of Foreign Affairs to a full-fledged Diaspora commission and appointed a senior special adviser, Bianca Ojukwu and currently honourable Abike Dabiri Erewa to see to it, to provide for the engagement of Nigerians in the Diaspora in the project of participation and utilization of human capital and material resources towards the overall socio-economic, cultural and political development of Nigeria. It is further emphasized that the dynamism of future contributions to national transformation will come from the children and grandchildren of the present day Diaspora.

To overcome available challenges therefore, institutions established by government to improve Diaspora cooperation should be democratized to reach the grassroots. Ambassador Tunde Adeniran (Oral interview 7/8/2014) insisted, "The impact of such cannot be felt unless there is governmental democratization of such effort. Institutionalization of such bodies into state and local levels will further bring the visible impact of Diaspora interventions in development." It is noted that the existing mode and methods of contacts and engagement between the Diaspora and the homeland remain largely informal, adhoc and are mostly at family, community and hometown levels (ADP, Special Paper,). It is relevant to have certain facilities on ground and the enabling environment to assist Diaspora initiatives such are – Safe and secure environment, Provision of sustainable and reliable infrastructure – such are water, good roads, electricity, telecommunications and good road network. A good housing programme with reliable mortgage system (This to a level has encouraged some Diaspora return but more work is needed(ibid). Solanke (2011) noted that African artists and entertainers can further export a cultural rebrand of the African image. The entertainment industry is an insidious avenue to propagate positive information about Nigeria.

Policy continuity is germane to maintaining trust of Diaspora citizens. Inconsistency in government attitude to Diaspora has become a bane to participation. New regimes are akin to forget or abandon the good policies introduced earlier e.g. the 2007 "Citizens diplomacy" to address the prevalent incidents of alleged abuse and persecution of Nigerians in different parts of the world (Bankole, 2010). Bankole asserts that available information show that there are many Nigerians with proven integrity who contribute to its (Nigeria) development and promote its reputation. This is a testifier to the fact that pockets of negative incidences such as the 419 scam (fraudsters), drug dealing and other vices should not be allowed to feed the existing mutual suspicion between diplomats and Diaspora residents(ibid). Stereotypical perceptions of how some citizens are involved in various illegitimate pursuits should be removed.

There should be effective anti-graft legislation on corruption (The President Buhari Administration's Anti graft Initiative should be further promoted and legislated). It is also important to enthrone good governance, probity and transparency. Anti-corruption will create the environment for trust needed by Diasporas to invest. It is necessary to have an attitudinal redirection, research and opinion polls conclude that governmental attitude (of both host and home countries) are focused on exploitation of professionals, a population of which is probably less than 50 percent. It is relevant to find access to the remainder of the population as their contributions might provide the necessary leverage for positive achievements.

Visiting Diasporas must be tolerant of the system and try to be optimistic about correcting the system. Diasporas must not expect special treatment in contract negotiations and political appointments. This could create discontent, hatred and hostility. Counter wise resident Nigerians should not be hostile or opportunistic with returnee Diasporas. They should not exploit them or create disadvantages to show they are

© 2016 Global Journals Inc. (US)

no more Nigerians or that they left when things were bad or wish to return now that things are better (ibid).

Institutionalization of trade and investment at state and federal levels, purchase of landed properties, and transfer of scientific and technical and intellectual knowledge are important areas to address (the Diaspora Bond should be focused on infrastructural development). Money transfer limitations should be better addressed with reduced taxation and there should be better access to e-banking at local and village levels. Corrupt Diasporas should be apprehended to stop the image desiccation. There should be enthronement of good governance, probity and transparency at all levels of Governance Existing processes and strategies should be sustained and improved upon.

VIII. Conclusion

The Nigerian Diaspora provides a good source of development intervention to assist the country. To encourage and sustain Diaspora intervention in development, the Nigerian government and citizenry must provide a positive enabling environment by removing the hindrances and stumbling blocks to participation. This will be effective with sustained good policies that will ensure probity and transparency to curry the trust of the Diaspora Nigerians. A democratisation of the polity is an essential, grass root institutionalisation of Diaspora into governance is also important. The sustenance of Nigeria's future development is hinged on this as an important point to assist other development models. It is apt to agree with Hagher (2009) that, the Nigerian Diaspora is truly an immense engine of growth for our country, a huge reserve and resource to be carefully nourished, harnessed and channelled towards our fast track national development strategy.

References Références Referencias

1. Ademola, A. (2002), "Good Governance and the Challenges of Democratic Sustainability in Nigeria" *Nigerian Forum*, Vol. 23, Nos 11-12, Nov.-Dec. 2002.
2. Adefolaju Femi, Senior Special Adviser to the Ekiti State Government on Diaspora matters 2011 – 2014, interviewed oral interview 13/4/14
3. Adepoju, A. and Ariel V. (2010), *Seeking Greener Pastures Abroad: A Migration Profile of Nigeria*, Safari Books Ltd., Ibadan.
4. Adepoju, A. (2010), *International Migration Within to and from Africa in a Globalised World*. Accra: Sub Saharan Publisher.
5. Adepoju, A. and Arie, V. (2007) "Migration and Development Challenges and Opportunities for the West African Region" *Nigerian Journal of International Affairs* Vol. 33, No. 2.
6. Adepoju Ademola interviewed. Oral interview 13/4/14
7. ADP – African Diaspora Policy Centre (2011). "Migration and Development, Strategies for Mobilising the Diaspora for Development, The case studies of Ghana, Nigeria and Senegal" paper prepared by African Diaspora Policy Centre, August, 2011.
8. Adewale, A. (2002), "Good Governance and the Challenges of Democratic Sustainability in Nigeria" *Nigerian Forum* NIIA, Vol. 23 Nos 11-12, Nov – Dec.
9. Adu F.M. (2003) "Gender Participation and Sustainable Development in a Globalising Africa: The Nigerian Experience," Olu Olufayo (ed) (2005), Perspectives on Globalisation and Africa Development, Bolobay Publications.
10. AFFORD (1998), *A Survey of African Organisations*, London: An Agenda for AFFORDs action. j
11. AFFORD (2000) "Globalisation and Development: A Diaspora Dimension", A paper submitted by the African Foundation for Development (AFFORD) to the Department for International Development's White paper on Globalisation and Development. May 2000, London. http://www.oneworld.org/afford info@afford.discom.co.uk Retrieved17/11/2011.
12. African Diaspora Policy Centre (2011), "Migration and Development, Strategies for Mobilizing the Diaspora for Homeland Development: The Case Studies of Ghana, Nigeria and Senegal", Paper Prepared by African Diaspora Policy Centre, August 2011.
13. Akanmu, A. (2010) "Brain Drain – Brain Gain: Leveraging the Nigerian Diaspora for the Revitalization of Nigeria Higher Education" paper presented at the 25th Conference of the Association of Vice Chancellors of Nigerian Universities, held at Osun State University, Osogbo, on April 19-22, 2010.
14. Akinmade, K. (2010), "Database to connect Nigerian diaspora with the homeland", http://www.tradeinvestnigeria.com/feature_articles/201141.htmr etrieved 9/7/13.
15. Akinterinwa, O. (2014), Activities of the House of Representatives Committee on Diaspora Under the Chairmanship of Hon. Abike Dabiri Erewa. The Nigerian House of Representatives, Abuja.
16. Akintunde, (2013), Our Reporter, May 1 2013.
17. Ambassador Tunde Adeniran 7/8/14 oral interview Aminu Tambuwal has said that Nigerians in Diaspora can be pivotal to government's effort to raise the socio-economic development of the country. Tuesday Feb. 5, 00-46, 2013. Nigeria Newsdesk.com.
18. Ani, O. (2013), "Nigerians in Diaspora and National Development", *This Day Live* http://www.thisdaylive.com/articles/diaspora-nigerians-and-national development/ 154805/ Retrieved 18/6/13.

© 2016 Global Journals Inc. (US)

19. Azeez, A. (2002) "Good Governance and the Challenges of Democratic Sustainability in Nigeria" NIIA, *Nigerian Forum*, vol. 23, Nos 11-12, Nov. – Dec. 2002.
20. Babawale, T., Alao, A., Omidire F.A., and Onwura,T., (eds) (2009), *Teaching and Propagating African and Diaspora History and Culture*, Ensino e divulgacao da Historia a da cultura da Africa e da Diaspora Africana, Centre for Black and African Arts and Civilizations (CBAAC).
21. Babawale, T. (ed) (2007) *The Place of Research and Studies in the Development of Africa and the African Diaspora*, Lagos: Concept Publications Ltd.
22. Brubaker, R. (2005), "The diaspora diaspora" *Ethnic and Racial Studies* 28(1) 1-19 http://diaspora-politica.ro/wp-content/uploads/2013/02/Blubaker-The-diaspora-diaspora.pdf doi: 10;10801014198, 7042000289997 Retrieved 22 Feb. 2011.
23. Brundtland Commission (1982), Report of the World Commission on Environment and Development. http://www.un.org. documents/ga/res/42/a res 42-187.htm) United Nations.
24. Bruntland Commission Report (1987) Quoted in *Finance and Development*, Vol. 30, No. 4.
25. Chikezie, Chukwu Emeka (undated), "Reinforcing the Contributions of African Diasporas to Development". Retrieved, 10 November, 2013, http://siteresources.worldbank.org/EXTDECPROSPECTS/Resources/476882-1157133580628/DfD_ch09.pdf
26. Chukwujekwu, E.O. (2013) "Urgent Need to Save our Youths from Self-Imposed Modern Slavery: The Western World is no more a bed of Roses" http://nigeriaworld.com/articles/2013/may/120.html Retrieved 9/7/13.
27. Cohen, R. (1995) "Rethinking "Babylon": Iconoclastic Conceptions of the Diaspora experience", *New Community*, Vol. 21.
28. Cohen, R. (1996) 'Diasporas and the Nation state: From Victim to Challengers", *International Affairs*, Vol. 72.
29. Cohen, R. (1997), *Global Diasporas: An Introduction*, London: UCL Press.
30. Common Ground Initiative, Superiority African Development through UK-based Small and Diaspora Organisations. Institutionalisation of Diaspora Efforts is necessary for sustainable Development of South Asia, Ambassador Sopinath Pilai published date: Tuesday, Jan. 8 2013, https://www.gov.uk/international.../common-ground-initiative-cgi 18/6/13.
31. Communique of the Conference on "Africa and the African Diaspora, NIIA, *Nigerian Forum,* 0189-0816, May-June ISSN1998.
32. "Contributions from Diaspora Nigerians for Government Database", *Nigerian Village Square*, http://www.nigeriavillagesquare.com/articles/contributions-from-diaspora-nigerians-for-govt database. html, retrieved 9/7/13.
33. "Contributions of Nigerians in the Diaspora to National Development". Retrieved 9/7/13, http://www.gamji. com/article6000/NEWS7909.htm.
34. Cuko, S. and Traore, M. (2011) "Diaspora Networks and Identity: Conflict Resolution in the Horn of Africa". *The Interdisciplinary Studies of International Studies*, (IJIS) 5, Retrieved July 9, 2011, http://ojs.aub.aau.dk/index.php/ijis/article/view/171/112
35. Cuko and Traore M. (2011), "Diaspora Networks and Identity: Conflict Resolution in the Horn of Africa." Internet source 9/7/11.
36. Cohen Robin (1997), Global Diasporas: An Introduction, London, UCL press.
37. Dauda, B. (2008) "Enforcement of the Public Procurement Law as a means of Ensuring Good Governance and Sustainable Democracy in Nigeria", NIIA, *Nigerian Forum*, Vol. 30, Nos. 9-10, Sept. – Oct. 2008.
38. Dudley, S. (1969) "The Meaning of Development" paper presented at the Eleventh World Conference of the Society for International Development, New Delhi.
39. Diamond, L. (1995), *Rethinking Civil Society Crossroads*, USIS Newsletter, Lagos, Feb.
40. "diaspora" (2010) *Oxford English Dictionary online*, http://www.oxforddictionaries.com/definition/english/diaspora November 2010 Retrieved 22 February, 2011.
41. "Diaspora", (2011) *Wikipedia: The Free Encyclopaedia*, http://en.wikipedia.org/wiki/Diaspora2/July 2011.
42. Diaspora Bond: Some Lessons for Africa, 2013, http://t.co/IXVtTMPGY9.
43. "Diaspora and Development: Building Transnational Partnerships, Briefing by Development Research Centre on Migration", *Globalisation and Poverty*, 2009 No 19.
44. "Diaspora London Conference: Buhari Declares INEC corrupt Judiciary Partial", http://www.punchng.com/news/inec-leaders-corrupt-judiciary-partial-buhari/
45. Diaspora and Nigeria Change Agenda, Diaspora Day Conference 2015, Office of the Secretary to the Government of the Federation, Nigerian National Volunteer Service. State House Conference Hall, Abuja.
46. "Direct Foreign Investment, Nigerians in Diaspora bemoans insecurity, other bottlenecks", *Nigerian Tribune*,http://www.tribune.com.ng/news2013/index.php/en/news/news-headlines/item/11752-direct-foreign-investment-diaspora-mission-bemoans-insecurity-other-bottlenecks.html Retrieved 19/6/13.
47. Dudley S. (1969), "The Meaning of Development" Paper presented at the Eleventh World Conference

© 2016 Global Journals Inc. (US)

of the Society for International Development, New Delhi.
48. Egunjobi A. A. (2004), Africa's Security, Stability and Development: The Roles and Contributions of the African Diaspora and People of African Descent, NIIA Nigerian Forum, Vol. 26, Nos. 5-6, May – June 2004.
49. Ekanem, W (2011), Nigeria Constitutes Largest Diaspora Group in US-CCA. Friday 5- Washington File unrated.
50. Elliot C. (1971), The Development Debates, SCM, London.
51. Eric, G. (undated) Eric Guichard Homestrings.com "Exploring Private Contributions to Healthcare in Africa", http://www.africauk.org/sites/default/files/Dr%20Jimi%20Coker.pdf 7/9/13.
52. "Experts Canvas Role for Diaspora in African Quest for Development", Centre for Black and African Arts civilization (CBAAC) in collaboration with Department of Music, University of Port Harcourt, 2013 edition of the yearly Black History month.
53. Exploring Private Contributions to Healthcare in Africa, Eric Guiahard, Homestring.com, http://www.africa-uk.org/sites/default/files/Dr%20Jimi%20Coker.pdf retrieved 9/7/13.
54. Ezejiofor, S.P. Udeh (2011), "Nigerian Diaspora: Time to Return Home" New York City, June 25, http://www.thenigerianvoice.com/news/79783/1/nigerians-in-diaspora-come-home-the-time-is-now.html
55. "FG summons British High Commissioner over 3000 pounds Visa bond", http://www.punchng.com/news/3000-visabond-fg-summons-british-highcommissioner/
56. "FMBN targets 2.5 billion diaspora money for housing sector", http://www.diasporacommittee.com/index.php/component/content/article/1homepagenews/130-fmbn-targets-us25-billion-diaspor-money- or-housing-sector
57. Grace Owoeye Los Angeles, California 3/4/13 questionnaire interview
58. Gladys Umeh, Los Angeles, California 3/4/14, interviewed questionnaire.
59. Globalisation and Development: AFFORDS submission on Globalisation and Development: A Diaspora Dimension, submission by the African Foundation for Development (AFFORD) to Department for International Development, white paper on Globalisation and Development, May 200054, Camberwell Road, London SES OEN. web: http://www.oneworld.org/affordemail:info@afforddir-con.co.uk.
60. Guita H. (2007), "Lebanese Diaspora and Homeland Relations" paper prepared for the migration and refugee movements in the Middle East and North Africa. The forced migration and refugee studies programme. The American university in Cairo, Egypt, Oct 22-25.
61. Guichard, E. (undated), "Exploring Private Contributions to Healthcare in Africa" Retrieved 9/7/10, http://www.africauk.org/sites/default/files/Dr%20Jimi%20Coker.pdf
62. Hagher, I.E. (2009), "Nigerians in the Diaspora: Their Role as Agents of Change and Development" Seminar paper presented at the Regional Seminar of Heads of Missions of Americas and Carribean, Ottawa, September 4th - 6th, 2009, http://www.hagher.com/Nigerians_in_the_Diaspora.html 8/7/2013.
63. "Health Minister meets Nigerian Diaspora Medical Doctors", https://new.fmi.gov.ng/latest/healthminister-meets-nigerian-diasporamedicaldoctors/Retrieved 18/6/13.
64. "Health Minister Prof. Christian Chukwu has called on Nigeria's Health Professionals (in the diaspora) to show more commitment and concern to the health of the nation" in All African.com. (http://allafrica.com/stories/201107251853.html)
65. "HME seeks Partnership with Nigerians in Diaspora", 2 August, 2010, ISSN 0795-3089, Vol. 5, No.31http://www.nuc.edu.ng/nucsite/File/Monday%20Bulletin/2%20August,%202010.pdf retrieved 8/7/13.
66. Idoko, C. (2011), "FG woos Nigerians in diaspora on investment infrastructure, job creation, *Nigerian Tribune,*http://www.tribune.com.ng/index.php/news/25514-fg-woos-nigerians-in-diaspora-on-investment-infrastructure-job-creation Friday 22 July 2011, Retrieved 16/6/13
67. "Investors rush Nigeria's 1 billion dollar bond", http://businessnews.com.ng/2013/07/05/investors-rush-nigerias-1b-bond/
68. Mabogunje U.B. (2013), Nigeria-Multiple Forms of Mobility in Africa's Demographic Giant, African population and Health Research Centre, Roland Pengou Brown University.
69. Maku, L. (2013), ''Maku Tasks Nigerians in Diaspora on Partnership for National Development. No location Address.
70. Manning, P. (2010), "The African Diaspora: A History through Culture", ISBN 978-0-231-14470-4) *Columbia Studies in International and Global History* Retrieved 15 August, 2011, http://epusymawir.files.wordpress.com/2014/08/the-african-diaspora-a-history-through-culture.pdf
71. Mberu, U.B. (undated), "Nigeria: Multiple Form of Mobility in Africa's Demographic Giant", African Population and Health Research Centre, Poland, Pongou, Brown University. http://www.migrationpolicy.org/article/nigeria-multiple-forms-mobility-africas-demographic-giant 9/7/13.
72. Mobilising Nigeria's Diaspora for Economic Development, Promoting Better Management of

© 2016 Global Journals Inc. (US)

Migration in Nigeria. June 2012-February 2015, European Eunion, National Planning Committee Project, The 10th National EDF Project, International Organisation For Migration, Haile Selassie Street, Asokoro District, Abuja, Nigeria.iomnigeria@iom.int.
73. Mohamoud, A (2006), *African Diaspora and Post Conflict Reconstruction in Africa* DIIS Brief, Feb. 2006. Copenhagen: Danish Institute for International Studies,http://www.isn.ethz.ch/Digital-Library/ Publi cations /Detail/?ots591=0c54e3b3-1e9c-be1e-2c 24-a6a8c7060233&lng=en&id=16905
74. Mohan, G., Zack Williams, A.B. (2002), "The African Diaspora and Development" in *Review of African Political Economy* 92: Roupe publications Ltd.
75. Nauja, K.(2009), "African Diaspora Organisations and Homeland Development: The Case of Somali and Ghanaian Associations in Denmark", Paper Presented at the DIIS Seminar: Agents of Change? African Diaspora Organisations and Homeland Development, April 3, 2009, Danish Institute for International Studies, UK/ediid.dk.http://www.diis .dk/files/media/publications/import/extra/nkl_african _diaspora_organizations_2.pdf
76. "Nigerians in Diaspora Invest in Education, in Share Social Buttons plug" http://www.vanguardngr. Com /2013/07/fg-urges-nigerians-in-diaspora-to-invest-in-centenary-city/ 19/6/13
77. "Nigerians in the Diaspora: Their Role as Agents of Change and Development", Seminar paper presented at the Regional Seminar of Heads of Missions of Americas and Caribbean, Ottawa, Sept. 4th – 6th 2009.
78. *Nigeria News Desk*, (2012), Rep. Abike Dabiri Erewa has applauded the achievements of two Nigerians who were recently recognised by the government of the United States Friday Sept. 14 8:35, 2012.
79. "Nigeria Plans US Diaspora Database: Nigerian Diaspora Database in the Rescue", Emeka Umejei Reporter Lagos. http://independentngonline.com /life/lead/article 02/
80. "Nigeria's Development Requires a New Social Compact with its Citizens" – US, www.vanguardngr. com/.../boko-haram-hinders-nigerias-development-us.
81. "Nigeria should target Diaspora investors", *The Nation*, http://thenationonlineng.net/new/nigeria-should-target-diaspora-investors/ posted May 1, 2013, retrieved 9/7/13.
82. "Nigeria to Issue Diaspora Bond in 2012" in *Business News* staff on November 3, 2011.
83. NTA News (Business Segment) President Jonathan Attends Town Hall meeting at Washington 2//9/14 NTA, Network News, (9pm) October 1, 2014.
84. Nworah, U. (2005), "Study on Nigeria's Diaspora", *Global Politician Online* Retrieved 9 July, 2013, http://www.globalpolitician.com/2682-nigeria
85. Obasanjo, O. (1979), "Foundation for Stability" Transport, Television interviews (Jan 16 – 18) published by Information Division, Federal Ministry of Information, Lagos printed by Citadel Printing and Publishing Company, 15, Abeokuta Street, Ikeja, Lagos (Extracted from OAU meeting in Kwartoun, Sudan-Speaking on Foerign Intervention in Africa.
86. Ogbebulu, B. (2004), "The Contribution of Diaspora (UK) To Poverty Reduction, Development in Nigeria and Agitation for Voting Rights", Article by a Nigerian Diaspora in London Retrieved 7/9/2013. https://www.compas.ox.ac.uk/fileadmin/files/Publica tions/Reports/DFID%20diaspora%20report.pdf
87. Ogula, D. (2009), "Nigerians in the Diaspora: A Microcosm of National Fragmentation and Chaos", *Nigeria World*, http://nigeriaworld.com/articles/2009 /nov/283.html December 9, 2009, retrieved 16/6/13.
88. Ogunyemi, O (2013), "Diaspora Media: Africa's Missing Link with Its Diaspora", *African Argument*, 4 Febrary, 2013, Retrievd 18 June, 2013, http:// africanarguments.org/2013/02/04/diaspora-media-africa%E2%80%99s-missing-link-with-its-diaspora-%E2%80%93-by-dr-ola-ogunyemi/
89. Ogunyemi Ola (2013) "Diaspora Media: Africa's Mission Link with its Diaspora," internet source 18/6/13.
90. Oguru J. (2002), "The African Union and the Challenge of Development in the 21st Century" Public lecture series No 1, Department of Political Science, University of Ilorin.
91. Ojo, M. (2010), "On Diaspora, our Development," An address delivered by H.E. Ojo Maduekwe, CFR Honourable Minister of Foreign Affairs at the UK-Nigerian Diaspora Event, London 20th January 2010.
92. Okaba B. (2006), "Development Partnership and Sustainable Development Agenda for the Niger Delta Region." Pan African Social Science Review, 10/7 No. 8.
93. Okene A.A (2010), "The Role of Nigerians in Diaspora in the Development of Nigeria: A pragmatic approach," being a lecture presented at the Nigerians independence Golden Jubilee celebration and Award Ceremony of MISCOM international Islamic university Malaysia (MUM) held on the 11th Dhul Hajj. 1431 (18th Nov. 2010 CE) .
94. https://www.academia.edu/534321/The_role_of_Nig erians_in_diaspora_in_developing_Nigeria 18/6/13.
95. Oladele, K. (2009), "Nigerian Diaspora and Development", *Village Square*, Retrieved 9/7/2013, http://nigeriavillagesquare.com/forum/articles-comments/50525-nigerian-diaspora-development-kayode-oladele.html
96. Olowokere, T.O. "Repositioning the Nigerian Identity in the Diaspora", http://dailypost.ng/2013/08/15/ titus-o-olowokere-repositioning-the-nigerian identity-in-the-diaspora/ ..

© 2016 Global Journals Inc. (US)

97. Onyearu, A. (2012), "The Nigerian Diaspora-Strengthening the Model", Retrieved 9/7/2013 http://www.gamji.com/article8000/NEWS8692.htm
98. Onwutolobi, A.C. (2009), "Rebranding Nigeria, Role of the Nigerians in Diaspora. Paper presented at the ocassion of Nigerian Independence day organized by People's Democratic Party Finland chapter on the 4th Oct. 2009.
99. Oparaoji, E. Chairman Eastern Mandate Union (EMU), "Elevating Diaspora Purpose",*Sahara Reporters*, January 31, 211 http://saharareporters.com/2011/01/31/elevating-diaspora-purpose 10/5/13.
100. Organization for Economic Cooperation and Development, OECD, Do No Harm in State Building 2009, Retrieved 7/8/2011, http://www.oecd.org/countries /rwanda/45582738.pdf.
101. Orija, Bankole, "Western Moneygram hit Nigeria, Others with Charges", *Nigeria Communication Week,* 09 May, 2014, Retrieved 10 August, 2014, http://nigeriacommunicationsweek.com.ng/efinancial/westernunionmoneygram-hit-nigeria-others-with-charges
102. Orubuloye, I.O. (2005), "Globalization and the African Development" in Olu Olu Olufayo (ed) 2005, *Perspective on Globalization and Africa Development*, Lagos: Bolabey Productions.
103. Osinbajo, Y. (2015), ''Place and Role of the Diaspora in the Change Agenda'' Speech Presented at theDiaspora Day Conference 2015, State House Conference Hall, Abuja.
104. Oucho, J. O (2010), "African Diaspora Remittance Flows: Leveraging Poverty?" Aderanti, A. (ed) *International Migration, Within, To and From Africa in a Globalised World*, NOMRA, Accra: Sub-Saharan Publishers.
105. Owoeye, Dayo civil servant, interviewed on 6/3/2014, (returnee diaspora resident in Ado).
106. *Oye, W.* (2013), ''Be part of the New Horizon Sambo Woos Nigerians in Diaspora'' May, 5, Posted in Featured News Tagged Namadi Sambo.
107. Ozden, C. and Maurice S. (eds) (2006), *International Migration, Remittances and the Brain Drain*, New York: World Bank Palgrave Macmillan.
108. President GEJ says he is determined to reach out to Nigerians living abroad and engage them for the Development of Nigeria. Nigerian Newsdesk.
109. President Yar'Adua opens 2nd "Nigerians in the Diaspora Forum on Science and Technology, July 24 2007, 18:47, paper presented by the Media Department of the office of the Secretary to the Government of the Federation.
110. Remittances, Competition and Fair Financial Access, Opportunities in Nigeria" USAID Report.
111. Remittances and the Role of the African Diaspora in the UK", Retrieved 17/11/2011. http://ngex.com/events/public/event.php?EventID=96
112. Remittance Flows From Abroad to Nigeria Over 10Billion This Year, Says World Bank-Empowered Newswire. Sahara Reporters.com. Posted December 3, 2011-00:12
113. "Report of a Conference on Engaging Zimbabweans in the Diaspora towards Economic Reconstruction", Facilitated by The Institute for Justice and Reconciliation (IJR), Held at Le Franschhoek Hotel, Franschhoek, Cape Town, South Africa, 3-4 December 2009, Retrieved, 10 November, 2013, http://archive.kubatana.net/docs/migr/ijr_report_engaging_diaspora_zim_100324.pdf
114. Report of the Special Security Committee executive summary.
115. Report on the National summit "Volunteers of Nigeria: Towards National Development", International Year of Volunteers; 10th Anniversary 2011, prepared by Galina Chas and Adesola Adefemi, United National Volunteers Nigeria, 2011.
116. "Representatives laud Diaspora Huge Remittance to Nigeria", Feb. 5, 2013, retrieved 9/7/13, http://abikedabiri.com/index.php/news/28-diaspora-remittances-to-africa-hits-60-billion
117. Schiff, M. & Caglar, O. (eds) (2007), *International Migration, Economic Development and Policy*, New York: World Bank/Palgrave Macmillan.
118. Shilgba, Leonard Karshima, "An Open Letter to Nigerians in the Diaspora", *Sahara Reporters*, February 16, 2013, Retrieved, 10 November, 2013, http://saharareporters.com/2013/02/16/open-letter-nigerians-diaspora-leonard-karshima-shilgba
119. Shuaibu, Lawal, Senator "Welcome Address by the
120. Chairman ACN National Convention Planning Committee Sen Lawal Shuaibu, in Lagos, April 18th, 2013",http://www.acnigeria.com/media-center/news aevents/244-welcome-address-by-the-chairmanacn national-convention-planning-committee-sen-lawal-shuaibu-in-lagos-april-18th-2013 Retrieved 9/7/13.
121. Soludo, C. (2013), "Is Nigeria Losing Her 17 Million Diasporas? The Soludo Solution", *ThisDay Live*, 4th Feb. 2013 retrieved 8/7/13, http://www. Thisdaylive com/articles/is-nigeria-losing-her-17-million-diaspora-/138311/.
122. "Speaker Bankole unveils Software for Global Database of Nigerians in Diaspora", *Global Database for Nigerians in Diaspora*, http://www.nigeriandiaspora.org/endorsements.aspx Retrieved 18/6/13.
123. *Strategies for Mobilising the Diaspora for Homeland Development: The Case Studies of Ghana, Nigeria and Senegal*, African Diaspora Policy Centre, August 2011, http://www.diaspora-centre.org/DOCS/2011/2011Strategies%20for%20mobilisingDiaspora Home_country_polic.pdf Retrieved 17/11/20
124. Segynola, (2009) "Diaspora and Development: Building Transnational Partnerships," briefing by

© 2016 Global Journals Inc. (US)

nig riandiaspora.org/endorsements.aspx Retrieved Globalisation and Poverty. August 2009, No. 19.
125. Smith C. Rees G. (1998), Economic Development, 2nd Edition, Basingstoke: Macmith. ISBN 0-333-72228-0.
126. Soludo C. (2013), "Is Nigeria Loosing Her 17million diasporas" 04 Feb. 2013, retrieved 8/7/13.
127. "Sustainable National Development: The Role of the Professional Accountant in Diaspora." Paper presented at the Nigeria's Golden Jubilee Anniversary lecture.
128. "Sustainable Development in Nigeria: Ten Years After Rio" (UNCED), Federal Republic of Nigeria, National Assessment Report for Representation at the World Summit on Sustainable Development, Johannesburg, Sept. 2002:9
129. (1996) Environmental Challenges of Sub-Sahara Africa (CASS) monograph no.7 Malhouse press limited Lagos.
130. The All Nigerian Nationals in Diaspora has expressed big desire to double its yearly 10 billion dollar remittance to the country in the coming years. Thurs Nov. 8 8:28, 2012, Nigeria News desk.
131. The Global Diaspora Forum, the State Department Document. USAID Report, 2011. Retieved, 11 October, 2011, http://www. state.gov/s/partnerships /gdf/The Nation, May 22, 2013.
132. "The National Planning Commission Engages Nigerians in the Diaspora for National Vision 2020 (NU2020)", September 2009, retrieved 18/6/13. http://www.nationalplanning.gov.ng/images/docs/NationalPlans/nigeria-vision-20-20-20.pdf
133. "The Nigerian Diaspora," http://www. Nigerian - diaspora. com/diaspora.htm Retrieved 1/12/2011.
134. The Political Economy of Development in Africa: A Joint Statement from five Research Programmess on behalf of Africa Power and Politics Programme, Developmental leadership Programme Elites, Production and Poverty: A Comparative Analysis, Political Economy of Agricultural Policy in Africa Tracking Development. April 2012.
135. "The Role of the Diaspora in Nation Building: Lessons for Fragile and Post-Conflict countries in Africa". Prepared by Fragile States Unit (OSFU), Vice- Presidency operations 11-Sector operations African Development Bank – African Development Fund.
136. Todaro, M. (1976), *International Migration in Developing Countries: A Review of Theory*, Geneva: ILO
137. Todaro, M.P. and Smith, C.S. (2009), *Economic Development, Pearson Educational United* Kuznetsov, Y (undated), ''Why is Diaspora Potential so Elusive? Towards a New Generation of Initiatives to Leverage Countries Talent Abroad'', World Bank Institute.
136. Todaro, M. (1976), *International Migration in* Pearson Educational United, England, 10th Edition.
139. "UK based Nigerian Group Rally Support for President Jonathan's War Against Terror", http:// www.informationng.com/2013/06/u-k-based-nigerian-groups-rally-support-for-president-jonathans-war-against-terror.html
140. "UK Visa bond: We will defend the interest of Nigerians: Foreign Affairs Minister", http://national-mirroronline.net/new/uk-bond-for-visas-fg-promises-to-defend-nigerians-interest/,
141. United Nations, (2005), *Uncommon Database, Department of Economic and Social Affairs*, New York: United Nations.
142. UNDP Report, 1997, 1998.
143. UNDP (1999), *Human Development Report 1999*, New York, UNDP
144. Uonyekwere, M. (2011), "Improve Infrastructure to Attract more Diaspora? Or Vice versa? Posted 11.17pm on July 26, 2011. http://www.kyslife.com-retrieved
145. "U.S-Africa Summit: Meeting opens to Rally, Protesters denounce African Leaders as "Torturers" and "Killers", *Today Internet Newspaper*, August 4, 2014, Retrieved 10 August, 2014, http://www.today .ng/news/u-s-africa-summit-meeting-opens-to-rally-protesters-denounce-african-leaders-as-torturers-and-killers/
146. U.S Immigration estimates about 7,408 Nigerians overstayed their Visas in 2015, https://t.co/AJon 5VSrcu/s/dhU3 via @heraldng https://t.co/CI8gc XNCXh/s/vBVA
147. USAID Report:''Remittances, Competition and Fair Financial Access Opportunities in Nigeria''
148. Vertovec, S. and Cohen, R. (eds) (1999), *Migration, Diasporas, and Transnationalism*, Cheltenham UK. Edward Elgar.
149. Vertovec, S. (1999), "Conceiving and Researching Transnationalism in Press", *Ethnic and Racial Studies*, Vol. 22, No. 2, University of Oxford.
150. Weinar, Agnieszka (2010), "Instrumentalising Diasporas for Development: International and European Policy Discourses" in Bauback. Rainer; Faist, Thomas, *Diaspora and Transnationalism: Concepts, Theories and Methods*. Amsterdam: Amsterdam University Press.
151. World Development Report (1992), *Development and Environment*, New York: Oxford University Press.
152. World Bank, (1997), *World Development Report 1997: The State in a Changing World*, Washington, DC: World Bank, 1997
153. World Bank, (2000), *Entering the 21st Century: World Development Report 1999/2000*, New York: Oxford University Press.
154. World Bank, (2005), "Engaging Civil Society Organisations in Conflict Affected and Fragile

© 2016 Global Journals Inc. (US)

States", Washington DC. IBRD, *The World Bank Report* No 32538 GLB.
155. World Bank, (2006), *Global Economic Prospect 2006: International Remittances and Migration*, Washington, DC: World Bank.
156. World Bank (2000), "Entering the 21st Century World Development Report" 1999/2000, New York Oxford University.
157. "Why I do not support Diaspora voting in Nigeria, David Mark?" https://www.facebook.com/Legis Reports/posts/697715583578294
158. Williams, F. Editor, "Reconnect Africa Harnessing Human Capital: The African Diaspora", http://www. reconnectafrica.com/economic-and.../africa-the good-news-4.html 19/6/13.
159. Yorubas in the UK to build community centre, http://www.punchng.com/news/yce-to-build-yoruba-village-in-london/., http://t.co/MUNKQh9PLM. http:// www.nigeriandiaspora.com/diaspora.htm.worldbank
160. Yushau, U. Jameel, M. article; Nigerians in Diaspora and Health Care Intervention" http://jame-elyushau. blogspot.com/2012/08/20nigerians-in-diaspora-and-healthcare.html 18/6/13, *Premium Times*. Yushau'U, a former staff of the BBC, teaches Journalism at the University of Nerthlimbra at New Castle, England.

© 2016 Global Journals Inc. (US)

This page is intentionally left blank

© 2016 Global Journals Inc. (US)

Global Journal of human-social science: H Interdisciplinary
Volume 16 Issue 3 Version 1.0 Year 2016
Type: Double Blind Peer Reviewed International Research Journal
Publisher: Global Journals Inc. (USA)
Online ISSN: 2249-460X & Print ISSN: 0975-587X

Proper Filing and Computerized System as a Tool for Successful Business Operations in Ghanaian Tertiary Institutions

By Isaac Obeng –Amoako
Methodist University College Ghana

Abstract- Information is the backbone of every business organization. It is, therefore, essential to a company's health. However, it is easily taken for granted until its import is missing. Records and information management (RIM) exists to prevent that from happening, but when filing systems are overdue for a time –up, critical data is most vulnerable. A poor filing system is a problem which might easily elude an organization unless internal operations have already begun to unravel it. The consequences of missing records and duplicate data are severe enough to impact business performance, and there are legal and financial implications as well as security concerns. This paper attempts to describe a way to create a good system for organizing, maintaining, and backing up files and folders on a personal computer. Furthermore, the paper examines modern methodology through computer based applications. While there are a number of ways to accomplish this task, the paper attempts to provide some guidelines and directions for creating a system that works best for the type of information being organized. Additionally, this paper examines the definition of filing as well as the important role filing plays in the day-to-day operations of an organization.

GJHSS-H Classification: *FOR Code: 419999p*

Strictly as per the compliance and regulations of:

© 2016. Isaac Obeng –Amoako. This is a research/review paper, distributed under the terms of the Creative Commons Attribution-Noncommercial 3.0 Unported License http://creativecommons.org/licenses/by-nc/3.0/), permitting all non-commercial use, distribution, and reproduction in any medium, provided the original work is properly cited.

Proper Filing and Computerized System as a Tool for Successful Business Operations in Ghanaian Tertiary Institutions

Isaac Obeng –Amoako

Abstract - Information is the backbone of every business organization. It is, therefore, essential to a company's health. However, it is easily taken for granted until its import is missing. Records and information management (RIM) exists to prevent that from happening, but when filing systems are overdue for a time –up, critical data is most vulnerable. A poor filing system is a problem which might easily elude an organization unless internal operations have already begun to unravel it. The consequences of missing records and duplicate data are severe enough to impact business performance, and there are legal and financial implications as well as security concerns. This paper attempts to describe a way to create a good system for organizing, maintaining, and backing up files and folders on a personal computer. Furthermore, the paper examines modern methodology through computer based applications. While there are a number of ways to accomplish this task, the paper attempts to provide some guidelines and directions for creating a system that works best for the type of information being organized. Additionally, this paper examines the definition of filing as well as the important role filing plays in the day-to-day operations of an organization. Furthermore, by conducting research into six Universities in Ghana, the paper assesses the impact of filing on Methodist University College Ghana and University of Ghana, in Greater Accra Region, Kwame Nkrumah University of Science and Technology in Ashanti Region, Catholic University College in Brong Ahafo Region, University of Mines in Western Region, and University of Education Winneba, in Central Region. It identifies some weakness or common mistakes with filing system used at the tertiary institutions mentioned above, the importance of filing in general, the consequences poor filing system would have on the corporate image of a tertiary institution. Subsequently, the paper aims at the discussions of the challenges of filing and makes some recommendations which will ensure efficiency and effectiveness of filing at Methodist University College and the other Universities in Ghana. Finally, the paper concludes with the preservation of records and documents.

I. Introduction

a) Statement of problem

Poor filing system in most offices has been one of the major challenges over the years. It is in this regard that Harrison (1986) observes that Administrators, Stakeholders of firms, Organizations and Educational Institutions have been holding series of workshops, conferences and seminars with the view to facilitating the process of filing system. Harrison John (1986) observes that a delay in locating a paper will interfere with and delay the other sections of the business. Sparling Allan (1970), further stipulate that the misfiling of even one important letter may cause serious inconvenience to an executive, financial loss to the business, and considerable embarrassment to the person who misfiled the letter. Evans Desmond (1986), states that a recent survey found that one in every ten documents or files stored becomes immediately lost forever, due to inadequate and filing techniques and practices.

Good Filing system in offices leads to the achievement of organizational and educational objectives. In some offices the filing and storage of data, whether in the form of paper letters, invoices or memos or as computerized electronic files, is regarded sometimes as a chore or necessary evil. And, not surprisingly, it is in just these same offices that tempers become frayed and staff frustrated and irritable when vital documents cannot be found before, say, a meeting which the Chief Executive Officer is attending! Indeed, a recent survey found that one in every ten (10) documents or files stored become immediately lost forever, thanks to inadequate and careless filing techniques and practices. Accomplished records management skills and techniques form a most important part of a secretary's repertoire today, particularly since developments in electronic office automation are transforming the speed at which data may be stored and accessed and extending massively the amount of data which organizations wish to retain and refer to at intervals.

The efficiency and effectiveness of every office work basically depend on the systems of filing and indexing that have been put in place. This is particularly so where there is a large amount of manual work. Even if automation (computerization) is adopted on a very large scale, filing and indexing are equally important. A reliable filing and indexing systems supported by competent staff that is well-versed in the art of filing and indexing are great assets to the Office Management and Administration. It is, therefore, incumbent on every Office Manager in consonance with modern ways of filing to ensure that a good and efficient system of filing and indexing is being adopted and used in the various offices.

Author: Assistant Registrar (Academic Affairs Section) Methodist University College Ghana. e-mail: iobeng-amoako@mucg.edu.gh

© 2016 Global Journals Inc. (US)

b) Definition of filing

Filing is the term used to describe the process undertaken to arrange and classifying office documents in suitable forms so that they can be retrieved with ease without any difficulty. It is in this regard that **Denyer (1994), define filing as the process of arranging and storing records so that they can be located when. A file is, therefore, a collection of letters, memoranda and other papers relating to the same matter usually kept in a particular folder**. This brings to fore the need to put in place a good filing system which will ease reference to documents. Nonetheless, it is worth knowing the difference between a filing method and a filing system. Filing methods deal with the way materials are stored or preserved in a file. That is, how the materials are arranged, classified and numbered to ease reference.

On the other hand, a filing system is concerned with how the various files on the various subject matters are managed. This covers the type of equipment used to store the files and the identification strategy used to locate or retrieve a file from a cabinet or a cupboard George Terry (1984), on the other hand defines filing system as the method of keeping papers in an accepted file according to pre-determine system so that they can be easily as well as quickly found. Based on above definition, it is concluded that the process of arranging and storing the records for the future reference is called filing. Records are the valuable assets of every organization including Methodist University College Ghana. They therefore need to be preserved safely.

c) The Significance/Purpose of filing

The acts of keeping records are daily activities for every office. They, therefore, have their own importance and categories:

Firstly, it makes the proper arrangement of such records by classifying and analyzing for the proper views as per the requirement. The importance and purpose of filing is to keep the records and documents safely. Collected records may have their use in the future. So, filing keeps the records safety from insects, fire, water, theft, misplacement, dust, dampness etc. and makes available for the future use. Filing not only keeps the records safely but also arranges them in a systematic way which facilitates on the availability of records in a minimum effort.

Secondly, it is not for nothing that organizations spend time and money on training and equipment on filing systems and methods. Indeed, organizations that attach great importance to filing systems and methods do spend a lot of money to develop them because of the related benefits.

d) Factors that make filing on important office activity

Man has limited memory in the face of numerous files to be kept. It is thus incumbent that files are properly kept neatly through computerization and with hard copy backups. For example the computerized system helps to determine who has a particular file taken from a computerized cabinet or a cupboard.

For the sake of saving records from early destruction (protection of documents):

There are several cases of important office documents eaten up by insects, mice and other rodents not forgetting hazards that fire also poses to such documents.

For locating file movement: Filing is important because it helps to determine who has a particular file taken from a cabinet or a cupboard. This is through the use of an out-guide, out –marker or a tracer system.

Saving of valuable space: A good filing management because it helps to save more space. Sights of the desks of office staff inundated with files are common in many offices. Sometimes, the files are so many that they eat up a greater part of the desk top space needed for other things.

Keeping office and file neat and tidy: Filing is important because apart from keeping the files themselves neat and tidy, it has the same implications for the office generally. This is because desk tops, floors and other unsuitable places are cleared of files particularly, the dormant types. It is quite nauseating to pick files which are very dusty when they are not properly managed.

Providing security for confidential documents: The important of filing is also evidenced by the security it provides for confidential documents when file are kept under lock and key.

The importance of a good a filing system is to increase efficiency: Filing makes reality availability information available without delay. It facilitates to run the business efficiently. Written evidences: Filing keeps the written records safely which can be presented as evidence in the court to settle disputes because it provides factual information.

Promoting goodwill: Filing keeps the past records of customers and helps to deal with them accordingly which promote companies goodwill.

Statutory requirements: Filings keep all the records safely which are useful to full fill the statutory requirements. Provision of accurate and authentic records: Filing provides complete accurate and authentic application of documents.

Achievement of goals: Filing a report allows the university the opportunity to meet the goals of creating a safe environment that support the goals to be achieved.

Increase in productive level: A functional office filing system will not only help company officials to become more organized but it will also increase the productivity levels.

Production of tangible results: The right filing system produces important tangible results.

Time saving: Filing techniques can help the office staff save time and look much more efficient at work.

© 2016 Global Journals Inc. (US)

Enhancing future planning of the organization: By providing availability of previous records, it helps in the future planning of the organization.

II. Literature review

Sparling Allan E. (1970) opined that the correspondence and records of a business are essential to its successful operation, and every important paper must be filed so that it can be found at a moment's notice. He stipulates that a good filing system is the best place to keep important papers, but it is also one of the worst places to lose them. The misfiling of even one important letter may cause serious inconvenience to an executive, financial loss to the business, and considerable embarrassment to the person who misfiled the letter. To ensure **"perfect filing" of papers, "perfect filing" is necessary.**

According to John Harrison (1979), a large part of the efficiency of an office depends not only on the existence of a reliable filing system, but also on the competence of staff in the art of methodical filing and indexing. Filing is carried out for two primary reasons:

i. To preserve correspondence and other documents, i.e. to keep them tidy and clean.
ii. To have the information contained in the papers available for quick and easy reference.

He stipulates that correspondence must be filed accurately so that it can be referred to quickly. A document filed incorrectly can be the cause of a delay in a business transactions and even the cancellation of a valuable order. Only when the filing system is efficient can the office function properly, as a delay in locating a paper will interfere with and delay the order sections of the business.

a) Technology; Computerized Filing Systems

COMPUTER systems can store vast amounts of data. But, as with records kept on paper, merely putting something into a file cabinet is not enough. There must be some way to retrieve the information again when it is needed.

That is increasingly falling to special computer programmes called ***data base management systems***. Like any good file clerk, a data base management sets up the electronic data bank files with necessary cross-references, stores the data and retrieves it when requested.

In addition to increased speed of retrieval over paper storage, an electronic data base makes it easier to keep information up to date. With paper storage, a company might have the same information in several places. A customer's address might be on a master mailing list and on the billing department's list of overdue accounts. If the customer moves, the address must be charged in several places. With electronic storage systems, a customer's address can be stored once and shared by everyone. The data management system must see to it that people retrieve only the data they are allowed to see.

Such systems, soled for several years by computer companies and independent software companies, are growing in popularity. Robert N. Goldman, Senior Vice President of Cullinane Database Systems Inc., which sells data management programmes to run on I.B.M. Computers remarked "When we started offering data base systems in 1974 and 1975, we had to justify why customers wanted them". He said "Today people accept that they need them." Once used only on the largest computers, such systems are also being sold to run on minicomputers and even desk-top microcomputers.

Data base management are also expected to be a central feature of the automated office of the future. An important use of the computer terminals that are landing on m ore and more desks is to allow office workers who need data to get it directly from the computer rather than ask a programmer to write a programme to get it. A marketing analyst for instance, might request sales totals for different cities. Some office automation companies have recently announced recently announced systems with such capabilities.

One development that will help allow such retrieval of information is the so-called Relational Data Base Concept. Every company has grappled at some time with how best to organize its records. But in the case of electronic record-keeping, the study of that problem has become a mathematical science and the subject of a somewhat abstruse debate.

Most existing data base management systems organize data in a hierarchy resembling s family tree. A university data base, for instance, might be broken down into schools, with each school further broken down into departments and each department then broken down into faculty members.

The main drawback of most such systems, according to Jeffrey D. Ullman, a Professor of Computer Science at Stand ford University, and other experts, is that to get the information, the user must tell the computer on what he wants, such as a list of the Faculty members in the Civil Engineering Department, but where in the tree to go. That means he must be familiar with the tree.

The relational structure was conceived in 1970 by an I.B.M. Scientist, E. F. Codd. In relational system, the data is stored in cross referenced tables. The university data base might have one table listing schools and their departments and another table for faculty members, listing their departments and other characteristics.

With that kind of system, the user does not have to know how the data are stored. He can merely ask for the information in a language resembling English and the computer will find the columns in the tables.

© 2016 Global Journals Inc. (US)

Because of that ease of use, many experts see relational data bases as the wave of the future.

One drawback, however, is that to gain such ease of use of the relational systems have rendered to be slower than hierarchical ones.

The answer to that might be to build machines that would specialize in filing and retrieving. The machines as would attach to the main computer.

Progress is being made in other areas as well. With all the data being stored in computer, there is a need simply to catalogue what data are in storage. Such data about the data base are being stored in computers in what aare called "Data Dictionaries." Progress is also being made in letting computers in different locations split the storage task but share files.

Robert M. Curtice, head of the Data Management Unit at Arthur D. Little Inc., a Cambridge, Mass, Consulting firm, said "in data processing we have paid much more attention to the processing side than to the data side until a few years ago". The new developments, he said, reflect the growing recognition that **"the data has value in itself."**

III. Methodology

A population of eight-four (84) people from five regions of Ghana, that is, Central, Brong Ahafo, Greater Accra, Western, and Ashanti across the southern sector within six Universities such as, Methodist University College and University of Ghana, in Greater Accra, Kwame Nkrumah University of Science and Technology in Ashanti Region, Catholic University in Brong Ahafo Region, University of Mines in Western Region, University of Education in Central Region, were interviewed to ascertain what has been the current state of filing system within their administrative set up. Thus, fourteen people were selected from each University to answer the questionnaire below. The constitutions of the fourteen people were made up of eight senior administrative officers and six junior staff members from each of the six Universities. More senior members were selected because of their in-depth experience in filing system.

1. Do you have any knowledge with regards to use of computing in filing system?
2. What type of storage system is used for keeping copies of files at your office?
3. Is it difficult retrieving hard copy files at your office?
4. Should personnel at the administrative setup periodically go for refresher courses with regards to filing system?

The rationale behind question one was to ascertain how the administrative personnel have been either attending seminars, refresher courses or have been abreast with modernity in filing system. Question one is followed by two to be sure of how well selected officers were in formed with regards modernity in filing system. The essence of question three was to find out how well officers kept files at their various offices. Finally, question four was asked to find out the readiness of administrative personnel to upgrade them with regard to filing system. Out of the eighty-four people who were interviewed, fifty of them indicated that their knowledge in computing was not much as compared to ten, who answered both questions one and two correctly, demonstrating a good knowledge in computing. However, the remaining twenty-four administrative staff comprising of both senior and junior staff members indicated that they had very limited knowledge in computing as regards filing system. With regards to question three, sixty of the selected officers indicated that file retrieval was very easy. Twenty indicated that it was a bit cumbersome and the remaining four indicated that it was very difficult with hard copy files but very easy with computerized filing system. With regards to question four all the population of eighty-four gave a positive response.

Analysis of the answers given by the population of eighty-four people from five regions across the southern sector of Ghana interviewed reveals the following:

1. There is the need for more refresher courses in computing pertaining to modernity in filing system.
2. Hard copies of files are well kept in all the six Universities thus indicating that most administrative personnel have good knowledge pertaining to keeping of hard copy files.

a) The Consequences of Poor Filing System

When documents are not properly filed, all the gains identified under the importance of filing above will be negated. In addition to the negation, the following are also some of the possible consequences if documents are not properly filed.

1. A poor filing system may lead to loss or misplacement of records and documents.
2. It may also lead to a hold up of some of the activities to be carried out in the office.
3. A poor filing system can lead to waste of precious time used to search for documents and records. It is also an indication of office mismanagement and maladministration.
4. When there is poor filing in an office, it can bring about malfunctioning of other departments, sections or units.

IV. Recommendations

To ensure a good filing systems in the university college (MUCG), the following recommendations must be strictly observed by secretaries and all those who are directly involved in handling office files.

A good filing system is a facilitator to quick references and retrieval of documents and records.

© 2016 Global Journals Inc. (US)

What constitutes a good filing system may be characterized by the following:

- Simplicity

For ease of understanding and operation, a good filing system should be simple. A complex filing system will be difficult to understand and operate.

- Accessibility

This characteristic refers to the nearness of the files to the user. This implies that all the cabinets should be strategically positioned so that they could be easily reached by potential users.

- Safety and Security

The system being used should be capable of providing safety and security to the documents filed. This is necessary for confidential materials.

- Compact.

The system should have the characteristic of compactness. In other words, the system adapted should not take up too much space in terms of equipment and floor.

- Suitability

A good filing system should be relevant and suitable to the documents to be filed.

- Economy

A good characteristic of a good filing system is that, it should not be too expensive to operate.

That is, the expenditure on the equipment and the operation should be reasonable on the equipment and the operation should be reasonable and economical for the benefit of the University College.

- Cross -reference

Cross-reference refers to making room for documents or records to be located under different headings. A good filing system should provide for the possibility of location documents or records under different headings.

- Out-Guide /Out-Maker /Tracer System

Out-Guide /Out-Maker /Tracer system is a system that gives an indication of when and where a file has been taken to.

A good filing system should have this important characteristic so that a file that has been taken from its original place could easily be located.

- Expansion possibilities

The system of filing should make room for future expansion when the volume of operation increases.

- Classification system

A very important characteristic of a good filing system is appropriate classification system. For example, the classification may be based on Departments, Sections or Units. It may also be based on numbers or alphabets.

- Trained Personnel

The efficiency of the system in operating will depend on the availability of trained personnel. The system should, therefore, have well- trained personnel. There should also be in place, a policy which will enable secretaries and personnel who handle files in the University College, to go through regular in-service training programmes.

- Maintenance Culture

The policy of maintenance culture should be enforced to take care of filing equipment e.g. (Filing cabinets).

- Precaution against office accident

To avoid accident in the offices, that following precautions should be observed:

a. Secretaries should be taught never to open more than one drawer of a filing cabinet at one time.
b. Pulled out dreamers which obstruct movement in the office should be pushed in immediately after use.
c. Overloading of files, books and other materials on top of filing cabinets should not be entertained.

- Someone, preferably a responsible official, must authorize the filing of documents (by marking them in some way, perhaps initialing) and indicate also how and where each should be filed and indexed. The most likely person is the departmental head. (This is often referred to as 'releasing').
- Someone must be authorized to sort documents into file order.
- If an index is used, the documents must be entered on the index as authorized above.
- Some arrangement must be made for the removal of documents from, and their return to the files. Someone must be responsible for removal and replacement and for keeping records of documents issued and to whom.
- It must be worked out how long documents are kept in current files and at what regular intervals they are to be transferred to long-time storage. This is referred to as 'weeding'.
- At what regular intervals the documents in the long-time storage files are to be removed and destroyed.

V. Conclusion

The importance of a good filing system at Methodist University College Ghana should not be under-rated since it promotes efficiency and effectiveness of office activities and operations. The efficiency and effectiveness of every office work basically depend on the systems of filing and indexing that have been put in place. This is particularly so where there is a large amount of manual work. Even if automation (computerization) is adopted on a very large scale, filing and indexing are equally important. A

© 2016 Global Journals Inc. (US)

reliable filing and indexing systems supported by competent staff that is well-versed in the art of filing and indexing are great asset to the Office Management and Administration. It is, therefore, incumbent on every Office Manager in consonance with modern ways of filing to en sure that a good and efficient system of filing and indexing is being adopted and used in the various offices. Sparling Allan E. (1970) opined that correspondence and records of a business are essential to its successful operation, and every important paper must be filed so that it can be found at a moment's notice. He stipulates that a good filing system is the best place to keep important papers, but it is also one of the worse places to lose them. The misfiling of even one important letter may cause serious inconvenience to an executive, financial loss to the business, and considerable embarrassment to the person who misfiled the letter. A poor filing system may lead to loss or misplacement of records and documents. It may also lead to a hold up of some of the activities to be carried out in the office. A poor filing system can lead to waste of precious time used to search for documents and records. It is also an indication of office mismanagement and maladministration. When there is poor filing in an office, it can bring about malfunctioning of other departments, sections or units. A good filing system is, therefore, a facilitator to quick references and retrieval of documents and records. To ensure "perfect filing" of papers, "perfect filing" is necessary.

Preservation of Records and Documents: Preservation of records and documents is a very vital activity which every office cherishes. In the absence of a good filing system of preservation of records and documents, offices can hardly achieve their objectives. Occasionally, it becomes necessary out of emergencies, to make references to certain documents and records such as payroll, receipts, invoices and other statistical data. When these are not properly stored or preserved, they cannot be referred to immediately and will create a lot of inconveniences and hamper office activities. The frustrating experience of searching for a customer's or student's records for hours an end before a service can be rendered is a nightmare that can easily destroy the corporate image of the University.

When records and documents are properly preserved, retrieval becomes easy. This promotes fasters processing of office information and other activities.

On the bases of the above, the University College or an Organization will be paying dearly for neglecting the importance of good filing system in the areas, of preservation and retrieval of documents and records.

References Références Referencias

1. Asafo-Adjei, H. (2008). *Comprehensive Office Procedures and Administration for Secretarial Duties*:
2. Bassett, Agnew, Goodman (1964), *Job Instructions for Filing Office Practice, Third Edition,* South-Western Publishing Company.
3. David D. Seigel, *New York Practice, 3rd ed. (St. Paul: West Group, 1999), 118-120*
4. Denyer, J. C. (1975). *Office Administration:* MacDonald and Evans limited.
5. Harrison John (1984). *Office Procedures*: (Pitman). Sparling, Allan E. (1970).
6. The Electronic Filing System in Singapore – *Tackling the "Human" Elements.*
7. Thurling F.C. (1975). *Office Practice Today:* (Pitman Publicity 1975).
8. Todd Nadine (1986). *Office Practice and Secretary Administration:* (The Bath Press, Avon)
9. Turkson J.K. (1997). *Business Management for Senior Secondary:* (Jackenten Publication, Kumasi).
10. Whit Comb Alan (1984). *Comprehensive Office Practice.*
11. Yawson Monica (2009). *Clerical Officer Procedure and Administration for Business Studies Students.* (Wilson Publication, Cape Coast).

© 2016 Global Journals Inc. (US)

Global Journal of human-social science: h Interdisciplinary
Volume 16 Issue 3 Version 1.0 Year 2016
Type: Double Blind Peer Reviewed International Research Journal
Publisher: Global Journals Inc. (USA)
Online ISSN: 2249-460X & Print ISSN: 0975-587X

Gathering Meaningful Artifacts:Integrating the Technology of E-Portfolio into Health Care Professional Education

By Libba Reed McMillan RN PhD & Margot Fox RN MSN
Auburn University

Abstract- One objective of Healthy People 2020 identifies the use of information technology (IT) as a health communication strategy for the promotion of population health and health equity. The purpose of this assignment is to describe creative application of evidence-based best practices through userfriendly web designs. It is integral for all educators, especially health professionals, to use relevant I T,as delivery of health information and services continues to expand. Using eportfolios in classroom assignments and as a capstone activity can assist faculty members with evaluating and understanding student outcomes. E-portfolio and technology are not foreign concepts to students, but student understanding of what it means to be a professional, and to integrate professional concepts into personal and professional behaviors, were necessary at the onset of educational programs. Using e-portfolios promoted critical reflection; particularly when students were introduced early in their professional programs to the collection of relevant artifacts.

Keywords: e-portfolio, information technology, critical reflection.

GJHSS-H Classification: : FOR Code: 130199

Strictly as per the compliance and regulations of:

© 2016. Libba Reed McMillan RN PhD & Margot Fox RN MSN. This is a research/review paper, distributed under the terms of the Creative Commons Attribution-Noncommercial 3.0 Unported License http://creativecommons.org/licenses/by-nc/3.0/), permitting all non-commercial use, distribution, and reproduction in any medium, provided the original work is properly cited.

Gathering Meaningful Artifacts:Integrating the Technology of E-Portfolio into Health Care Professional Education

Libba Reed McMillan RN PhD[α] & Margot Fox RN MSN [σ]

Abstract- One objective of Healthy People 2020 identifies the use of information technology (IT) as a health communication strategy for the promotion of population health and health equity. The purpose of this assignment is to describe creative application of evidence-based best practices through user-friendly web designs. It is integral for all educators, especially health professionals, to use relevant I T,as delivery of health information and services continues to expand. Using e-portfolios in classroom assignments and as a capstone activity can assist faculty members with evaluating and understanding student outcomes. E-portfolio and technology are not foreign concepts to students, but student understanding of what it means to be a professional, and to integrate professional concepts into personal and professional behaviors, were necessary at the onset of educational programs. Using e-portfolios promoted critical reflection; particularly when students were introduced early in their professional programs to the collection of relevant artifacts.

Keywords: e-portfolio, information technology, critical reflection

I. Introduction

Faculty members at a baccalaureate nursing program have been actively involved in the e-portfolio process and committed to integration of relevant artifacts into our 5 semester professional program. The e-portfolio initiative has been on-going at a university levelfor five years. The School of Nursing is involved since the inception, with two senior faculty members serving as ambassadors to ensure initial and ongoing training and development of junior faculty members, rubric development and modifications, soliciting faculty feedback, and ensuring artifacts were integrated into each semester's content. As faculty members of first semester (junior-level) nursing students, we have been challenged to promote relevant assignments to produce artifacts, such as professional papers. Additionally, we sought to explain to students how these artifacts related to program curricular outcomes. E-portfolio and technology were not foreign concepts to our students, but student understanding of what it means to be a nurse, and to integrate professional concepts into their personal and professional behaviors were necessary at the onset of our program. Our curriculum is structured to where concepts are threaded through each course, and also organized to progress from student learning of wellness to illness concepts; easier to more difficult theoretical and skill acquisition. We sought for students to demonstrate their professional progression in an increasingly sophisticated way, requiring initial investment and engagement in the e-portfolio project.

The vast amount of affective knowledge in the field of nursing requires a tremendous amount of reflective ability and the ability to communicate comprehension of course material and experiential knowledge at different stages in the program. Selection of artifacts for the e-portfolio aligns with our expectations as faculty for the student to be able to possess and cultivate knowledge, skills, and attitude competency.

The implementation of educational strategies that effectively prepare future healthcare professionals for roles in community health promotion is a consideration for faculty members involved in curricula development. The future role of healthcare professional students as technologically competent community educators is important to consider in course curricula design. One objective of Healthy People 2020 identifies the use of information technology (IT) as a health communication strategy for the promotion of population health and health equity (United States Department of Health and Human Services [HHS], Health People 2020, 2014). Community health educationis recognized as integral in addressing national health disparities. The Internet has become a vital avenuefor health information dissemination by individuals and public and private organizations. As the Internet becomes saturated with reliable and non-reliable sources, health care professionals are challenged to use IT for effective communication of reliable health information and services which influence public health behaviors and decisions on course of care. Creative application of evidence-based best practices through user-friendly web designs will be integral for health professionals as the use of IT for the delivery of health information and services continues to expand (HHS, Health People 2020, 2014).

Author α: Associate Professor Auburn University School of Nursing 221 Miller Hall Auburn University, Alabama 36849.
e-mail: reedreb@auburn.edu
Author σ: Assistant Clinical Professor Auburn University School of Nursing 101 Miller Hall Auburn University, Alabama 36849.
e-mail Mew0038@auburn.edu

© 2016 Global Journals Inc. (US)

II. Materials

Baccalaureate nursing education must have clear nursing curricular outcomes that are communicated and reinforced early in the nursing program. Novice students must see a connection in curricular expectations, the nursing profession, and clinical practice applications. Students must be held accountable early in the program to produce meaningful artifacts that culminate into a capstone experience upon completion in the program.

E-portfolio provides opportunities for students to assimilate assignments, reflective observations, and visual representations throughout their nursing program. Curricular outcomes in the form of communication and collaboration skills, critical thinking and clinical judgment in clinical practice, scholarship for evidence-based practice skills, clinical prevention and population health skills, diversity skills, and leadership skills are essential to the nursing profession. Selection of artifacts for inclusion in an e-portfolio, combined with requirements to provide a reflective comment assist with students connecting their programmatic curricular outcomes with entering the nursing profession. For example, use of information technologies to assist with effective communication to promote high quality patient outcomes within healthcare systems is congruent with the poster project. From a microsystem level, the student's poster on a specific health promotion topic reaches a specific target audience. When placed in an e-portfolio, it has the capacity to reach greater healthcare systems, as this information is eventually shared with other students, potential employers, and faculty members.

III. Methods

Active learning was used throughout the course as students chose a relevant issue to the population served by the agency, performed a literature search, implemented strategies for evidence-based research, created an annotated bibliography, and developed a professional paper to communicate findings of best practices. The final student assignment components were the design and class presentation of an innovative professional poster on the selected topic and appropriate for target audiences in the community education environment. Instead of traditional printing of poster projects, the students were challenged to integrate technology in the creative design of a poster that professionally and effectively communicated information for health promotion of diverse populations. The students submitted the posters electronically for evaluation by the course leader. Class time was designated for poster presentation, and students were randomly selected to share their design with peers. The completed posters were assembled using a web-based search engine into a teaching tool to be posted on various community partners' websites or internet pages. The website was organized to include information on the poster project, contact information, health promotion topical statistics and treatments on the specific topics seen most frequently. These posters were then used as artifacts in student designed e-portfolios.

IV. Results

Academic-service partnerships promote collaboration between professionals and students and offer opportunities for creative thinking while advancing mutual interests (Beal, 2012). One of the multi-faceted objectives of many community health agencies is increasing knowledge and awareness of health issues through innovative educational campaigns. A learning partnership between local community health care services (such as women's clinics, veteran support groups, high school health care groups) and a professional nursing concepts' class provided an avenue for development of a multi-topic educational website on "hot topic" health issues. A representative from the selected agency contact students and provide background information on the history, mission, offered services, and significance of the role of the community organization. Partnership with the agency provided an opportunity for students to become active participants in evidence-based research and health promotion in the clinical environment.

V. Discussion

E-portfolio is an effective learning method for novice nursing students. The impact and power of the use of the e-Portfolio is centered less on the technological aspects as the student's ability to critically think about the relevance of their artifacts, and their ability to see their own progression of professional maturity upon completion of the program. Initially, novice students struggle to understand how abstract theories, such as health promotion and becoming a nursing professional relate to curricular outcomes. Providing opportunities to display student assignments, related to curricular outcomes, and combined with reflective statements supports the use of e-portfolio. For example, students can see their progression from a simple, one-themed health promotion poster in the first semester to a research poster displaying results of a health promotion activity produced as a team data-driven artifact. Academic-practice partnerships are helpful to teach necessary professional concepts, such as multi-disciplinary communication and collaboration. Creating assignments that result in relevant artifacts that are usable to both the student and the collaborating agency enhance the mutual benefit model necessary in sustaining interest and support. For example, in partnering with awomen's health organization, the students felt a sense of pride in designing and

© 2016 Global Journals Inc. (US)

contributing to health promotion information directly used on the organizational website.

It is imperative that students make the correlationof learning concepts and personal accountability as contributing to a profession. Selection of artifacts for inclusion in an e-portfolio makes a broad statement as to how a student views themselves personally and professionally. Apart from student health promotion learning, students begin to create and formulate their own professional identity. For example, the student that posts pictures depicting personal artifacts (travel, social parties, non-professional appearance) communicates a less than professional identity that can hinder employment opportunities. Numerous students were hired prior to graduation from employer perusal of their ePortfolio artifacts. The majority of students include their professional paper and their posters that were initiated in the first semester. Faculty member feedback of ePortfolio and assessment comments opens dialogue as to whether this professional transformation is communicated in artifact selection and congruence with the student's stated philosophy of nursing. Additionally, the transformation between students early in a program as compared with those students approaching graduation is often apparent in analyzing artifacts. Ideally, student work should provide evidence of becoming more mature in the nursing process, and making vital connections between assignments.

VI. Conclusion

Faculty members in all levels of the program need to have a holistic perspective and a commitment to the process of relevant artifacts used in the e-portfolio. Promoting student understanding of e-portfolio as a learning tool begins early in a professional program of study. As first semester faculty members, we were challenged to build the infrastructure used for the final submission in the fifth semester. We found that each semester has to be represented with artifacts along the continuum, or students view the gaps as less important to their learning and professional growth. Remaining relevant to how students communicate with each other and their need for technology and information systems supports the utility of e-portfolio. Students have to incrementally collect artifacts throughout the program of study for inclusion in an e-portfolio to prevent end of the program capstone disconnect.

References Références Referencias

1. Beal, J.A. (2012). Academic-service partnerships in nursing: An integrative review. *Nursing Research and Practice, 2012*. doi:10.1155/2012/501564.
2. United States Department of Health and Human Services, Healthy People 2020. (2014).
3. *Health communication and health information technology*. Retrieved from http://www.healthy people. gov/2020/topicsobjectives2020/topics-objectives/topic/health-communication- andhealth information technology.

© 2016 Global Journals Inc. (US)

This page is intentionally left blank

© 2016 Global Journals Inc. (US)

Global Journals Inc. (US) Guidelines Handbook 2016

www.GlobalJournals.org

FELLOWS

FELLOW OF ASSOCIATION OF RESEARCH SOCIETY IN HUMAN SCIENCE (FARSHS)

Global Journals Incorporate (USA) is accredited by Open Association of Research Society (OARS), U.S.A and in turn, awards "FARSHS" title to individuals. The 'FARSHS' title is accorded to a selected professional after the approval of the Editor-in-Chief/Editorial Board Members/Dean.

- The "FARSHS" is a dignified title which is accorded to a person's name viz. Dr. John E. Hall, Ph.D., FARSS or William Walldroff, M.S., FARSHS.

FARSHS accrediting is an honor. It authenticates your research activities. After recognition as FARSHS, you can add 'FARSHS' title with your name as you use this recognition as additional suffix to your status. This will definitely enhance and add more value and repute to your name. You may use it on your professional Counseling Materials such as CV, Resume, and Visiting Card etc.

The following benefits can be availed by you only for next three years from the date of certification:

FARSHS designated members are entitled to avail a 40% discount while publishing their research papers (of a single author) with Global Journals Incorporation (USA), if the same is accepted by Editorial Board/Peer Reviewers. If you are a main author or co-author in case of multiple authors, you will be entitled to avail discount of 10%.

Once FARSHS title is accorded, the Fellow is authorized to organize symposium/seminar/conference on behalf of Global Journal Incorporation (USA). The Fellow can also participate in conference/seminar/symposium organized by another institution as representative of Global Journal. In both the cases, it is mandatory for him to discuss with us and obtain our consent.

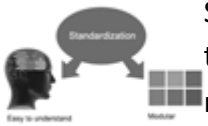
You may join as member of the Editorial Board of Global Journals Incorporation (USA) after successful completion of three years as Fellow and as Peer Reviewer. In addition, it is also desirable that you should organize seminar/symposium/conference at least once.

We shall provide you intimation regarding launching of e-version of journal of your stream time to time.This may be utilized in your library for the enrichment of knowledge of your students as well as it can also be helpful for the concerned faculty members.

© Copyright by Global Journals Inc.(US) | Guidelines Handbook

The FARSHS can go through standards of OARS. You can also play vital role if you have any suggestions so that proper amendment can take place to improve the same for the benefit of entire research community.

As FARSHS, you will be given a renowned, secure and free professional email address with 100 GB of space e.g. johnhall@globaljournals.org. This will include Webmail, Spam Assassin, Email Forwarders,Auto-Responders, Email Delivery Route tracing, etc.



The FARSHS will be eligible for a free application of standardization of their researches. Standardization of research will be subject to acceptability within stipulated norms as the next step after publishing in a journal. We shall depute a team of specialized research professionals who will render their services for elevating your researches to next higher level, which is worldwide open standardization.

The FARSHS member can apply for grading and certification of standards of the educational and Institutional Degrees to Open Association of Research, Society U.S.A.
Once you are designated as FARSHS, you may send us a scanned copy of all of your credentials. OARS will verify, grade and certify them. This will be based on your academic records, quality of research papers published by you, and some more criteria. After certification of all your credentials by OARS, they will be published on your Fellow Profile link on website https://associationofresearch.org which will be helpful to upgrade the dignity.

The FARSHS members can avail the benefits of free research podcasting in Global Research Radio with their research documents. After publishing the work, (including published elsewhere worldwide with proper authorization) you can upload your research paper with your recorded voice or you can utilize chargeable services of our professional RJs to record your paper in their voice on request.

The FARSHS member also entitled to get the benefits of free research podcasting of their research documents through video clips. We can also streamline your conference videos and display your slides/ online slides and online research video clips at reasonable charges, on request.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

The FARSHS is eligible to earn from sales proceeds of his/her researches/reference/review Books or literature, while publishing with Global Journals. The FARSHS can decide whether he/she would like to publish his/her research in a closed manner. In this case, whenever readers purchase that individual research paper for reading, maximum 60% of its profit earned as royalty by Global Journals, will be credited to his/her bank account. The entire entitled amount will be credited to his/her bank account exceeding limit of minimum fixed balance. There is no minimum time limit for collection. The FARSS member can decide its price and we can help in making the right decision.

The FARSHS member is eligible to join as a paid peer reviewer at Global Journals Incorporation (USA) and can get remuneration of 15% of author fees, taken from the author of a respective paper. After reviewing 5 or more papers you can request to transfer the amount to your bank account.

MEMBER OF ASSOCIATION OF RESEARCH SOCIETY IN HUMAN SCIENCE (MARSHS)

The ' MARSHS ' title is accorded to a selected professional after the approval of the Editor-in-Chief / Editorial Board Members/Dean.

The "MARSHS" is a dignified ornament which is accorded to a person's name viz. Dr John E. Hall, Ph.D., MARSHS or William Walldroff, M.S., MARSHS.

MARSHS accrediting is an honor. It authenticates your research activities. Afterbecoming MARSHS, you can add 'MARSHS' title with your name as you use this recognition as additional suffix to your status. This will definitely enhance and add more value and repute to your name. You may use it on your professional Counseling Materials such as CV, Resume, Visiting Card and Name Plate etc.

The following benefitscan be availed by you only for next three years from the date of certification.

MARSHS designated members are entitled to avail a 25% discount while publishing their research papers (of a single author) in Global Journals Inc., if the same is accepted by our Editorial Board and Peer Reviewers. If you are a main author or co-author of a group of authors, you will get discount of 10%.

As MARSHS, you willbegiven a renowned, secure and free professional email address with 30 GB of space e.g. johnhall@globaljournals.org. This will include Webmail, Spam Assassin, Email Forwarders,Auto-Responders, Email Delivery Route tracing, etc.

© Copyright by Global Journals Inc.(US) | Guidelines Handbook

We shall provide you intimation regarding launching of e-version of journal of your stream time to time.This may be utilized in your library for the enrichment of knowledge of your students as well as it can also be helpful for the concerned faculty members.

The MARSHS member can apply for approval, grading and certification of standards of their educational and Institutional Degrees to Open Association of Research, Society U.S.A.

Once you are designated as MARSHS, you may send us a scanned copy of all of your credentials. OARS will verify, grade and certify them. This will be based on your academic records, quality of research papers published by you, and some more criteria.

It is mandatory to read all terms and conditions carefully.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

AUXILIARY MEMBERSHIPS

Institutional Fellow of Open Association of Research Society (USA) - OARS (USA)

Global Journals Incorporation (USA) is accredited by Open Association of Research Society, U.S.A (OARS) and in turn, affiliates research institutions as "Institutional Fellow of Open Association of Research Society" (IFOARS).

The "FARSC" is a dignified title which is accorded to a person's name viz. Dr. John E. Hall, Ph.D., FARSC or William Walldroff, M.S., FARSC.

The IFOARS institution is entitled to form a Board comprised of one Chairperson and three to five board members preferably from different streams. The Board will be recognized as "Institutional Board of Open Association of Research Society"-(IBOARS).

The Institute will be entitled to following benefits:

The IBOARS can initially review research papers of their institute and recommend them to publish with respective journal of Global Journals. It can also review the papers of other institutions after obtaining our consent. The second review will be done by peer reviewer of Global Journals Incorporation (USA) The Board is at liberty to appoint a peer reviewer with the approval of chairperson after consulting us.

The author fees of such paper may be waived off up to 40%.

The Global Journals Incorporation (USA) at its discretion can also refer double blind peer reviewed paper at their end to the board for the verification and to get recommendation for final stage of acceptance of publication.

The IBOARS can organize symposium/seminar/conference in their country on behalf of Global Journals Incorporation (USA)-OARS (USA). The terms and conditions can be discussed separately.

The Board can also play vital role by exploring and giving valuable suggestions regarding the Standards of "Open Association of Research Society, U.S.A (OARS)" so that proper amendment can take place for the benefit of entire research community. We shall provide details of particular standard only on receipt of request from the Board.

The board members can also join us as Individual Fellow with 40% discount on total fees applicable to Individual Fellow. They will be entitled to avail all the benefits as declared. Please visit Individual Fellow-sub menu of GlobalJournals.org to have more relevant details.

© Copyright by Global Journals Inc.(US) | Guidelines Handbook

We shall provide you intimation regarding launching of e-version of journal of your stream time to time. This may be utilized in your library for the enrichment of knowledge of your students as well as it can also be helpful for the concerned faculty members.

After nomination of your institution as "Institutional Fellow" and constantly functioning successfully for one year, we can consider giving recognition to your institute to function as Regional/Zonal office on our behalf.
The board can also take up the additional allied activities for betterment after our consultation.

The following entitlements are applicable to individual Fellows:

Open Association of Research Society, U.S.A (OARS) By-laws states that an individual Fellow may use the designations as applicable, or the corresponding initials. The Credentials of individual Fellow and Associate designations signify that the individual has gained knowledge of the fundamental concepts. One is magnanimous and proficient in an expertise course covering the professional code of conduct, and follows recognized standards of practice.

Open Association of Research Society (US)/ Global Journals Incorporation (USA), as described in Corporate Statements, are educational, research publishing and professional membership organizations. Achieving our individual Fellow or Associate status is based mainly on meeting stated educational research requirements.

Disbursement of 40% Royalty earned through Global Journals : Researcher = 50%, Peer Reviewer = 37.50%, Institution = 12.50% E.g. Out of 40%, the 20% benefit should be passed on to researcher, 15 % benefit towards remuneration should be given to a reviewer and remaining 5% is to be retained by the institution.

We shall provide print version of 12 issues of any three journals [as per your requirement] out of our 38 journals worth $ 2376 USD.

Other:

The individual Fellow and Associate designations accredited by Open Association of Research Society (US) credentials signify guarantees following achievements:

- The professional accredited with Fellow honor, is entitled to various benefits viz. name, fame, honor, regular flow of income, secured bright future, social status etc.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

- In addition to above, if one is single author, then entitled to 40% discount on publishing research paper and can get 10%discount if one is co-author or main author among group of authors.
- The Fellow can organize symposium/seminar/conference on behalf of Global Journals Incorporation (USA) and he/she can also attend the same organized by other institutes on behalf of Global Journals.
- The Fellow can become member of Editorial Board Member after completing 3yrs.
- The Fellow can earn 60% of sales proceeds from the sale of reference/review books/literature/publishing of research paper.
- Fellow can also join as paid peer reviewer and earn 15% remuneration of author charges and can also get an opportunity to join as member of the Editorial Board of Global Journals Incorporation (USA)
- • This individual has learned the basic methods of applying those concepts and techniques to common challenging situations. This individual has further demonstrated an in–depth understanding of the application of suitable techniques to a particular area of research practice.

Note :

"

- In future, if the board feels the necessity to change any board member, the same can be done with the consent of the chairperson along with anyone board member without our approval.
- In case, the chairperson needs to be replaced then consent of 2/3rd board members are required and they are also required to jointly pass the resolution copy of which should be sent to us. In such case, it will be compulsory to obtain our approval before replacement.
- In case of "Difference of Opinion [if any]" among the Board members, our decision will be final and binding to everyone.

"

Process of submission of Research Paper

The Area or field of specialization may or may not be of any category as mentioned in 'Scope of Journal' menu of the GlobalJournals.org website. There are 37 Research Journal categorized with Six parental Journals GJCST, GJMR, GJRE, GJMBR, GJSFR, GJHSS. For Authors should prefer the mentioned categories. There are three widely used systems UDC, DDC and LCC. The details are available as 'Knowledge Abstract' at Home page. The major advantage of this coding is that, the research work will be exposed to and shared with all over the world as we are being abstracted and indexed worldwide.

The paper should be in proper format. The format can be downloaded from first page of 'Author Guideline' Menu. The Author is expected to follow the general rules as mentioned in this menu. The paper should be written in MS-Word Format (*.DOC,*.DOCX).

The Author can submit the paper either online or offline. The authors should prefer online submission.Online Submission: There are three ways to submit your paper:

(A) (I) First, register yourself using top right corner of Home page then Login. If you are already registered, then login using your username and password.

(II) Choose corresponding Journal.

(III) Click 'Submit Manuscript'. Fill required information and Upload the paper.

(B) If you are using Internet Explorer, then Direct Submission through Homepage is also available.

(C) If these two are not conveninet , and then email the paper directly to dean@globaljournals.org.

Offline Submission: Author can send the typed form of paper by Post. However, online submission should be preferred.

Preferred Author Guidelines

MANUSCRIPT STYLE INSTRUCTION (Must be strictly followed)

Page Size: 8.27" X 11'"

- Left Margin: 0.65
- Right Margin: 0.65
- Top Margin: 0.75
- Bottom Margin: 0.75
- Font type of all text should be Swis 721 Lt BT.
- Paper Title should be of Font Size 24 with one Column section.
- Author Name in Font Size of 11 with one column as of Title.
- Abstract Font size of 9 Bold, "Abstract" word in Italic Bold.
- Main Text: Font size 10 with justified two columns section
- Two Column with Equal Column with of 3.38 and Gaping of .2
- First Character must be three lines Drop capped.
- Paragraph before Spacing of 1 pt and After of 0 pt.
- Line Spacing of 1 pt
- Large Images must be in One Column
- Numbering of First Main Headings (Heading 1) must be in Roman Letters, Capital Letter, and Font Size of 10.
- Numbering of Second Main Headings (Heading 2) must be in Alphabets, Italic, and Font Size of 10.

You can use your own standard format also.
Author Guidelines:

1. General,

2. Ethical Guidelines,

3. Submission of Manuscripts,

4. Manuscript's Category,

5. Structure and Format of Manuscript,

6. After Acceptance.

1. GENERAL

Before submitting your research paper, one is advised to go through the details as mentioned in following heads. It will be beneficial, while peer reviewer justify your paper for publication.

Scope

The Global Journals Inc. (US) welcome the submission of original paper, review paper, survey article relevant to the all the streams of Philosophy and knowledge. The Global Journals Inc. (US) is parental platform for Global Journal of Computer Science and Technology, Researches in Engineering, Medical Research, Science Frontier Research, Human Social Science, Management, and Business organization. The choice of specific field can be done otherwise as following in Abstracting and Indexing Page on this Website. As the all Global

Journals Inc. (US) are being abstracted and indexed (in process) by most of the reputed organizations. Topics of only narrow interest will not be accepted unless they have wider potential or consequences.

2. ETHICAL GUIDELINES

Authors should follow the ethical guidelines as mentioned below for publication of research paper and research activities.

Papers are accepted on strict understanding that the material in whole or in part has not been, nor is being, considered for publication elsewhere. If the paper once accepted by Global Journals Inc. (US) and Editorial Board, will become the copyright of the Global Journals Inc. (US).

Authorship: The authors and coauthors should have active contribution to conception design, analysis and interpretation of findings. They should critically review the contents and drafting of the paper. All should approve the final version of the paper before submission

The Global Journals Inc. (US) follows the definition of authorship set up by the Global Academy of Research and Development. According to the Global Academy of R&D authorship, criteria must be based on:

1) Substantial contributions to conception and acquisition of data, analysis and interpretation of the findings.

2) Drafting the paper and revising it critically regarding important academic content.

3) Final approval of the version of the paper to be published.

All authors should have been credited according to their appropriate contribution in research activity and preparing paper. Contributors who do not match the criteria as authors may be mentioned under Acknowledgement.

Acknowledgements: Contributors to the research other than authors credited should be mentioned under acknowledgement. The specifications of the source of funding for the research if appropriate can be included. Suppliers of resources may be mentioned along with address.

Appeal of Decision: The Editorial Board's decision on publication of the paper is final and cannot be appealed elsewhere.

Permissions: It is the author's responsibility to have prior permission if all or parts of earlier published illustrations are used in this paper.

Please mention proper reference and appropriate acknowledgements wherever expected.

If all or parts of previously published illustrations are used, permission must be taken from the copyright holder concerned. It is the author's responsibility to take these in writing.

Approval for reproduction/modification of any information (including figures and tables) published elsewhere must be obtained by the authors/copyright holders before submission of the manuscript. Contributors (Authors) are responsible for any copyright fee involved.

3. SUBMISSION OF MANUSCRIPTS

Manuscripts should be uploaded via this online submission page. The online submission is most efficient method for submission of papers, as it enables rapid distribution of manuscripts and consequently speeds up the review procedure. It also enables authors to know the status of their own manuscripts by emailing us. Complete instructions for submitting a paper is available below.

Manuscript submission is a systematic procedure and little preparation is required beyond having all parts of your manuscript in a given format and a computer with an Internet connection and a Web browser. Full help and instructions are provided on-screen. As an author, you will be prompted for login and manuscript details as Field of Paper and then to upload your manuscript file(s) according to the instructions.

To avoid postal delays, all transaction is preferred by e-mail. A finished manuscript submission is confirmed by e-mail immediately and your paper enters the editorial process with no postal delays. When a conclusion is made about the publication of your paper by our Editorial Board, revisions can be submitted online with the same procedure, with an occasion to view and respond to all comments.

Complete support for both authors and co-author is provided.

4. MANUSCRIPT'S CATEGORY

Based on potential and nature, the manuscript can be categorized under the following heads:

Original research paper: Such papers are reports of high-level significant original research work.

Review papers: These are concise, significant but helpful and decisive topics for young researchers.

Research articles: These are handled with small investigation and applications

Research letters: The letters are small and concise comments on previously published matters.

5.STRUCTURE AND FORMAT OF MANUSCRIPT

The recommended size of original research paper is less than seven thousand words, review papers fewer than seven thousands words also.Preparation of research paper or how to write research paper, are major hurdle, while writing manuscript. The research articles and research letters should be fewer than three thousand words, the structure original research paper; sometime review paper should be as follows:

Papers: These are reports of significant research (typically less than 7000 words equivalent, including tables, figures, references), and comprise:

(a)Title should be relevant and commensurate with the theme of the paper.

(b) A brief Summary, "Abstract" (less than 150 words) containing the major results and conclusions.

(c) Up to ten keywords, that precisely identifies the paper's subject, purpose, and focus.

(d) An Introduction, giving necessary background excluding subheadings; objectives must be clearly declared.

(e) Resources and techniques with sufficient complete experimental details (wherever possible by reference) to permit repetition; sources of information must be given and numerical methods must be specified by reference, unless non-standard.

(f) Results should be presented concisely, by well-designed tables and/or figures; the same data may not be used in both; suitable statistical data should be given. All data must be obtained with attention to numerical detail in the planning stage. As reproduced design has been recognized to be important to experiments for a considerable time, the Editor has decided that any paper that appears not to have adequate numerical treatments of the data will be returned un-refereed;

(g) Discussion should cover the implications and consequences, not just recapitulating the results; conclusions should be summarizing.

(h) Brief Acknowledgements.

(i) References in the proper form.

Authors should very cautiously consider the preparation of papers to ensure that they communicate efficiently. Papers are much more likely to be accepted, if they are cautiously designed and laid out, contain few or no errors, are summarizing, and be conventional to the approach and instructions. They will in addition, be published with much less delays than those that require much technical and editorial correction.

The Editorial Board reserves the right to make literary corrections and to make suggestions to improve briefness.

It is vital, that authors take care in submitting a manuscript that is written in simple language and adheres to published guidelines.

Format

Language: The language of publication is UK English. Authors, for whom English is a second language, must have their manuscript efficiently edited by an English-speaking person before submission to make sure that, the English is of high excellence. It is preferable, that manuscripts should be professionally edited.

Standard Usage, Abbreviations, and Units: Spelling and hyphenation should be conventional to The Concise Oxford English Dictionary. Statistics and measurements should at all times be given in figures, e.g. 16 min, except for when the number begins a sentence. When the number does not refer to a unit of measurement it should be spelt in full unless, it is 160 or greater.

Abbreviations supposed to be used carefully. The abbreviated name or expression is supposed to be cited in full at first usage, followed by the conventional abbreviation in parentheses.

Metric SI units are supposed to generally be used excluding where they conflict with current practice or are confusing. For illustration, 1.4 l rather than 1.4 × 10-3 m3, or 4 mm somewhat than 4 × 10-3 m. Chemical formula and solutions must identify the form used, e.g. anhydrous or hydrated, and the concentration must be in clearly defined units. Common species names should be followed by underlines at the first mention. For following use the generic name should be constricted to a single letter, if it is clear.

Structure

All manuscripts submitted to Global Journals Inc. (US), ought to include:

Title: The title page must carry an instructive title that reflects the content, a running title (less than 45 characters together with spaces), names of the authors and co-authors, and the place(s) wherever the work was carried out. The full postal address in addition with the e-mail address of related author must be given. Up to eleven keywords or very brief phrases have to be given to help data retrieval, mining and indexing.

Abstract, used in Original Papers and Reviews:

Optimizing Abstract for Search Engines

Many researchers searching for information online will use search engines such as Google, Yahoo or similar. By optimizing your paper for search engines, you will amplify the chance of someone finding it. This in turn will make it more likely to be viewed and/or cited in a further work. Global Journals Inc. (US) have compiled these guidelines to facilitate you to maximize the web-friendliness of the most public part of your paper.

Key Words

A major linchpin in research work for the writing research paper is the keyword search, which one will employ to find both library and Internet resources.

One must be persistent and creative in using keywords. An effective keyword search requires a strategy and planning a list of possible keywords and phrases to try.

Search engines for most searches, use Boolean searching, which is somewhat different from Internet searches. The Boolean search uses "operators," words (and, or, not, and near) that enable you to expand or narrow your affords. Tips for research paper while preparing research paper are very helpful guideline of research paper.

Choice of key words is first tool of tips to write research paper. Research paper writing is an art.A few tips for deciding as strategically as possible about keyword search:

- One should start brainstorming lists of possible keywords before even begin searching. Think about the most important concepts related to research work. Ask, "What words would a source have to include to be truly valuable in research paper?" Then consider synonyms for the important words.
- It may take the discovery of only one relevant paper to let steer in the right keyword direction because in most databases, the keywords under which a research paper is abstracted are listed with the paper.
- One should avoid outdated words.

Keywords are the key that opens a door to research work sources. Keyword searching is an art in which researcher's skills are bound to improve with experience and time.

Numerical Methods: Numerical methods used should be clear and, where appropriate, supported by references.

Acknowledgements: Please make these as concise as possible.

References

References follow the Harvard scheme of referencing. References in the text should cite the authors' names followed by the time of their publication, unless there are three or more authors when simply the first author's name is quoted followed by et al. unpublished work has to only be cited where necessary, and only in the text. Copies of references in press in other journals have to be supplied with submitted typescripts. It is necessary that all citations and references be carefully checked before submission, as mistakes or omissions will cause delays.

References to information on the World Wide Web can be given, but only if the information is available without charge to readers on an official site. Wikipedia and Similar websites are not allowed where anyone can change the information. Authors will be asked to make available electronic copies of the cited information for inclusion on the Global Journals Inc. (US) homepage at the judgment of the Editorial Board.

The Editorial Board and Global Journals Inc. (US) recommend that, citation of online-published papers and other material should be done via a DOI (digital object identifier). If an author cites anything, which does not have a DOI, they run the risk of the cited material not being noticeable.

The Editorial Board and Global Journals Inc. (US) recommend the use of a tool such as Reference Manager for reference management and formatting.

Tables, Figures and Figure Legends

Tables: Tables should be few in number, cautiously designed, uncrowned, and include only essential data. Each must have an Arabic number, e.g. Table 4, a self-explanatory caption and be on a separate sheet. Vertical lines should not be used.

Figures: Figures are supposed to be submitted as separate files. Always take in a citation in the text for each figure using Arabic numbers, e.g. Fig. 4. Artwork must be submitted online in electronic form by e-mailing them.

Preparation of Electronic Figures for Publication

Even though low quality images are sufficient for review purposes, print publication requires high quality images to prevent the final product being blurred or fuzzy. Submit (or e-mail) EPS (line art) or TIFF (halftone/photographs) files only. MS PowerPoint and Word Graphics are unsuitable for printed pictures. Do not use pixel-oriented software. Scans (TIFF only) should have a resolution of at least 350 dpi (halftone) or 700 to 1100 dpi (line drawings) in relation to the imitation size. Please give the data for figures in black and white or submit a Color Work Agreement Form. EPS files must be saved with fonts embedded (and with a TIFF preview, if possible).

For scanned images, the scanning resolution (at final image size) ought to be as follows to ensure good reproduction: line art: >650 dpi; halftones (including gel photographs) : >350 dpi; figures containing both halftone and line images: >650 dpi.

Color Charges: It is the rule of the Global Journals Inc. (US) for authors to pay the full cost for the reproduction of their color artwork. Hence, please note that, if there is color artwork in your manuscript when it is accepted for publication, we would require you to complete and return a color work agreement form before your paper can be published.

Figure Legends: Self-explanatory legends of all figures should be incorporated separately under the heading 'Legends to Figures'. In the full-text online edition of the journal, figure legends may possibly be truncated in abbreviated links to the full screen version. Therefore, the first 100 characters of any legend should notify the reader, about the key aspects of the figure.

6. AFTER ACCEPTANCE

Upon approval of a paper for publication, the manuscript will be forwarded to the dean, who is responsible for the publication of the Global Journals Inc. (US).

6.1 Proof Corrections

The corresponding author will receive an e-mail alert containing a link to a website or will be attached. A working e-mail address must therefore be provided for the related author.

Acrobat Reader will be required in order to read this file. This software can be downloaded

(Free of charge) from the following website:

www.adobe.com/products/acrobat/readstep2.html. This will facilitate the file to be opened, read on screen, and printed out in order for any corrections to be added. Further instructions will be sent with the proof.

Proofs must be returned to the dean at dean@globaljournals.org within three days of receipt.

As changes to proofs are costly, we inquire that you only correct typesetting errors. All illustrations are retained by the publisher. Please note that the authors are responsible for all statements made in their work, including changes made by the copy editor.

6.2 Early View of Global Journals Inc. (US) (Publication Prior to Print)

The Global Journals Inc. (US) are enclosed by our publishing's Early View service. Early View articles are complete full-text articles sent in advance of their publication. Early View articles are absolute and final. They have been completely reviewed, revised and edited for publication, and the authors' final corrections have been incorporated. Because they are in final form, no changes can be made after sending them. The nature of Early View articles means that they do not yet have volume, issue or page numbers, so Early View articles cannot be cited in the conventional way.

6.3 Author Services

Online production tracking is available for your article through Author Services. Author Services enables authors to track their article - once it has been accepted - through the production process to publication online and in print. Authors can check the status of their articles online and choose to receive automated e-mails at key stages of production. The authors will receive an e-mail with a unique link that enables them to register and have their article automatically added to the system. Please ensure that a complete e-mail address is provided when submitting the manuscript.

6.4 Author Material Archive Policy

Please note that if not specifically requested, publisher will dispose off hardcopy & electronic information submitted, after the two months of publication. If you require the return of any information submitted, please inform the Editorial Board or dean as soon as possible.

6.5 Offprint and Extra Copies

A PDF offprint of the online-published article will be provided free of charge to the related author, and may be distributed according to the Publisher's terms and conditions. Additional paper offprint may be ordered by emailing us at: editor@globaljournals.org .

Before start writing a good quality Computer Science Research Paper, let us first understand what is Computer Science Research Paper? So, Computer Science Research Paper is the paper which is written by professionals or scientists who are associated to Computer Science and Information Technology, or doing research study in these areas. If you are novel to this field then you can consult about this field from your supervisor or guide.

TECHNIQUES FOR WRITING A GOOD QUALITY RESEARCH PAPER:

1. Choosing the topic: In most cases, the topic is searched by the interest of author but it can be also suggested by the guides. You can have several topics and then you can judge that in which topic or subject you are finding yourself most comfortable. This can be done by asking several questions to yourself, like Will I be able to carry our search in this area? Will I find all necessary recourses to accomplish the search? Will I be able to find all information in this field area? If the answer of these types of questions will be "Yes" then you can choose that topic. In most of the cases, you may have to conduct the surveys and have to visit several places because this field is related to Computer Science and Information Technology. Also, you may have to do a lot of work to find all rise and falls regarding the various data of that subject. Sometimes, detailed information plays a vital role, instead of short information.

2. Evaluators are human: First thing to remember that evaluators are also human being. They are not only meant for rejecting a paper. They are here to evaluate your paper. So, present your Best.

3. Think Like Evaluators: If you are in a confusion or getting demotivated that your paper will be accepted by evaluators or not, then think and try to evaluate your paper like an Evaluator. Try to understand that what an evaluator wants in your research paper and automatically you will have your answer.

4. Make blueprints of paper: The outline is the plan or framework that will help you to arrange your thoughts. It will make your paper logical. But remember that all points of your outline must be related to the topic you have chosen.

5. Ask your Guides: If you are having any difficulty in your research, then do not hesitate to share your difficulty to your guide (if you have any). They will surely help you out and resolve your doubts. If you can't clarify what exactly you require for your work then ask the supervisor to help you with the alternative. He might also provide you the list of essential readings.

6. Use of computer is recommended: As you are doing research in the field of Computer Science, then this point is quite obvious.

7. Use right software: Always use good quality software packages. If you are not capable to judge good software then you can lose quality of your paper unknowingly. There are various software programs available to help you, which you can get through Internet.

8. Use the Internet for help: An excellent start for your paper can be by using the Google. It is an excellent search engine, where you can have your doubts resolved. You may also read some answers for the frequent question how to write my research paper or find model research paper. From the internet library you can download books. If you have all required books make important reading selecting and analyzing the specified information. Then put together research paper sketch out.

9. Use and get big pictures: Always use encyclopedias, Wikipedia to get pictures so that you can go into the depth.

10. Bookmarks are useful: When you read any book or magazine, you generally use bookmarks, right! It is a good habit, which helps to not to lose your continuity. You should always use bookmarks while searching on Internet also, which will make your search easier.

11. Revise what you wrote: When you write anything, always read it, summarize it and then finalize it.

12. Make all efforts: Make all efforts to mention what you are going to write in your paper. That means always have a good start. Try to mention everything in introduction, that what is the need of a particular research paper. Polish your work by good skill of writing and always give an evaluator, what he wants.

13. Have backups: When you are going to do any important thing like making research paper, you should always have backup copies of it either in your computer or in paper. This will help you to not to lose any of your important.

14. Produce good diagrams of your own: Always try to include good charts or diagrams in your paper to improve quality. Using several and unnecessary diagrams will degrade the quality of your paper by creating "hotchpotch." So always, try to make and include those diagrams, which are made by your own to improve readability and understandability of your paper.

15. Use of direct quotes: When you do research relevant to literature, history or current affairs then use of quotes become essential but if study is relevant to science then use of quotes is not preferable.

16. Use proper verb tense: Use proper verb tenses in your paper. Use past tense, to present those events that happened. Use present tense to indicate events that are going on. Use future tense to indicate future happening events. Use of improper and wrong tenses will confuse the evaluator. Avoid the sentences that are incomplete.

17. Never use online paper: If you are getting any paper on Internet, then never use it as your research paper because it might be possible that evaluator has already seen it or maybe it is outdated version.

18. Pick a good study spot: To do your research studies always try to pick a spot, which is quiet. Every spot is not for studies. Spot that suits you choose it and proceed further.

19. Know what you know: Always try to know, what you know by making objectives. Else, you will be confused and cannot achieve your target.

20. Use good quality grammar: Always use a good quality grammar and use words that will throw positive impact on evaluator. Use of good quality grammar does not mean to use tough words, that for each word the evaluator has to go through dictionary. Do not start sentence with a conjunction. Do not fragment sentences. Eliminate one-word sentences. Ignore passive voice. Do not ever use a big word when a diminutive one would suffice. Verbs have to be in agreement with their subjects. Prepositions are not expressions to finish sentences with. It is incorrect to ever divide an infinitive. Avoid clichés like the disease. Also, always shun irritating alliteration. Use language that is simple and straight forward. put together a neat summary.

21. Arrangement of information: Each section of the main body should start with an opening sentence and there should be a changeover at the end of the section. Give only valid and powerful arguments to your topic. You may also maintain your arguments with records.

22. Never start in last minute: Always start at right time and give enough time to research work. Leaving everything to the last minute will degrade your paper and spoil your work.

23. Multitasking in research is not good: Doing several things at the same time proves bad habit in case of research activity. Research is an area, where everything has a particular time slot. Divide your research work in parts and do particular part in particular time slot.

24. Never copy others' work: Never copy others' work and give it your name because if evaluator has seen it anywhere you will be in trouble.

25. Take proper rest and food: No matter how many hours you spend for your research activity, if you are not taking care of your health then all your efforts will be in vain. For a quality research, study is must, and this can be done by taking proper rest and food.

26. Go for seminars: Attend seminars if the topic is relevant to your research area. Utilize all your resources.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

27. Refresh your mind after intervals: Try to give rest to your mind by listening to soft music or by sleeping in intervals. This will also improve your memory.

28. Make colleagues: Always try to make colleagues. No matter how sharper or intelligent you are, if you make colleagues you can have several ideas, which will be helpful for your research.

29. Think technically: Always think technically. If anything happens, then search its reasons, its benefits, and demerits.

30. Think and then print: When you will go to print your paper, notice that tables are not be split, headings are not detached from their descriptions, and page sequence is maintained.

31. Adding unnecessary information: Do not add unnecessary information, like, I have used MS Excel to draw graph. Do not add irrelevant and inappropriate material. These all will create superfluous. Foreign terminology and phrases are not apropos. One should NEVER take a broad view. Analogy in script is like feathers on a snake. Not at all use a large word when a very small one would be sufficient. Use words properly, regardless of how others use them. Remove quotations. Puns are for kids, not grunt readers. Amplification is a billion times of inferior quality than sarcasm.

32. Never oversimplify everything: To add material in your research paper, never go for oversimplification. This will definitely irritate the evaluator. Be more or less specific. Also too, by no means, ever use rhythmic redundancies. Contractions aren't essential and shouldn't be there used. Comparisons are as terrible as clichés. Give up ampersands and abbreviations, and so on. Remove commas, that are, not necessary. Parenthetical words however should be together with this in commas. Understatement is all the time the complete best way to put onward earth-shaking thoughts. Give a detailed literary review.

33. Report concluded results: Use concluded results. From raw data, filter the results and then conclude your studies based on measurements and observations taken. Significant figures and appropriate number of decimal places should be used. Parenthetical remarks are prohibitive. Proofread carefully at final stage. In the end give outline to your arguments. Spot out perspectives of further study of this subject. Justify your conclusion by at the bottom of them with sufficient justifications and examples.

34. After conclusion: Once you have concluded your research, the next most important step is to present your findings. Presentation is extremely important as it is the definite medium though which your research is going to be in print to the rest of the crowd. Care should be taken to categorize your thoughts well and present them in a logical and neat manner. A good quality research paper format is essential because it serves to highlight your research paper and bring to light all necessary aspects in your research.

Informal Guidelines of Research Paper Writing

Key points to remember:

- Submit all work in its final form.
- Write your paper in the form, which is presented in the guidelines using the template.
- Please note the criterion for grading the final paper by peer-reviewers.

Final Points:

A purpose of organizing a research paper is to let people to interpret your effort selectively. The journal requires the following sections, submitted in the order listed, each section to start on a new page.

The introduction will be compiled from reference matter and will reflect the design processes or outline of basis that direct you to make study. As you will carry out the process of study, the method and process section will be constructed as like that. The result segment will show related statistics in nearly sequential order and will direct the reviewers next to the similar intellectual paths throughout the data that you took to carry out your study. The discussion section will provide understanding of the data and projections as to the implication of the results. The use of good quality references all through the paper will give the effort trustworthiness by representing an alertness of prior workings.

Writing a research paper is not an easy job no matter how trouble-free the actual research or concept. Practice, excellent preparation, and controlled record keeping are the only means to make straightforward the progression.

General style:

Specific editorial column necessities for compliance of a manuscript will always take over from directions in these general guidelines.

To make a paper clear

· Adhere to recommended page limits

Mistakes to evade

- Insertion a title at the foot of a page with the subsequent text on the next page
- Separating a table/chart or figure - impound each figure/table to a single page
- Submitting a manuscript with pages out of sequence

In every sections of your document

· Use standard writing style including articles ("a", "the," etc.)

· Keep on paying attention on the research topic of the paper

· Use paragraphs to split each significant point (excluding for the abstract)

· Align the primary line of each section

· Present your points in sound order

· Use present tense to report well accepted

· Use past tense to describe specific results

· Shun familiar wording, don't address the reviewer directly, and don't use slang, slang language, or superlatives

· Shun use of extra pictures - include only those figures essential to presenting results

Title Page:

Choose a revealing title. It should be short. It should not have non-standard acronyms or abbreviations. It should not exceed two printed lines. It should include the name(s) and address (es) of all authors.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

Abstract:

The summary should be two hundred words or less. It should briefly and clearly explain the key findings reported in the manuscript--must have precise statistics. It should not have abnormal acronyms or abbreviations. It should be logical in itself. Shun citing references at this point.

An abstract is a brief distinct paragraph summary of finished work or work in development. In a minute or less a reviewer can be taught the foundation behind the study, common approach to the problem, relevant results, and significant conclusions or new questions.

Write your summary when your paper is completed because how can you write the summary of anything which is not yet written? Wealth of terminology is very essential in abstract. Yet, use comprehensive sentences and do not let go readability for briefness. You can maintain it succinct by phrasing sentences so that they provide more than lone rationale. The author can at this moment go straight to shortening the outcome. Sum up the study, with the subsequent elements in any summary. Try to maintain the initial two items to no more than one ruling each.

- Reason of the study - theory, overall issue, purpose
- Fundamental goal
- To the point depiction of the research
- Consequences, including definite statistics - if the consequences are quantitative in nature, account quantitative data; results of any numerical analysis should be reported
- Significant conclusions or questions that track from the research(es)

Approach:

- Single section, and succinct
- As a outline of job done, it is always written in past tense
- A conceptual should situate on its own, and not submit to any other part of the paper such as a form or table
- Center on shortening results - bound background information to a verdict or two, if completely necessary
- What you account in an conceptual must be regular with what you reported in the manuscript
- Exact spelling, clearness of sentences and phrases, and appropriate reporting of quantities (proper units, important statistics) are just as significant in an abstract as they are anywhere else

Introduction:

The **Introduction** should "introduce" the manuscript. The reviewer should be presented with sufficient background information to be capable to comprehend and calculate the purpose of your study without having to submit to other works. The basis for the study should be offered. Give most important references but shun difficult to make a comprehensive appraisal of the topic. In the introduction, describe the problem visibly. If the problem is not acknowledged in a logical, reasonable way, the reviewer will have no attention in your result. Speak in common terms about techniques used to explain the problem, if needed, but do not present any particulars about the protocols here. Following approach can create a valuable beginning:

- Explain the value (significance) of the study
- Shield the model - why did you employ this particular system or method? What is its compensation? You strength remark on its appropriateness from a abstract point of vision as well as point out sensible reasons for using it.
- Present a justification. Status your particular theory (es) or aim(s), and describe the logic that led you to choose them.
- Very for a short time explain the tentative propose and how it skilled the declared objectives.

Approach:

- Use past tense except for when referring to recognized facts. After all, the manuscript will be submitted after the entire job is done.
- Sort out your thoughts; manufacture one key point with every section. If you make the four points listed above, you will need a least of four paragraphs.

- Present surroundings information only as desirable in order hold up a situation. The reviewer does not desire to read the whole thing you know about a topic.
- Shape the theory/purpose specifically - do not take a broad view.
- As always, give awareness to spelling, simplicity and correctness of sentences and phrases.

Procedures (Methods and Materials):

This part is supposed to be the easiest to carve if you have good skills. A sound written Procedures segment allows a capable scientist to replacement your results. Present precise information about your supplies. The suppliers and clarity of reagents can be helpful bits of information. Present methods in sequential order but linked methodologies can be grouped as a segment. Be concise when relating the protocols. Attempt for the least amount of information that would permit another capable scientist to spare your outcome but be cautious that vital information is integrated. The use of subheadings is suggested and ought to be synchronized with the results section. When a technique is used that has been well described in another object, mention the specific item describing a way but draw the basic principle while stating the situation. The purpose is to text all particular resources and broad procedures, so that another person may use some or all of the methods in one more study or referee the scientific value of your work. It is not to be a step by step report of the whole thing you did, nor is a methods section a set of orders.

Materials:

- Explain materials individually only if the study is so complex that it saves liberty this way.
- Embrace particular materials, and any tools or provisions that are not frequently found in laboratories.
- Do not take in frequently found.
- If use of a definite type of tools.
- Materials may be reported in a part section or else they may be recognized along with your measures.

Methods:

- Report the method (not particulars of each process that engaged the same methodology)
- Describe the method entirely
- To be succinct, present methods under headings dedicated to specific dealings or groups of measures
- Simplify - details how procedures were completed not how they were exclusively performed on a particular day.
- If well known procedures were used, account the procedure by name, possibly with reference, and that's all.

Approach:

- It is embarrassed or not possible to use vigorous voice when documenting methods with no using first person, which would focus the reviewer's interest on the researcher rather than the job. As a result when script up the methods most authors use third person passive voice.
- Use standard style in this and in every other part of the paper - avoid familiar lists, and use full sentences.

What to keep away from

- Resources and methods are not a set of information.
- Skip all descriptive information and surroundings - save it for the argument.
- Leave out information that is immaterial to a third party.

Results:

The principle of a results segment is to present and demonstrate your conclusion. Create this part a entirely objective details of the outcome, and save all understanding for the discussion.

The page length of this segment is set by the sum and types of data to be reported. Carry on to be to the point, by means of statistics and tables, if suitable, to present consequences most efficiently.You must obviously differentiate material that would usually be incorporated in a study editorial from any unprocessed data or additional appendix matter that would not be available. In fact, such matter should not be submitted at all except requested by the instructor.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

Content

- Sum up your conclusion in text and demonstrate them, if suitable, with figures and tables.
- In manuscript, explain each of your consequences, point the reader to remarks that are most appropriate.
- Present a background, such as by describing the question that was addressed by creation an exacting study.
- Explain results of control experiments and comprise remarks that are not accessible in a prescribed figure or table, if appropriate.
- Examine your data, then prepare the analyzed (transformed) data in the form of a figure (graph), table, or in manuscript form.

What to stay away from

- Do not discuss or infer your outcome, report surroundings information, or try to explain anything.
- Not at all, take in raw data or intermediate calculations in a research manuscript.
- Do not present the similar data more than once.
- Manuscript should complement any figures or tables, not duplicate the identical information.
- Never confuse figures with tables - there is a difference.

Approach

- As forever, use past tense when you submit to your results, and put the whole thing in a reasonable order.
- Put figures and tables, appropriately numbered, in order at the end of the report
- If you desire, you may place your figures and tables properly within the text of your results part.

Figures and tables

- If you put figures and tables at the end of the details, make certain that they are visibly distinguished from any attach appendix materials, such as raw facts
- Despite of position, each figure must be numbered one after the other and complete with subtitle
- In spite of position, each table must be titled, numbered one after the other and complete with heading
- All figure and table must be adequately complete that it could situate on its own, divide from text

Discussion:

The Discussion is expected the trickiest segment to write and describe. A lot of papers submitted for journal are discarded based on problems with the Discussion. There is no head of state for how long a argument should be. Position your understanding of the outcome visibly to lead the reviewer through your conclusions, and then finish the paper with a summing up of the implication of the study. The purpose here is to offer an understanding of your results and hold up for all of your conclusions, using facts from your research and generally accepted information, if suitable. The implication of result should be visibly described. Infer your data in the conversation in suitable depth. This means that when you clarify an observable fact you must explain mechanisms that may account for the observation. If your results vary from your prospect, make clear why that may have happened. If your results agree, then explain the theory that the proof supported. It is never suitable to just state that the data approved with prospect, and let it drop at that.

- Make a decision if each premise is supported, discarded, or if you cannot make a conclusion with assurance. Do not just dismiss a study or part of a study as "uncertain."
- Research papers are not acknowledged if the work is imperfect. Draw what conclusions you can based upon the results that you have, and take care of the study as a finished work
- You may propose future guidelines, such as how the experiment might be personalized to accomplish a new idea.
- Give details all of your remarks as much as possible, focus on mechanisms.
- Make a decision if the tentative design sufficiently addressed the theory, and whether or not it was correctly restricted.
- Try to present substitute explanations if sensible alternatives be present.
- One research will not counter an overall question, so maintain the large picture in mind, where do you go next? The best studies unlock new avenues of study. What questions remain?
- Recommendations for detailed papers will offer supplementary suggestions.

Approach:

- When you refer to information, differentiate data generated by your own studies from available information
- Submit to work done by specific persons (including you) in past tense.
- Submit to generally acknowledged facts and main beliefs in present tense.

Please carefully note down following rules and regulation before submitting your Research Paper to Global Journals Inc. (US):

Segment Draft and Final Research Paper: You have to strictly follow the template of research paper. If it is not done your paper may get rejected.

- The **major constraint** is that you must independently make all content, tables, graphs, and facts that are offered in the paper. You must write each part of the paper wholly on your own. The Peer-reviewers need to identify your own perceptive of the concepts in your own terms. NEVER extract straight from any foundation, and never rephrase someone else's analysis.

- Do not give permission to anyone else to "PROOFREAD" your manuscript.

- Methods to avoid Plagiarism is applied by us on every paper, if found guilty, you will be blacklisted by all of our collaborated research groups, your institution will be informed for this and strict legal actions will be taken immediately.)
- To guard yourself and others from possible illegal use please do not permit anyone right to use to your paper and files.

© Copyright by Global Journals Inc.(US)| Guidelines Handbook

Criterion for Grading a Research Paper (Compilation) by Global Journals Inc. (US)

Please note that following table is only a Grading of "Paper Compilation" and not on "Performed/Stated Research" whose grading solely depends on Individual Assigned Peer Reviewer and Editorial Board Member. These can be available only on request and after decision of Paper. This report will be the property of Global Journals Inc. (US).

Topics	Grades		
	A-B	**C-D**	**E-F**
Abstract	Clear and concise with appropriate content, Correct format. 200 words or below	Unclear summary and no specific data, Incorrect form Above 200 words	No specific data with ambiguous information Above 250 words
Introduction	Containing all background details with clear goal and appropriate details, flow specification, no grammar and spelling mistake, well organized sentence and paragraph, reference cited	Unclear and confusing data, appropriate format, grammar and spelling errors with unorganized matter	Out of place depth and content, hazy format
Methods and Procedures	Clear and to the point with well arranged paragraph, precision and accuracy of facts and figures, well organized subheads	Difficult to comprehend with embarrassed text, too much explanation but completed	Incorrect and unorganized structure with hazy meaning
Result	Well organized, Clear and specific, Correct units with precision, correct data, well structuring of paragraph, no grammar and spelling mistake	Complete and embarrassed text, difficult to comprehend	Irregular format with wrong facts and figures
Discussion	Well organized, meaningful specification, sound conclusion, logical and concise explanation, highly structured paragraph reference cited	Wordy, unclear conclusion, spurious	Conclusion is not cited, unorganized, difficult to comprehend
References	Complete and correct format, well organized	Beside the point, Incomplete	Wrong format and structuring

INDEX

B

Baccalaureate · 3, 6

D

Diaspora · 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25

E

Enormous · 3, 8

G

Ghanaian · 22, 26

I

Iconoclastic · 19

M

Meticulously · 8

N

Nauseating · 3
Neoliberalizam. 10
Nightmare · 7

save our planet

Global Journal of Human Social Science

Visit us on the Web at www.GlobalJournals.org | www.SocialScienceResearch.org
or email us at helpdesk@globaljournals.org

ISSN 975587

© Global Journals