

A STUDY ON IMPACT OF COVID – 19 PANDEMICS IN WORK LIFE BALANCING OF PRIVATE EMPLOYEES

Submitted in partial fulfilment of the requirement for the award of
Bachelor of Business Administration

By

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**DEPARTMENT OF BUSINESS ADMINISTRATION
SCHOOL OF MANAGEMENT STUDIES**

SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

(DEEMED TO BE UNIVERSITY)

Accredited with Grade “A” by NAAC | 12B Status by UGC | Approved by AICTE

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CHENNAI - 600 119

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BONAFIDE CERTIFICATE

This is to certify that this Project Report is the bonafide work of **JAHNAVI V (38280047)** who carried out the project entitled "**A Study on Impact of covid1-19 Pandemic in work life balancing of private employees**" under our supervision from January 2021 to March 2021.

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Submitted for Viva voce Examination held on_____

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DECLARATION

I JAHNAVI V (38280047) here by declare that the Project Report entitled “**A Study on impact of covid-19 pandemic in work life balancing of private employees**” done by me under the guidance of Dr TR. Kalai Lakshmi M.A., M.B.A., M.Phil., Ph.D., at SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY, CHENNAI IS submitted in partial fulfillment of the requirements for the award of bachelor of Business Administration degree .

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TABLE OF CONTENTS

CHAPTER NO.	TITLE	PAGE NO
	ABSTRACT	i
	LIST OF TABLES	iii
	LIST OF CHARTS	iv
	INTRODUCTION	5-10
1	1.1 Introduction	5
	1.2 Industry profile	7
	REVIEW OF LITERATURE	11-18
2	2.1 Introduction	11
	2.2 List of reviews	11
	2.3 Conclusion	18
	RESEARCH METHODOLOGY	19-21
3	3.1 Need for Study	19
	3.2 Scope and Significance of Study	19
	3.3 Objectives of the Study	19
	3.4 Research Design	20
	3.5 Sources of Data	20
	3.6 Structure of Questionnaire	20
	3.7 Sampling Technique	20
	3.8 Period of Study	20
	3.9 Analytical Tools	20
	3.10 Limitations of the Study	21
	DATA ANALYSIS AND INTERPRETATION	22-45
4	4.1 Percentage analysis	22
5	5.1 Findings	43
	5.2 Suggestions	44
	5.3 Conclusion	45
	REFERENCES	46
	BIBLIOGRAPHY	49
	APPENDIX-1(Questionnaire)	54

ABSTRACT

There is a developing readiness in today's workplaces that employees don't surrender their lives only on the grounds that they work. Work and life remain the two most paramount areas in the life of a utilized single person. Nonetheless, the test of adjusting work and non-work requests is one of today's focal attentiveness toward both people and organizations. With the developing differences of family structures spoke to in today's workforce, especially with the developing standard of double profession families, the imperativeness of dealing with an employee's work-life balance have expanded notably in recent years. Managements understand that the nature of an employee's close to home and family life effects work quality and that there are solid business motivations to advertise work and non-work coordination.

Work life balance is important for both, business practice and academic research. The literature shows that work-life balance is a central issue affecting wellbeing, as family and work are the most important elements of everyone's life in this covid-19 pandemic. Any competing demands of work and family life cause conflict and negatively affect the wellbeing of worker. This study focused on assessing the impact of work-life balance determined by work-family conflict and family work conflict on the wellbeing of individuals employed in the private sector in India. Wellbeing was measured by levels of family satisfaction, work satisfaction and psychological distress.

The study identified the existence of negative effects of poor WLB determined by high levels of work-family conflict and family-work conflict on family satisfaction. This study also confirmed negative effects of poor WLB due to high levels of work-family conflict on work satisfaction and psychological health. Negative impacts of family-work conflict on work satisfaction and psychological health were not supported. This study also showed that the main causes of work family conflicts were excessive working hours and inflexibility of work schedule. It was recognized that employers can improve WLB by implementing family friendly initiatives such as flexi-time, time off in lieu, compressed working week, childcare support, and eldercare support.

LIST OF TABLES

TABLE NO	PARTICULARS	PAGE NO
4.1.1	Gender of the respondents	28
4.1.2	Age of the respondents	29
4.1.3	Designation of the respondents	30
4.1.4	Marital status of the respondents	31
4.1.5	Income (monthly income) of the respondents	32
4.1.6	Working hours (at workplace) of the respondents	33
4.1.7	Working hours (at home) of the respondents	34
4.1.8	Balancing of work life balance	35
4.1.9	The respondents of time spent in domestic activities	36
4.1.10	The respondents of work in weekends	37
4.1.11	Feeling depressed of the respondents	38
4.1.12	The respondents of visiting the office	39
4.1.13	The respondents of new skills and technologies	40
4.1.14	Workload of the respondents	41
4.1.15	Prioritize their job over their personal life	42
4.1.16	Respondents of prioritize my family work	43
4.1.17	Respondents of sacrifice sleep to spend time with family	44

LIST OF CHARTS

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4.1.1	Gender of the respondents	28
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4.1.8	Balancing of work life balance	35
4.1.9	The respondents of time spent in domestic activities	36
4.1.10	The respondents of work in weekends	37
4.1.11	Feeling depressed of the respondents	38
4.1.12	The respondents of visiting the office	39
4.1.13	The respondents of new skills and technologies	40
4.1.14	Workload of the respondents	41
4.1.15	Prioritize their job over their personal life	42
4.1.16	Respondents of prioritize my family work	43
4.1.17	Respondents of sacrifice sleep to spend time with family	44

CHAPTER 1

INTRODUCTION

1.1 INTRODUCTION

For People around the world today, the recent COVID-19 outbreak is a symbol of how fragile and unpredictable our lives can be in unusual situations. The virus which has changed the way in which most of us live, work or performs our basic day to day functions is continuing to increase its grasp at an alarming rate with the impact being felt at multiple levels resulting in economic slowdown, business disruption, trade hindrances, travel obstructions, public isolation and so on. On personal side the balance of family has emphasised on health, career and friends, all people are now conscious of personal and surrounding hygiene and the manner of interaction with people.

The term work-life balance (Work-Life Balance) was coined in 1986 in response to the growing concerns by individuals and organizations alike that work can imagine upon the quality of family life and vice-versa, thus giving rise to the concepts of “family-work conflict” (FWC) and “work-family conflict” (WFC). As work-life balance is a combination of interactions among different areas of one’s life, the advantages and disadvantages associated with that balance/imbalance can affect multiple levels of society. The disadvantages associated with work-life imbalances are numerous and impact both employer and employees. An imbalanced work-life affects work (productivity of both individuals and organization), family and society and can induce stress or other mental problems in individuals. Therefore, it is important for both organization and employees to maintain work-life balance. The ultimate benefits of work life balance can be enjoyed by employees and organization.

It is an important concept in the world of business as it helps to motivate the employees and increases their loyalty towards the company. The relevance and importance of work-life balance increases with the growing influence and interference of technology. The increase in stress related diseases has numerous causes, among which one is work, perhaps the most important. The emergence of nuclear families also lays more stress on individuals. All these make work-life balance an important

and relevant topic to be studied and discussed.

Work life balance from the employee viewpoint: the dilemma of managing work obligations and personal/family responsibilities. Work life balance from the employer viewpoint: the challenge of creating a supportive company culture where employees can focus on their jobs while at work. Family-friendly benefits: benefits that offer employees the latitude to address their personal and family commitments, while at the same time not compromising their work responsibilities. Work-life balance is about effectively managing the juggling act between paid work and other activities that are important to us - including spending time with family, taking part in sport and recreation, volunteering or undertaking further study. Research suggests that improving the balance between our working lives and our lives outside work can bring real benefits for employers and employees. It can help build strong communities and productive businesses. In a society filled with conflicting responsibilities and commitments, work/life balance has become a predominant issue in the workplace. Three major factors contribute to the interest in, and the importance of, serious consideration of work-life balance: Global competition; renewed interest in personal lives family values; and an aging workforce.

The balance between personal and professional life vary from person to person and the organization where he or she is working. When an individual does not maintain a balance and works too much in the organizational setting, this may cause him some medical, psychological, and behavioral consequences, as a result his or her productivity will also be low. Studies have shown that work life stress is harmful to the employees. Late sitting and working too much can cause imbalance in an individual's personal and professional life; however there are some techniques to manage the work life stress e.g. time management, task management, relaxation, flexible working hours, working from home and exercise etc. Work life balance improves individual's health, job satisfaction, commitment, involvement and reduces absenteeism and presenteeism (state of physical presence but not productive). Despite of the progress in the betterment of maintaining work life balance, there is still more to be done.

"Balance is not better time management, but better boundary management. Balance means making choices and enjoying those choices. For some people spending more time in the organization is more important than the time they spend at home. However, there are people who give priority to the personal and family life.

1.2 INDUSTRY PROFILE

This research studies the working from home aspects faced by working people which has now penetrated in personal and professional spaces, in this phase of pandemic. Even those who were previously skeptical about achieving efficiency in distributed teams are now embracing it as a new way of working. Up grading and making use of digital platforms to stay connected. The more self-awareness needs about work style, find ways to work smarter, not harder Perhaps it is time that the expression “work-life balance” is laid to rest, and, in its place, we use the term “work-life integration”.

People who make this transition may well find that their resilience is trenched because the mindset is about accepting and incorporating multiple demands upon our time and talents, between work, health, responsibility, and family.

People who make this transition may well find that their resilience is trenched because the mindset is about accepting and incorporating multiple demands upon our time and talents, between work, health, responsibility, and family. In organizations and on the home front, the challenge of work/life balance is rising to the top of many employers’ and employees’ consciousness. In today’s fast-paced society, human resource professionals seek options to positively affect the bottom line of their companies, improve employee morale, retain employees with valuable company knowledge, and keep pace with workplace trends. This article provides human resource professional with an historical perspective, data and possible solutions for organizations and employees alike to work-life balance. Three factors global competition, personal lives, family values, and an aging workforce present challenges that exacerbate work life balance. This article offers the perspective that human resource professionals can assist their companies to capitalize on these factors by using work-life initiatives to gain a competitive advantage in the marketplace. Work-family: a term more frequently used in the past than today. The current trend is to use titles that include the phrase work life, giving a broader work-life connotation or labeling referring to specific areas of support (e.g., quality of life, flexible work options, life balance, etc.) Work family conflict is the push and pull between work and family responsibilities. Work life balance is ability to manage resources to meet family and work demands so that individuals can show effective participation in both domains of life. Work life balance from the employee viewpoint: the dilemma of managing work obligations and personal/family responsibilities. Work life balance from the employer viewpoint:

the challenge of creating a supportive company culture where employees can focus on their jobs while at work.

Family-friendly benefits:

benefits that offer employees the latitude to address their personal and family commitments, while at the same time not compromising their work responsibilities. Work-life balance is about effectively managing the juggling act between paid work and other activities that are important to us - including spending time with family, taking part in sport and recreation, volunteering or undertaking further study. Research suggests that improving the balance between our working lives and our lives outside work can bring real benefits for employers and employees. It can help build strong communities and productive businesses. In a society filled with conflicting responsibilities and commitments, work/life balance has become a predominant issue in the workplace. Three major factors contribute to the interest in, and the importance of, serious consideration of work-life balance: Global competition; renewed interest in personal lives family values; and an aging workforce

WORK LIFE BALANCE IN TODAY'S WORLD

A lot of people face the problem of balancing work and family life in this covid 19. Many multinational companies are closed due to pandemic situation, Employees need to work in shifts. Day shift and night shift. Night shift employees feel hard to come up with family life and health. This in turn leads to divorces and bad health. Many Mothers feel difficult to continue work after delivery because her home becomes her priority. She may be a very good worker, but she quits to look after her newborn and family. Many Corporates have come up with the option of Flexi time and work from home opportunity to tap these employees in covid-19, Personal demands such as visiting school for report card or hospital or any emergency requires attention. In that case the employee needs to take leave and remains absent from work.

Working from home is also adopted to balance work and personal life in this covid 19 .Companies don't want to get away with hard working and result oriented employees so many companies have introduced 8 work from home opportunities where an employee can work from home. There is no stress of visiting office on time. Here an employee can adjust time to devote for work and family.

Companies give training sessions to employees so that they are more productive. Various seminars are organized. They call the family members of employee so that they too cooperate with the employee in balancing work and home in this covid -19 When a company gives an employee an option of balancing his work and personal life it increases retention and lowers the turnover rate.

There are few negative side effects of allowing an employee to work from home or practice flexi timings -

1. A productive employee turns unproductive.
2. Takes work for granted.
3. Does not complete work on time.
4. Gives more stress to personal life and personal demands.

A company needs to keep an eye on each employee so that the productivity is not reduced. An Employer takes measures to retain his employees and increase performance. Work life balance

is a good measure taken by companies. An employee should fit in it and try to get maximum benefits.

MANAGING WORK LIFE

There was a time when the boundaries between work and home were clear. Today, however, work is likely to invade your personal life – and maintaining work-life balance is no simple task. Still, work-life balance isn't out of reach. Start by evaluating your relationship to work. Then apply specific strategies to help you strike a healthier balance.

Track your time. Track everything you do for one week, including work-related and personal activities. Decide what's necessary and what satisfies you the most. Cut or delegate activities you don't enjoy or can't handle – or share your concerns and possible solutions with your employer or others.

Take advantage of your options. Ask your employer about flex hours, a compressed workweek, job sharing, telecommuting or other scheduling flexibility. The more control you have over your hours, the less stressed you're likely to be.

Learn to say no. Whether it's a co-worker asking you to spearhead an extra project or your child's teacher asking you to manage the class play, remember that it's OK to respectfully say no. When you quit doing the things you do only out of guilt or a false sense of obligation, you'll make more room in your life for the activities that are meaningful to you and bring you joy.

Leave work at work. With the technology to connect to anyone at any time from virtually anywhere, there may be no boundary between work and home – unless you create it. Make a conscious decision to separate work time from personal time. When you're with your family, for instance, turn off your cell phone and put away your laptop computer.

Manage your time. Organize household tasks efficiently, such as running errands in batches or doing a load of laundry every day, rather than saving it all for your day off. Put family events on a weekly family calendar and keep a daily to-do list. Do what needs to be done and let the rest go. Limit time-consuming.

Bolster your support system. At work, join forces with co-workers who can cover for you – and vice versa – when family conflicts arise. At home, enlist trusted friends and loved ones to pitch in with childcare or household responsibilities when you need to work overtime or travel.

Nurture yourself. Eat healthy foods, include physical activity in your daily routine and get enough sleep. Set aside time each day for an activity that you enjoy, such as practicing yoga or reading. Better yet, discover activities you can do with your partner, family, or friends – such as hiking, dancing, or taking cooking classes.

Even if you feel panicky, you can choose modest, recoverable steps to address the situation. This is no time to get a divorce, fire an employee, or buy a new computer system. Tip Talk with a coach or therapist to get perspective. Yes, real life and real business are intimately connected, but that doesn't mean that you need to give up your privacy. To find your work life balance, set boundaries so that you can feel generous without feeling depleted and available without feeling invaded. Keep them flexible because things change. We can't manage real life and a real business or hope to achieve meaningful balance without good systems. Look at where things feel most out of sorts and resolve to create or improve a system to get things on track.

In today's world, managing work life balance can be tough if you don't know what you're doing. Work is such a large part of your life that it can seem easier to forgo the other areas such as recreation, spirituality, and family, to name just a few.

CHAPTER-2

REVIEW OF LITERATURE

2.1 Introduction

In this Chapter, the researcher has made an attempt to study and understand the complex concepts of in work life balance of private employs in covid 19-This attempt includes, understanding the basic concepts of work life balance analyzing research studies made by earlier researchers in respect of work life balance in covid -19 . The detailed list is further elaborated in the Bibliography. Through this Literature Survey researcher wants to find out which are the important parameters of work life balance of private employs in covid-19.

2.2 List of reviews

- Joanna Hughes, Nikos Biozones (2015) purpose is to explore the views of male workers in a male dominated occupation on issues that pertain to work-life balance. It emerged that work-life imbalance was not only a source of concern, but also that it was the major source of dissatisfaction for participants. Furthermore, participants made a clear connection between problems with work life balance and withdrawal behaviors, including turnover and non-genuine sick absence.
- Kanwar et al. (2015) stated about work life balance and burnout on job satisfaction in the context of the Information Technology (IT) and IT Enabled Services (ITES) industries. Burnout is measured through three dimensions, i.e., meaninglessness, demotivation, and exhaustion. Job satisfaction was higher among the male employees in comparison to the female employees. Interestingly, the IT group had lower work-life balance and job satisfaction, while it had higher meaninglessness, de-motivation and exhaustion compared to the ITES group.
- Yadav et.al (2014) found that respondents reported average level of work life balance and are generally happy with their working arrangements. The findings of the study reveal that

balancing care and work affects career progression. Manager's act as barriers to members achieving appropriate work-life balance and considered WLB is an important determinant of intrinsic aspects of job satisfaction. Most of the employees enjoy the job and feel comfortable at their workplace. According to studies, it has been found that it is important for employees to maintain a healthy balance between work and their private lives .

- S Padma et.al (2014) have highlighted the role of family support in balancing personal and work life and found that the present study shows that the support from family members will play a significant role in balancing Personal and Professional lives. Employees who have adult children can easily balance than those with younger age kids. Similarly, employees who need to take care of elder parents/in-law's health responsibility have lesser work life balance than their counterparts. The study concluded that lower balance may lead to higher absenteeism, lower job satisfaction and sometimes may turn to higher employee attrition. Organizations with cooperative work culture may help them to bring a suitable balance in their professional and personal life.
- Santhana et.al (2014) highlighted that four factors marital status, working hours, requirement of flexibility, additional working hours and over time distort the work life balance. This is more unique in the case of married women, as any additional working hours at the organizational level deny them the time required to attend to the children and the other dependents. Among the factors classified into components, the above factors alone influence more than 38% of work life balance. The study further reveals that three factors, viz., number of dependents, childcare and reason for overtime i.e. work life balance of married women gets affected with the number of dependents at home. This is worsened by the number of small children who need to be cared for and tended [i.e., larger the dependents lesser is the balance and vice versa, the supportive functional head can always help to minimize the work life balance related consequences.
- Madhusudhan et.al (2013) have identified the factors responsible for work life balance and extracted that dependents, time flexibility, role clarity, co-worker support, family culture, working hours and head support are responsible for work life balance. Management must

concentrate on time flexibility, role clarity, co-worker support, working hours and head support for managing work life balance.

- Kanthi (2013) has found that a good number of respondents expressed positively or confident enough to balance their routine work smoothly/comfortably. Due to some economic, family problems, inefficiency, lack of commitment some of the respondents expressed their inability to balance their work. The research reveals that long working hour, compulsory overtime, insisting more stress related job activities, non- flexible and closing time and other factors partially influencing the employees in form of absenteeism, turnover, frustration, low morale and motivation which leads to imbalance of both work and life. A happy and healthy employee will give better turnover, make good decisions, and positively contribute to the organizational goal.
- Pandu., et al (2013) analyzed work-life balance of professional women among IT and ITES based on demographic information, workload, work environment, feelings about work, family dependents and absence from work. The sector wise regression analysis demonstrated that feelings about work, family dependents and absence from work are the strong contributors for a sense of balance for an employee. However, no significant relationship has been obtained between work environment and work life balance.
- The study of Ajith. et al (2013) on work-life balance for role prioritization of IT employees showed that the employees were able to fulfill their professional and personal commitments at the same time, because of better work-life balance policies. The relationship between work-life balance policies and role prioritization was significant. The study was conducted on variables like travelling time, depression, temper, work etc., to know the relation between work-life balance and stress management.
- Kumari Lalita (2012) commented that each of the WLB factors such as Psychological distress, organizational changes, working hours, managerial style, job responsibilities, work overload, work life conflict and personal financial problems etc. have been proven to affects or are predictive of job satisfaction. It can also be concluded from the data, that the overall

WLB policies positively correlate significantly with level of job satisfaction which shows that job satisfaction increases with the increase in work-life balance. The results also indicated a shift in perceptions about work-life balance and job satisfaction. In the past, employees often found it more difficult to maintain balance due to the competing pressures at work and demands at home .

- V.Varatharaj et.al (2012) found that work life balance entails attaining equilibrium between professional work and other activities, so that it reduces friction between official and domestic life. Researchers have noted that most of the respondents feel comfortable in their workplace irrespective of their trivial personal and workplace irritants. Work life balance enhances efficiency and thus, the productivity of an employee increases. It enhances satisfaction, in both the professional and personal lives.
- Tariq (2012) studied the considerable knowledge related to the theory and practices of Work-life balance from extensive meta-analysis of literature found that work-life balance is both important for the organization and for its employee's particularly in current dynamic organizational scenarios. It helps the organization to improve productivity, efficiency, competitiveness, morale and hence gain a competitive edge. Similarly, employees are benefited from work-life balance initiatives through increased motivation to work, enhanced satisfaction, empowerment, and ultimately more commitment to the organization.
- Thriveni et.al (2012) studied the impact of demographic variables on work-life balance revealed that there is a significant relationship between all demographic variables - age, experience, marital status, income, type of family, number of dependents and perception of work-life balance of employees. This shows that there is a significant relationship between demographic variables and work life balance.
- Murphy &Doherty(2011) revealed that it is not possible to measure work-life balance in an absolute way, because personal circumstances influence the way this is perceived. Long hours and presenteeism form “part of job” when accepting a role at higher level. However, modern technology has helped this to some extent by allowing senior managers to be

accessible instead of having to be present in office.

- Albertsen et.al (2011) studied the relationship between work hours and work life balance and found a strong association between larger numbers of work hours and lower levels of work life balance amongst women. For men, the results were less conclusive, while for gender-mixed groups, an association between overtime work and lower levels of work life balance was strongly supported. It was found that nonstandard work hours had a negative influence on work life balance and some evidence suggested that it had a negative influence on children's well-being and on marital satisfaction.
- Bradley. L et.al(2011) revealed factors influencing work-life balance from management perspective like negotiated time off for personal reasons, ad-hoc arrangements for dealing with emergencies are key strategy for employee engagement, satisfaction, commitment and achieving work-life balance. 17) Hyman & Summers, 2004. Despite its name, the WLB literature remains largely focused on the work-interface and fails to accurately identify and define the array of non-family roles that impact on an individual's working-life Jane et.al (2004) have explored relationships between work-life balance, work nonwork conflict, hours worked and organizational commitment concluded that, although graduates seek work/life balance, their concern for career success draws them into a situation where they work increasingly long hours and experience an increasingly unsatisfactory relationship between home and work. The article discusses the causes and potential consequences of this predicament and how work non-work conflict is linked to hours worked the state of the psychological contract and organizational commitment. It highlights the role of organizations' policy and practice in helping to manage the relationship between work and non-work and the development of organizational commitment through support for younger employees' lives out of work and effective management of aspects of the psychological contract.
- Varuhas.J.et.al (2010) analyzed that the most significant factor affecting work/family

balance appears to be organizational culture of firm. In general, if organizational culture is not in fact family friendly measures will have little effect.

- Buzzanell et al, (2009) notes that the WLB literature typically portrays role conflicts for white, married, professional and managerial women, with little reference to the many other demographics represented in the modern organisation.
- Spinks (2009), in particular, suggests that organizations are either incapable (or unwilling) to understand their workforce in sufficient detail, and have instead defaulted to a ‘one-size-fits-all’ policy regime that has simply enabled employees to ‘stay at work longer’ rather than enable them to enact their non-work roles
- Clarke, Koch, and Hill (2009) state that WLB is an “equilibrium or maintaining overall sense of harmony in life”. WLB as “satisfaction and good functioning at work and at home, with a minimum of role conflict”. The focus on the domains of work and family is vital as family and work are regarded as the most important elements of everyone’s life, and any competing demands from work and family life cause conflict and negatively affect the wellbeing of workers
- Barnett & Rivers (2008). This study focuses on work and family role interference, measured by work-family conflict and family-work conflict; however, study on work and family role enhancement is suggested for further research.
- Clark (2008) explains that focus on the domains of work and family is essential, as family and work are the most important elements of everyone’s life. Any competing demands of work and family life will cause conflict and negatively affect the wellbeing of workers
- Frone (2007) states that the measurable four aspects of the balance between work and family roles are: (a) work-family conflict, (b) family-work conflict, (c) work-family enhancement, and (d) family-work enhancement. As these components have bi-directional effects on work and family domains, participation in the work role may interfere or enhance the performance in the family role, and vice versa, participation in the family role may interfere or enhance performance in the work role
- Grzywacz and Marks (2006) recognised that work-family studies have been dominated by role strain and role enhancement perspectives. Role strain perspective of the work-family interface suggests that responsibilities in separate domains such as work and family compete in terms of limited time, psychological resources, and physical energy, which leads

to negative 11 outcomes in both areas

- Miller (2005) WLB by enabling employees to spend more time with their family. At the same time, when these integrating arrangements are so high that they blur work-family boundaries, they can worsen WLB and lead to higher work-family conflict, higher dissatisfaction with work and family life, and higher levels of stress or depression
- (O'Connell et al., 2005) Organizations deal with these tough economic times by cutting expenditure, decreasing staff levels, and increasing workloads for remaining employees. The wellbeing of workers who kept their employment can be negatively affected by job insecurity, Many individuals feel under pressure to work longer hours to keep their jobs, and to meet their family expenses.
- Barnett and Hyde (2004) note that many researchers indicate a difficulty in describing the various dimensions of the term 'family'. Traditional theories of a family refer to married heterosexual couples with children, where men engage in the world of work and women engage in domestic work and looking after children
- Grzywacz and Marks (2003) also suggest that many work family studies limit their samples to individuals who are married or who have children, and argue that "such a limitation reflects too narrow a conceptualization of family", as single and childless individuals often carry significant family commitments to their parents, siblings and other kin, and therefore should be included in work-family studies.
- Grzywacz and Marks (2001) also recognized marital status as a factor influencing work-family conflict. Their study shows that unmarried women and men experienced lower levels of work-family conflict than women and men who were married. This study refers to 'family' in its traditional and non-traditional context, which includes married couples with children, as well as individuals of the opposite or the same sex, who are in partnered relationships, with or without children. Family in this study also refers to one's overall home-life, which apart from partners, spouses, and children, also includes parents, siblings, and other relatives.

2.3 Conclusion

A literature review may constitute an essential chapter of a thesis or dissertation or may be a self-contained review of writings on a subject. In either case, its purpose is to place each work in the context of its contribution to the understanding of the subject under review. Describe the relationship of each work to the others under consideration. Identify new ways to interpret, and shed light on any gaps in, previous research. Resolve conflicts amongst seemingly contradictory previous studies. Point the way forward for further research

CHAPTER 3

RESEARCH METHODOLOGY

3.1 NEED FOR STUDY

Research methodology is mainly needed for the purpose of framing the research process and the designs and tools that are to be used for the project purpose. Research methodology helps to find the work life balancing of private employees in covid-19. This time research methodology is framed for the purpose of find the level of work life balancing of private employees in covid-19

3.2 SCOPE OF THE STUDY

- The research measures the expertise of work life balance
- Defines and analyses the work life balancing of private employees in covid -19
- Gains insights into work life balance
- Knowing about the private employees how they manage their work and life in a balanced way in this covid -19.

3.3 OBJECTIVE OF THE STUDY

This project is designed mainly to identify and evaluate the impact of covid-19 pandemic in work life balance of private employees.

3.3.1 Primary objective: -

To study the work life balancing of people due to the pandemic situation.

3.3.2 Secondary objectives: -

- To understand how people are willing to adapt to changes and usage of technology for work.
- To understand the physical and mental adaptability of people in the pandemic phase

To investigate the work life balancing of private employees in covid-19 pandemic

- To study the relationship between work-life balance and various demographic variables
- To study the impact of compensation factors on the work-life balance of employees.

3.4 RESEARCH DESIGN

3.4.1 Descriptive Research Design

Descriptive research is a study designed to depict the participants in an accurate way. More simply put, descriptive research is all about describing people who take part in the study.

3.5 SOURCES OF DATA

Data collection is the term used to describe a process of preparing and collecting data.

Primary Data – Questionnaire given to 151 respondents

Secondary Data - Websites and online Published reports & Review of literature from published articles

3.6 STRUCTURE OF QUESTIONNAIRE

Questionnaire was divided into two sections. First part was designed to know the general information about employees and the second part contained the respondent's opinions about how they manage their work life balance in covid-19

3.7 SAMPLING TECHNIQUE

3.7.1 Convenience sampling method

A convenience sample is one of the main types of non-probability sampling methods. A convenience sample is made up of people who are easy to reach.

3.8 PERIOD OF STUDY

The duration of study is from January 2021 to March 2021 which is three months of study.

3.9 LIMITATIONS OF THE STUDY

- The analysis of the present study has been carried out based on the information has collected from the private employees.
- The study is an opinion survey; caution may have to be exercised while extending the result to other areas.
- Due to time constrict only 151 numbers of respondents were considered.
- The result fully depends on the information given by the respondents which ma

CHAPTER 4

DATA ANALYSIS AND INTERPRETATION

4.1 PERCENTAGE ANALYSIS

Table 4.1.1: Gender of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Male	69	45.7
2	Female	82	54.3
TOTAL		151	100.00

Source: Primary data.

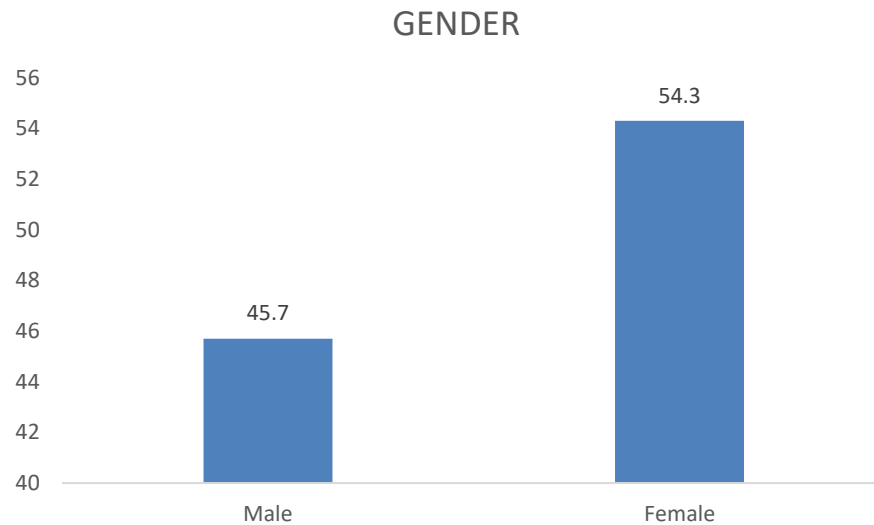


Chart 4.1.1: Gender of the respondents

From the above table it is interpreted that the number of male respondents is, 45.7% and female respondent is 54.3%

Inference

Majority (54.3%) of the respondents are female.

Table4.1.2: Age of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	18-28	71	47
2	28-38	45	29.8
3	38-48	26	17.2
4	48-58	6	4
5	58 and above	3	2.0
TOTAL		151	100.00

Source: Primary data.

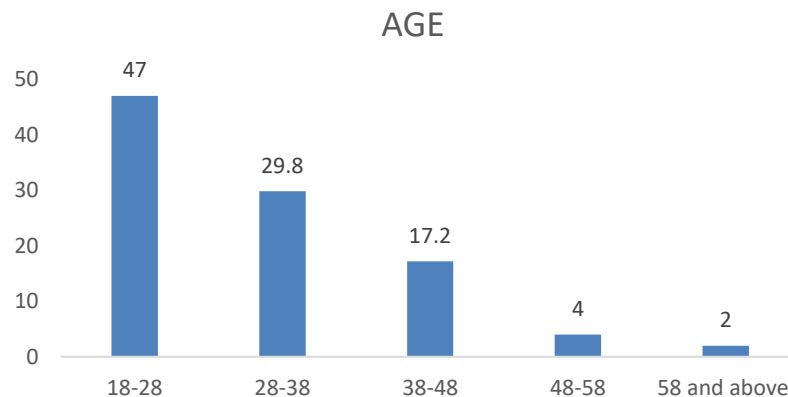


Chart 4.1.2: Age of the respondents

Interpretation

From the above table it is interpreted that the number of respondents between 18 to 28 age of respondents are 47% between 28 to 38 age of respondents are 29.8% between 38 to 48 age of respondents are 17.2% between 48 to 58 age of respondents are 4% and 58 above age of respondents are 2%

Inference

Majority (47%) of the respondents are age between 18 to 28 years.

Table 4.1.3: Designation of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Employee	72	48
2	Manager	42	28
3	Sales and marketing manager	15	10
4	HR	22	15
TOTAL		151	100.00

Source: Primary data.

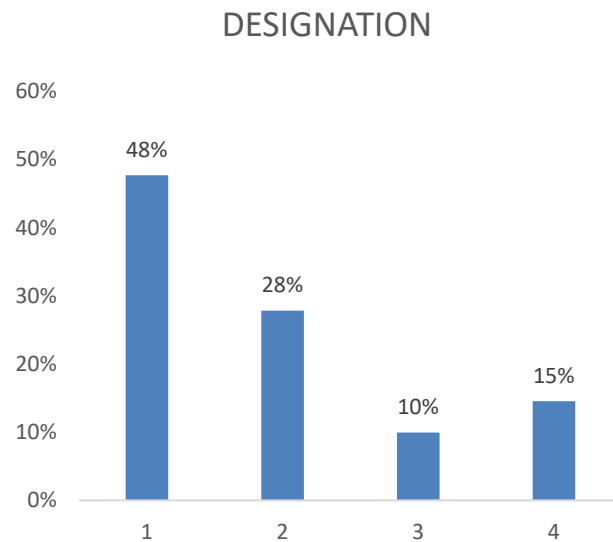


Chart 4.1.3: Designation of the respondents

Interpretation

From the above table it is interpreted that the number of respondent's employees are 48%, managers are 28%, sales and marketing managers are 10% and HR are 15%.

Inference

Majority (48%) of the respondents are employees.

Table 4.1.4: marital status of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Married	86	57
2	Unmarried	65	43
TOTAL		151	100.00

Source: Primary data.

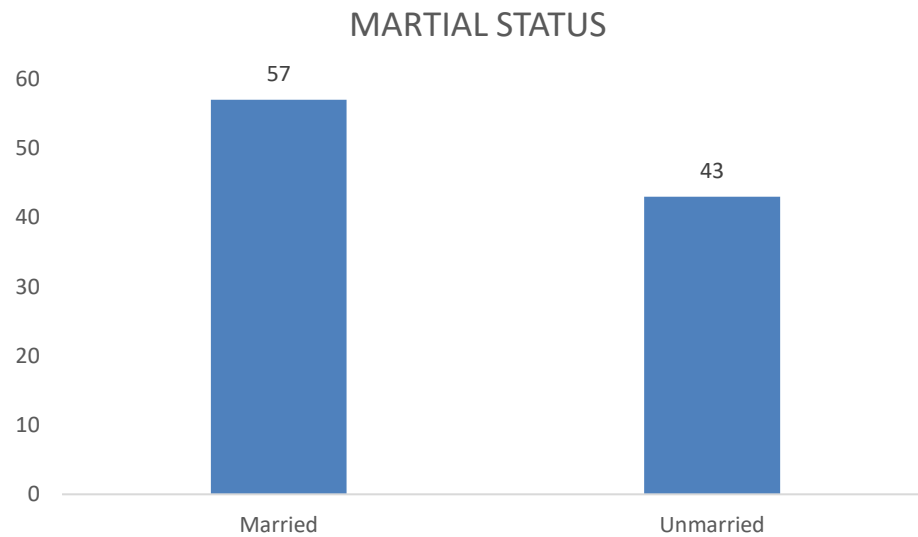


Chart 4.1.4: marital status of the respondents

Interpretation

From the above table it is interpreted that the number of respondents where 43% is unmarried, 57% is married.

Inference

Majority (57%) of the respondents are married.

Table 4.1.5: Income (monthly income) of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Below 25,000	37	25
2	25,000-50,000	53	35
3	50,000-1,00,000	45	30
4	More than 1,00,000	16	11
TOTAL		151	100.00

Source: Primary data.

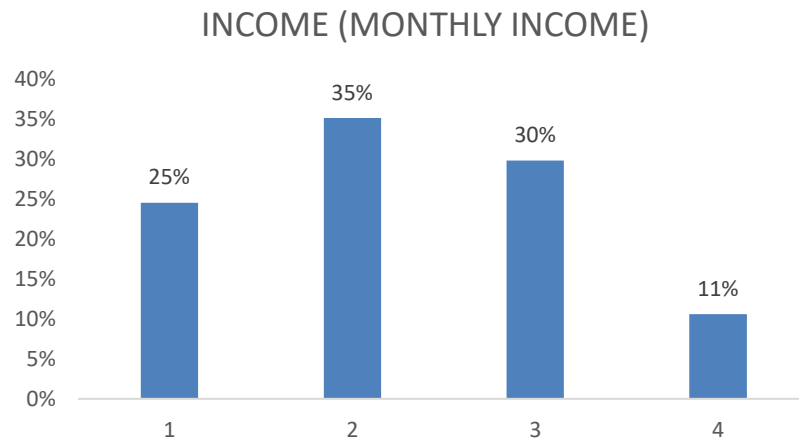


Chart 4.1.5: Income (Monthly)of the respondent

Interpretation

From the above table it is interpreted that the number of respondents below 25,000 are 25%, respondents between 25,000 to 50,000 are 35% ,respondents between 50,000 to 1,00,000 are 30% and more than 1,00,000 are 11%

Inference

Majority (35%) of the respondents are between 25,000 to 50,000.

Table 4.1.6: working hours (at workplace) of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	7-8 Hours	61	40
2	8-9 Hours	65	43
3	10-12 Hours	21	14
4	More than 12 Hours	4	3
TOTAL		151	100.00

Source: Primary data.

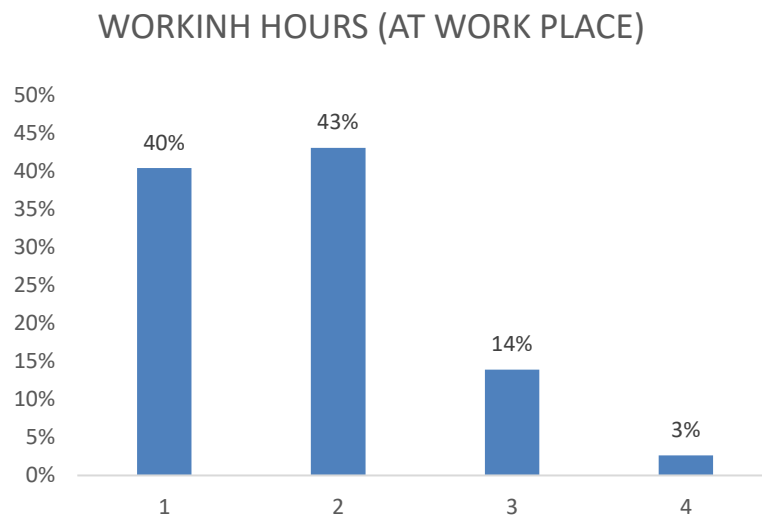


Chart 4.1.6: working hours (at workplace) of the respondents

INTERPRETATION

From the above table it is interpreted that the number of respondents were 40% in 7-8 hours ,43% in 8-9 hours ,14% in 10-12 hours and 3% in more than 12 hours

Inference

Majority (43%) of the respondents are says 8-9 hours at workplace

Table 4.1.7: working hours (HOME) of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	7-8 Hours	75	50
2	8-9 Hours	46	30
3	10-12 Hours	20	13
4	More than 12 Hours	10	7
TOTAL		151	150.00

Source: Primary data.

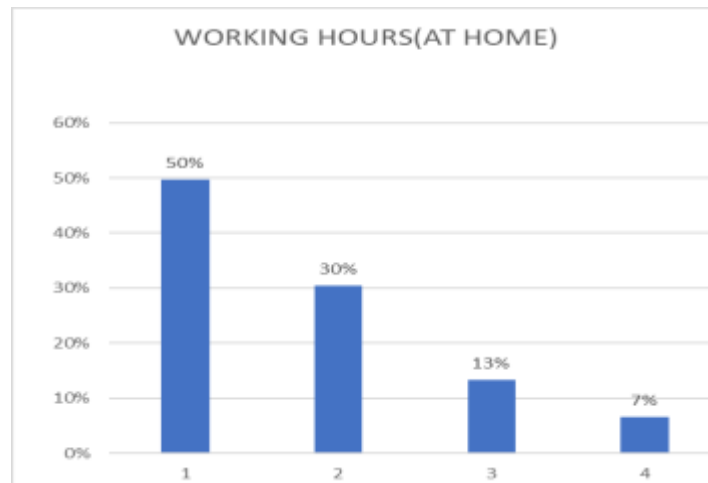


Chart 4.1.7: Working hours (Home) of the respondents

Interpretation

From the above table it is interpreted that the number of respondents were 50% in 7 to 8 hours, 30% in 8 to 9 hours, 13% in 10 to 12 hours and 7% in more than 12 hours.

Inference

Majority (50%) of the respondents says 7-8 hours at home.

Table 4.1.8: balancing of WLB of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Highly satisfied	64	42.4
2	Satisfied	60	39.7
3	Neutral	17	11.3
4	Dissatisfied	8	5.3
5	Highly dissatisfied	2	1.3
TOTAL		151	100.00

Source: Primary data.

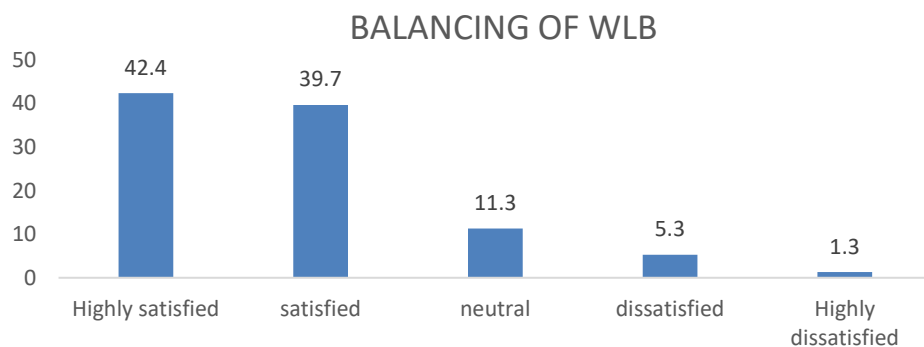


Chart 4.1.8: Balancing of WLB of the respondents

Interpretation

From the above table it is interpreted that the 42.4% says highly satisfied ,39.7 says satisfied,11.3% says neutral ,5.3% says dissatisfied and 1.3% says highly dissatisfied

Inference

Majority (42.4%) of the respondents are highly satisfied in balancing of work life balance.

Table 4.1.9: The respondents on time spent in domestic activities

S NO	Particulars	No. of Respondents	Percentage
1	Less than 2 Hours	54	35.8
2	2-4 Hours	72	47.7
3	4-6 Hours	19	12.6
4	More than 6 Hours	6	4
TOTAL		151	100.00

Source: Primary data.

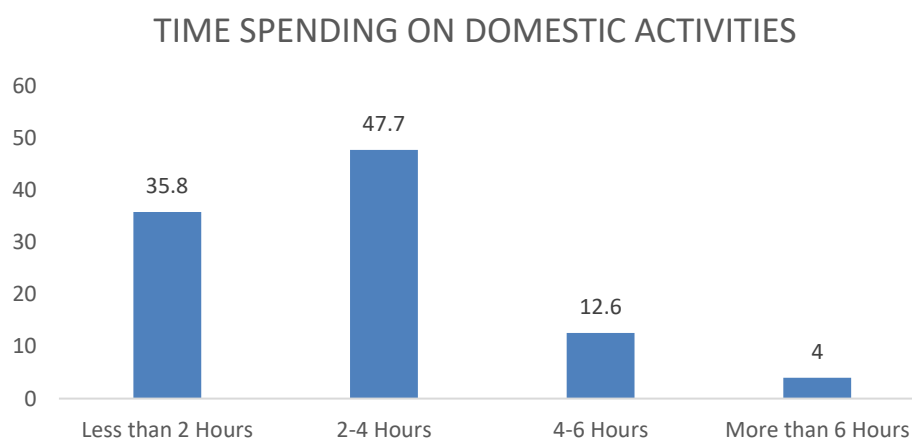


Chart 4.1.9: The respondents on time spent in domestic activities

Interpretation

From the above table it is interpreted that the 35.8% respondents say less than 2 hours, 47.7% says 2 to 4 hours, 12.6% says 4 to 6 hours and 4% says more than 6 hours.

Inference

Majority (47.7%) of the respondents says 2-4 Hours spend time on domestic activities.

Table 4.1.10: The respondents of work in weekends

S NO	Particulars	No. of Respondents	Percentage
1	Often	37	25
2	Sometimes	80	53
3	Rarely	25	17
4	Never	9	6
TOTAL		151	100.00

Source: Primary data.

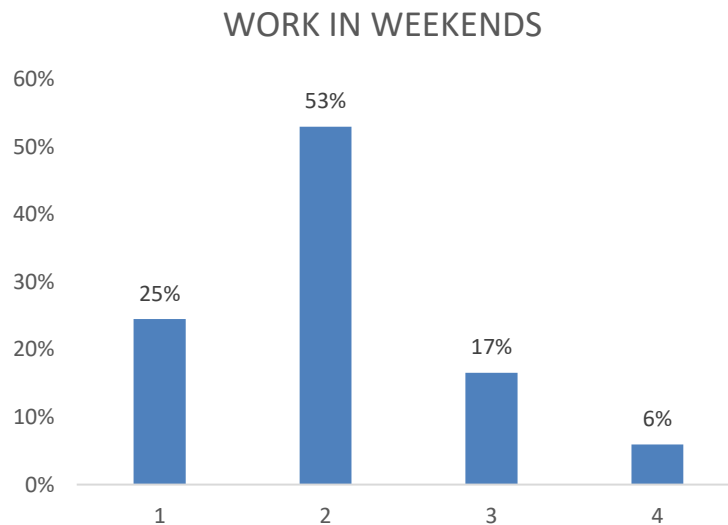


Chart 4.1.10: The respondents of work in weekend

Interpretation

From the above table it is interpreted that the number of respondents says 25% are often 53% are sometimes 17% are rarely 6% are never.

Inference

Majority (53%) of the respondents says sometimes work in weekends

Table 4. 1.11 Feeling depressed of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Often	31	21
2	Sometimes	62	41
3	Rarely	42	28
4	Never	16	11
TOTAL		151	100.00

Source: Primary data.

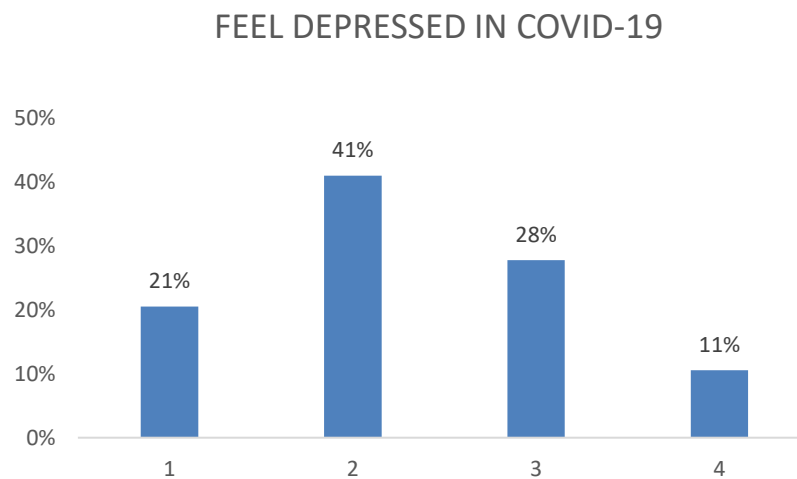


Chart 4.1.11: The respondents of feeling depressed

Interpretation

From the above table it is interpreted that the 21% of respondents says often, 41% says sometimes, 28% says rarely, and 11% says never.

Inference

Majority (41%) of the respondents says sometimes feeling depressed.

Table 4.1.12: Visiting the office of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Often	31	21
2	Sometimes	73	48
3	Rarely	34	23
4	Never	13	9
TOTAL		151	100.00

Source: Primary data.

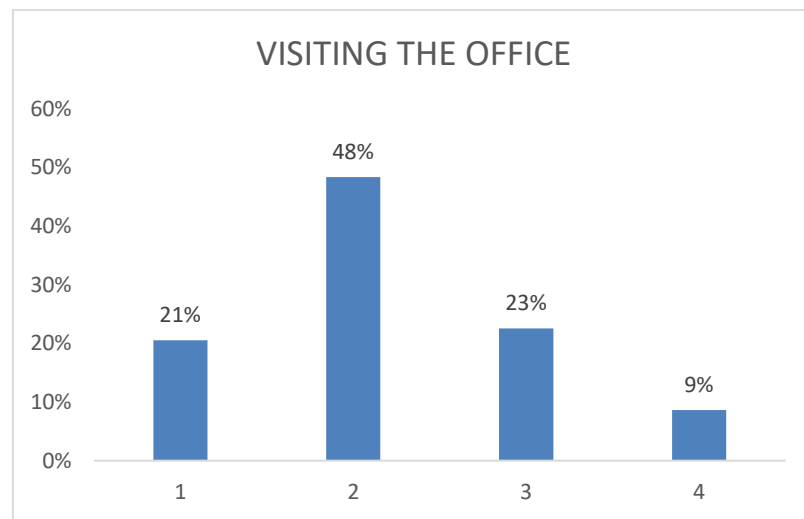


Chart 4.1.12: The respondents of visiting the office

Interpretation

From the above table it is interpreted that the 21% of respondents says often, 48% says sometimes, 23% says rarely, 9% says never

Inference

Majority (48%) of the respondents says Sometimes visiting the office.

Table 4.1.13: New skills and technologies of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Highly satisfied	59	39
2	Satisfied	62	41
3	Neutral	24	16
4	Dissatisfied	4	3
5	Highly Dissatisfied	2	1
TOTAL		151	100.00

Source: Primary data.

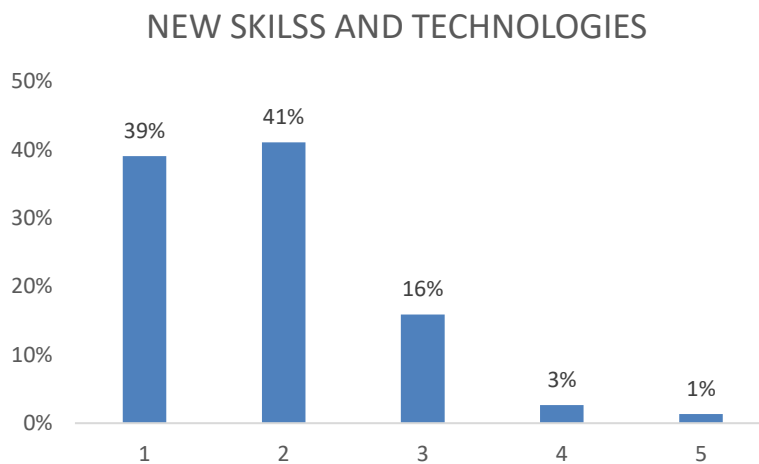


Chart 4.1.13: The respondents of new skills and technologies

Interpretation

From the above table it is interpreted that the 39% of respondents says highly satisfied, 41% says satisfied, 16% says neutral, 3% says dissatisfied and 1% says highly dissatisfied

Inference

Majority (41%) of the respondents says satisfied in new skills and technologies.

Table 4.1.14: Workload of the respondents

S NO	Particulars	No. of Respondents	Percentage
1	Increased	94	62
2	Decreased	57	38
TOTAL		151	100.00

Source: Primary data.

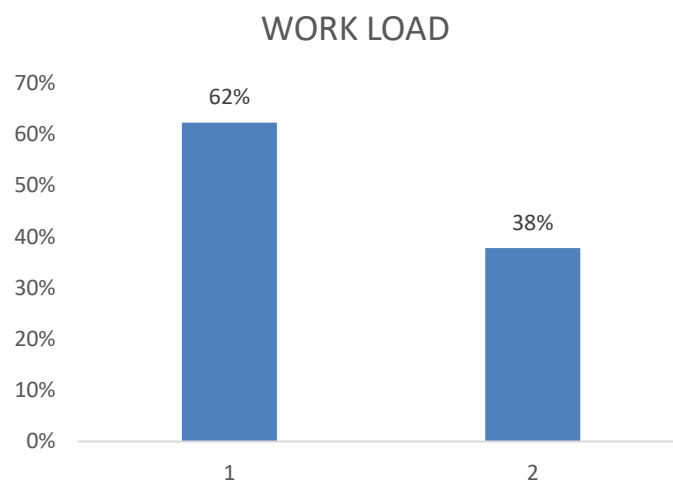


Chart 4.1.14: The respondents of workload

Interpretation

From the above table it is interpreted that the 62% says increased and 38% says decreased.

Inference

Majority (62%) of the respondents says increased in workload

Table 4.1.15: prioritize my job over my personal life

S.NO	Particulars	No. of Respondents	Percentage
1	Strongly agree	57	36.7
2	Agree	53	33.9
3	Neutral	21	14.9
4	Disagree	12	8.3
5	Strongly disagree	8	6.2
TOTAL		151	100.00

Source: Primary data.

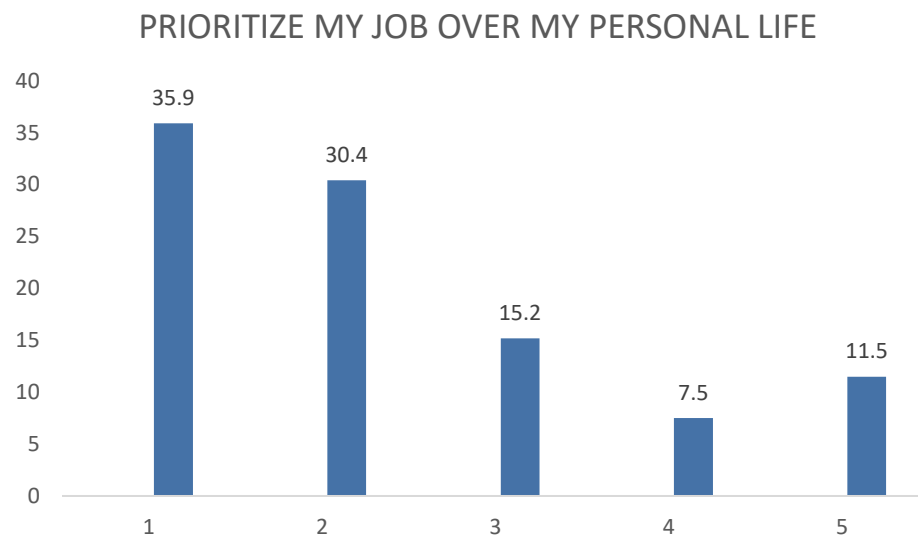


Chart 4.1.15: The respondents of prioritize their job over their personal life

Interpretation

From the above table it is interpreted that the 35.9%% of respondents say strongly agree, 30.4% says agree, 15.2% says neutral, 7.5% says disagree, 11.5 says strongly disagree.

Inference

Majority (75.33%) of the respondents says agree that prioritize their job over their personal life.

Table 4.1.16: Respondents of prioritize my family work

S NO	Particulars	No. of Respondents	Percentage
1	Strongly agree	53	33.9
2	Agree	75	49.7
3	Neutral	17	12.5
4	Disagree	4	2.6
5	Strongly disagree	2	1.3
TOTAL		151	100.00

Source: Primary data.

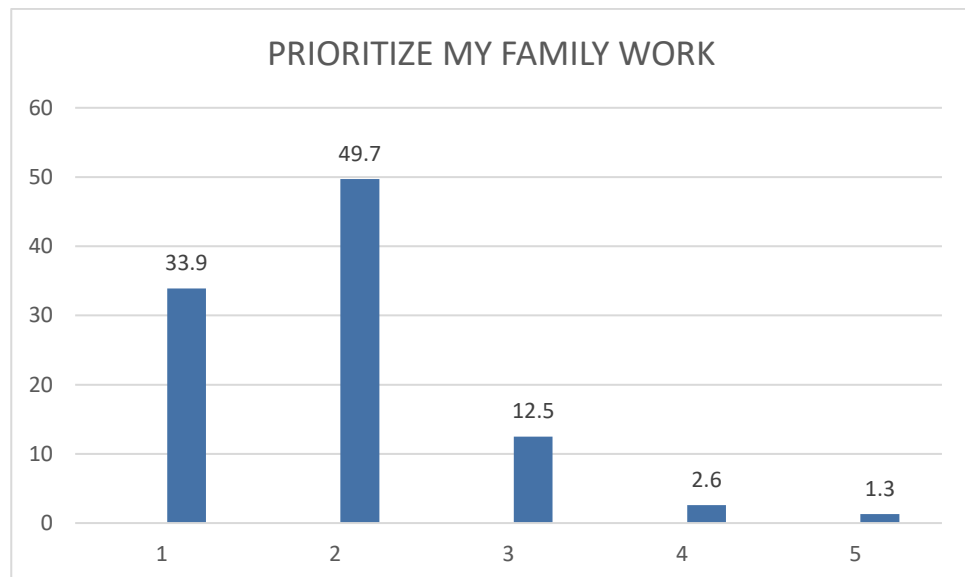


Chart 4.1.16: Respondents of prioritize their family work

Interpretation

From the above table it is interpreted that the 4.67% of respondents says strongly agree, 49.7% says agree, 12.5% says neutral, 2.6% says disagree and 1.3% says strongly disagree.

Inference

Majority (49.7%) of the respondents says agree that prioritize their family work.

Table 4.1.17: Respondents of sacrifice sleep to spend time with family

S NO	Particulars	No. of Respondents	Percentage
1	Strongly agree	55	35.9
2	Agree	48	30.4
3	Neutral	24	15.2
4	Disagree	9	7.5
5	Strongly disagree	15	11.5
TOTAL		151	100.00

Source: Primary data.

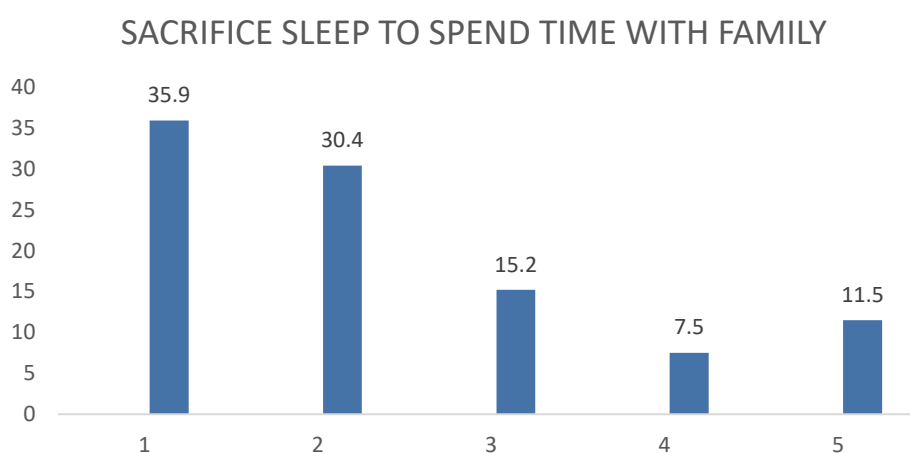


Chart 4.1.17: Respondents of sacrifice sleep to spend time with family

Interpretation

From the above table it is interpreted that the 35.9% respondents say strongly agree ,30.4 % says agree, 15.2% says neutral,7.5% says disagree and 11.5 says strongly disagree.

Inference

Majority (35.9) of the respondents strongly agree that sacrifice sleep to spend time with family.

CHAPTER 5

5.1 FINDINGS

- Majority (54.3%) of the respondents are female
- Majority (47%) of the respondents are age between 18 to 28 years.
- Majority (48%) of the respondents are employees.
- Majority (57%) of the respondents are married
- Majority (35%) of the respondents are between 25,000 to 50,000.
- Majority (43%) of the respondents are says 8-9 hours at workplace
- Majority (50%) of the respondents says 7-8 hours at home.
- Majority (42.4%) of the respondents are highly satisfied in balancing of work life balance.
- Majority (47.7%) of the respondents says 2-4 Hours spend time on domestic activities
- Majority (53%) of the respondents says sometimes work in weekends.
- Majority (41%) of the respondents says sometimes feeling depressed
- Majority (48%) of the respondents says Sometimes visiting the office.
- Majority (41%) of the respondents says satisfied in new skills and technologies
- Majority (62%) of the respondents says increased in workload
- Majority (75.33%) of the respondents says agree that prioritize their job over their personal life
- Majority (49.7%) of the respondents says agree that prioritize their family work.
- Majority (35.9) of the respondents strongly agree that sacrifice sleep to spend time with family.

5.2 suggestions

It is advised to employees that careful planning and personal effort is important for balance in work and personal life. Employers can only facilitate work life balance with many schemes that can attract employees and satisfy their needs, but it is employees, who must plan, prioritize, and schedule their work and life obligations. Cost effective retention strategies like creating a retention culture in the organization, ensuring freedom of expression to employees, creating friendly work environment, and instituting competitive reward schemes are a few strategies institutes can be experimented with in talent retention.

When works are distributed among the employees it will decrease the longer working hours of the employees. Longer working hours will affect the productivity of the employees therefore longer working hours should be decreased which will increase the productivity of the employees resulting in the profit of the firm.

The firm should give the employees good career prospects by giving them promotions, increase in salary and other incentives otherwise it will affect the productivity of the employees. The firm should try to keep the employees out of stress by decreasing their work load and they should be made aware about the work life balance by giving them classes on work life balance by scholarly persons so that it will increase their productivity.

The incorporation of Work-Life Balance strategies into annual planning of private employees can, in fact, have positive impact on employee 's well-being. Therefore, it is equally important for employees to express their expectations and needs, since otherwise they cannot expect management or the institutions to resolve matters for them on their own initiative.

5.3 CONCLUSION

In past few years, personal and family lives have become critical values for the individuals. Employees are not willing to ignore their family and personal life, for the sake of work. Over time, workforce has begun to change the working time and willing to spend every hour as working to learn and to manage the complexities of modern living, so that the personal and professional life can be balanced. The present study also supports the notion that work life balance has a very strong impact on the family of the employees. Consequently, people are looking for options that allow for both a personal and professional life, which may seek ways to have a balance between the two. that WLB is equilibrium or maintaining overall sense of harmony in life. It was also revealed from the study that compensation factors such as salary and monetary benefits have a strong influence on the work life balance. Higher the employees are satisfied with their salary packages; more will be the efforts to maintain the balance between work and life.

The present study reflects that the employee-driven solutions for balancing work-life, will help organization to design and implement work-life balance policies. It will help to reduce overtime, stress, and workloads on the work front and increase flexibility and family and leisure time on domestic front. Organizations must take the challenge of WLB seriously, as it affects their professional success and personal well-being. Welfare of employees and their satisfaction should be the topmost priority of the organizations

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APPENDIX (Questionnaire)

1) Personal Details:

- i. Age(years) (a) 18 to 28 (b) 28 to 38 (c) 38 to 48 (d) 48 to 58(e) 58 above
- ii. Gender (a) Male (b) Female
- iii. Designation
(a) employee (b) manager (c) sales and marketing manager (d) HR
- iv. Income (monthly income) (a) Below 25,000 (b) 25,000-50,000 (c)50,000-1,00,000
(d)More than 1,00,000
- v. Marital status (a) Unmarried (b) Married

2) How many hours a day, you normally work at workplace or office.

- 7-8 hours
- 8-9 hours
- 10-12 hours
- More than 12 hours

How many hours a day, you normally work at home in covid-19.

- 7-8 hours
- 8-9 hours
- 10-12 hours
- More than 12 hours

Do you generally feel satisfied that you are able to balance your work life in COVID-19?

- Highly satisfied
- Satisfied
- Neutrally
- Dissatisfied
- Highly dissatisfied

How much time do you spend on domestic activities?

- Less than 2 hours
- 2-4 hours
- 4-6 hours
- More than 6 hours

How often do you work on the weekend?

- Often
- Sometime
- Rarely
- Never

Do you ever feel or depressed because of work at covid 19?

- Often
- Sometimes
- Rarely
- Never

How often do you visit your office in the covid-19?

- Often
- Sometimes
- Rarely
- Never

Are you satisfied with the new skills and technologies in the organization?

- Highly satisfied
- Satisfied
- Neutral
- Dissatisfied
- Highly dissatisfied

As you are working from home your workload is increased (or) decreased?

- Increased
- Decreased

Rate your level of agreement with the following statements.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
I prioritize my job over my personal life					
I prioritize my family over work					
I sacrifice sleep to spend time with family					

Give your suggestion to manage work life balancing at home in COVID-19.
