

On Sorting of Personal Management Schools and its Content Building

LUO Guicheng*, PENG Huimei**

Personal Management Research Office of Bengbu College, Bengbu Anhui 233000

DOI: 10.29322/IJSRP.8.8.2018.p80109

<http://dx.doi.org/10.29322/IJSRP.8.8.2018.p80109>

Abstract: The research is based upon ‘The school of Personal Management thoughts’, on which ‘The building of Personal Management content’ as well as ‘The forecast about Personal Management development trend’ is explored. The 3rd section ‘The implication of Personal Management as well as Personal Management Science’, paves a way for the 4th section ‘The building of PM content’, making the whole research busy and convictive. The 5th section ‘The significance of studying PM’, replenishes the 4th section ‘The building of PM content’, also serves for the 6th section ‘The forecast PM development trend’. ‘The combing as well as summary of PM school’ makes a hub for the development of PM theory, joining the history, starting the future, as dredges people’s knowledge about PM theory, assisting people to make a bird eye prospect for the development of it. The research of ‘PM thoughts school’, ‘The building of PM content’, ‘The forecast of PM development theory’, is original effort.

Key Words: the school of PM thoughts; the building of PM content; the forecast of PM development trend.

I. Introduction

Personal management, as a formal branch science, its development could only be a matter of late 20 years. If western self management theories taken into consideration, from self management thoughts of Peter Drucker(1909-2005), the time span would be more than half a century or so. While, personal management practice has been borne early along with the beginning of human history. [1] The King Tang (B.C1670-B.C1587) of Chinese Shang Dynasty took ‘no excessive entertainment, no indulgence’ as a principle to establish his kingdom, motto ‘if a new day, keep creative every day, more innovative next day’ carved in his basin as his self motivation. Similar methods to Tang’s strategy are adopted by vocational man in modern society. 13th century B.C, [2]the Jew prophet Moses stipulated ‘10 admonishments’ on their exodus to Egyptian, which were earlier personal management rules as well as organization management disciplines of western world.

II. Schools of personal management thoughts

Data from baidu.com, the concept of personal management comes from the monograph *The Seven Habits Of Highly Effective People* by Stephen Covey in 1989. As a matter of fact, in spite of excellent guide for personal management practice in Covey’s book, it would belong to the science of success, no special discussion upon the theory of personal management connotation, research contents etc.. In 2003, Peter Drucker published his research *Personal Management*, which is the earliest monograph titled with Personal Management. Domestically, Luo Guicheng, Luo Rundong researched the system of Personal Management science, their paper *On Building of a Frontier Science, Personal Management* published www.paper.edu.cn in 2008, which was an earlier systematic demonstration for the building of Personal Management (PM) science. Le Xiaotao published the monograph *Personal Management* in 2011. Extensive research for Personal Management sprouted domestically after 2008. Abroad, corresponding research would mainly be self management theories, involving time management theories, mental health management theories, students’ self management theories, employee self management theories for enterprise Human Resources management after science *Management Principles*. Currently, Chinese personal management research, originating from western world, has high potential outrun western world. Chinese personal management research assimilates, synthesizes time management theories, self management theories, mental health management theories, knowledge management

theories, system management thoughts from western world, Chinese ancestors' management wisdom anastomosed, the characteristics of contemporary environment combined, initiating a better PM science system.

Along the time line, PM thoughts could be sorted into, time management school, mental management school, organization management school, system school, knowledge management school, social school.

(I) Time Management School

Time management is an important branch of PM, also the earliest content of modern self management theories. The origin of time management could be tracked back to Zhang Shui, Liang Lingzan of Chinese Tang Dynasty in 8th century, they invented a machine clock for time management. 15th century, Germany lock artisan P•亨莱恩 invented a clock driven by spring. In succession, 17th century, C•Huygens invented a more accurate clock with a pendulum. Time management got popular in Industry Revolution in 19th century (Explore the History of Time Management , <http://www.brighthub.com/office/home/articles/76908.aspx>). The concept of time management should be attributed to U.S president Benjamin Franklin, time is money, time is life. 1954, in his speech on the 2nd Plenary Meeting of World Church Commission in Illinois, U.S president Dwight D. Eisenhower cited schedule methods of North-West University head Miller, which is still a popular time management classics of now days, Eisenhower Matrix.

[3]Zhu Shuai's summary(2004) is typical relatively, he related self management with time resources management, proposing that self management should be operated better at priority setting, goal setting, list making, schedule making.

(II) Mental Management School

After time management theories, came out mental health management theories. When human society got into industry era, working stress hiked up, social contact dropped down, fierce social competition resulted in psychological failure as well as physiological hurt upon salariat. On the other hand, because of fierce competition, pursuing professional success became important social demands, under this circumstances, mental management theories was born, to avail mental problem for patient or self incentive for vocational man.

Western success theories arose earlier than self management theories, Dale Carnegie(1888-1955) was a typical character on theories of success and social relationship management, whose work *How to Win Friends and Influence People* in 1936 is a classic of success theories. Stephen Covey(1932-2012)'s work *The Seven Habits Of Highly Effective People* (1989)appreciated by professional persons also belongs to success theories.

[4]J.Block(1950), J-H-Block(1951) proposed the concept 'self-adaptive capability 'in their doctor degree dissertation respectively. Three theories upon self mental health management are introduced on official homepage of Health Ministry of Austrilia, (1)self efficacy theories, (2)theories of change phase, (3)theories of dynamics for psychological education groups. Sun [5]Xiaomin, Xue Gang introduced the self management model for mental health from Albert Bandura's paper published in 1986: performance observation, self evaluation, self responding. Bandura's theories, personal activity is the function of cognition, behavior and environment, which is a typical representative for mental health self management, cited and interpreted enormously. Sun Xiaomin, Xue Gang offered a definition for self management, a process for object management upon thinking, emotion, behavior and environment after individual implementing his cognition and behavior strategy positively. [4]Wang Yiming, Jin Yu's(2002) definition, 'self management denotes that individual actively adjust psychological activity and behavior, controlling and overcoming unsuitable impulse, disadvantageous circumstances, pursuing development positively, attaining good mental quality.

Self management theories for mental health are widely adopted in different phases of education for students' growing up. [6]Yang Guoliang (2004) generalized five procedures for self management: (1) analyze self superiority, grasp self specialty; (2) highlight object for action, set developing direction; (3) determine implementing manner, manage action efficiency; (4) implement image test, beware of self constraint; (5) regulate the time line, attain substantial effects. [7]Jin Haiyan's (2005) achievements, the contents of self management involve: self recognition, self appraisal, self constraint, self incentive.

(III) PM Theories for Enterprise Organization: Organization Management School

These PM theories employ classic Management Principles upon employees' self management, to improve organization efficiency. [8]U.S experts Nigel A.L. Brooks' (2008) research, self management is the fundamental contracts employing managing factors, such as planning, organizing, implementing, measuring, appraisal, adjustment into personal activities, to improve personal capability for realizing personal expectation, purpose and controlling stress. As a result, personal professional capacity as well as

entrepreneurship is bettered. PM theories focusing on Object Management also belong to Organization Management School, for instance, *Start from the End* of Wang Weibin (2005).

In self management theories of Enterprise Organization School, the most influential, the earliest, the most cited is Peter Drucker's thoughts, three of his works contain more related arguments, *The Effective Executive* (1966, 1986, 2009), *Management Challenges for the 21st Century*, *Personal Management* (2003). [9]Peter Drucker summarized the content of self management into 9 aspects: (1) understand self superiority, (2) what should be dedicated by yourself, (3) how to perform or learn, and embody effectiveness, (4) know personal values for yourself, (5) know life adscription and life goal, (6) responsible for relationship, (7) manage later half of life as well as professional career, (8) time management, (9) innovation management.

(IV) Knowledge Management School

Just as time management, knowledge management is an important content of PM. The wide spread developing of knowledge management happened after globe society getting into knowledge economy as well as information economy from market economy. It originated from enterprises competitions and competitions of knowledge production capacity, developing later than time management, mental management. [10]The concept of knowledge management was proposed the first time on 'International Labor Conference of UN' in 1986. Another opinion, [11] knowledge management was brought out in Taylor's *The Principles of Scientific Management* in 1911. [12]David·A·Garin's (1993) viewpoints, a learning organization is an organization good at creating, securing, transmitting knowledge, and changing its behavior by new knowledge, new ideas. [13]Davenport's (1998) points, knowledge management, based upon fully admitting knowledge value to enterprises, creates an environment to let each employee access, share internal and external information of organization to establish personal knowledge, supporting, inspiring individual to implement, integrate knowledge into organization products or services, ultimately, enhancing management theories as well as practice of innovation capacity and reaction velocity for enterprises. Wikipedia.org's interpretation, personal knowledge management (PKM) is a process, in which an individual collect, sort, store, search, share knowledge in his daily life(Grundspenkis 2007), also involving various manners underpinning work activity(Wright 2005); is a reaction to the increasing demand by knowledge employee for self development as well as learning (Smedley 2009); also a process of knowledge management for organization from top to bottom, just contrary to the traditional knowledge management process from bottom to top (Pollard 2008) 。 Wikipedia.org's data, the concept of PKM could be tracked back to Frand and Hixon's work thesis (Frand & Hixon 1999). [14]Chinese Lai Chunsheng, Lu Zehui proposed the concept of PKM in 2000. [15]Zhou Jiuchang's (2006) research, PKM involves three important domains, personal inspiration knowledge management, personal knowledge project management, personal learning management.

(V) System School

This type of research employs system thoughts, information theories into personal management. [16]Chen Xinmin summarized Chinese modern educationist Wei Shusheng's (2001) personal management thoughts for students, Wei established three systems, planning system, supervising and checking system, feed-back system. [17]Ma Qiuli's research involves system thoughts (2005), she proposed management for dynamic system of personal development.

(VI) Personal Management Theories of Big Society Thoughts: Social School

This type of scholars or experts not only apply management theories, economics theories, education psychology theories into PM research, but also research personal management and development in the macro vision of social history, running PM research beyond pure commercial social order, taking the lead to combine PM tightly with the inner conflicts of human society, civilization progress. [18]Luo Guicheng, Tan Bin, Zheng Shiqiao's effort *Personal Quality Structure, Social Order and Long Term Curve of Personal Development* belongs to this category. In the eye of social school, society and individual are an integrated unity of a big field, individual should be studied when researching society, researching personal subsistence and development should not be isolated from social environment. Without various individuals, society would not be a society. Without society, individual can hardly advance an inch. Researching personal development is the research upon society, only smart research upon social development could avail personal subsistence and development.

Sorts above are a tongue from a particular person, only relative sorts, there are no absolute borders among different schools. Although earlier Taylor Rules from Frederick Winslow Taylor (1911) were outdated, standard operations were selected from the labor of excellent workers, as was a method saving time resources, also the accumulation and dissemination of knowledge. Now days, the research upon PKM system is very common, the process for organization knowledge management is also a process of

human-orientation management. Other than Time Management theories of early time, each school is a complex research with a perfect theory system comparatively, while having a different focus, a different characteristics respectively

Time Management (TM), Self Management are PM science born from western commercial society, the sharing point between them and Personal Management and Development (PMD), all have ties with Management Principles, their differences, PMD adds concern for personal subsistence and development under different social institution environment, or an environment with changing institution. PMD adds analysis upon institution of social environment, as well as mental management, at the same time, economics thoughts and methods integrated, such as long term equilibrium, short term equilibrium, whole equilibrium. In comparison with TM and self management, PMD pay more concern to big social vision, investigation into social environment, simple mathematics methods also employed, so PMD could be named as a management science of eastern people.

III. Connotation of PM and PM Science

(I) The core issue of PM

On the basis of PM schools, our ideas, PM theories should tackle six core issues, (1) environment forecast, involving environment analysis and identification, (2) individual and family forecast, covering personal condition analysis, individual or family forecast, (3) the ensuring for personal quality or personal core competence, (4) life mission, or determination of long term, short term goals, (5) the plan for a road path to fulfill life mission, (6) a fence against uncertainty and risks.

In summary, PM is the solution upon personal subsistence and development in a changing environment. From this sense, it is the same as organization management. [19]Figure 1 (Luo Guicheng, Luo Rundong, 2008) unveils that, environment and individual, interacting with each other, are a system. Personal development could not be independent from the influence of environment. The interact between environment and individual would be positive or negative, which will be decided by real circumstances. So, (1) environment forecast, (2) individual and family forecast become core issue of PM respectively. Environment pressure and inner weakness decide it is not easy for individual's subsistence, which implies the demanding upon personal capacity. Personal quality and and core competence become the 3rd big issue of PM. A fruitful life career will be founded upon a life dream, which is the original dynamics of personal subsistence. The determination of personal long term or short term goal is the 4th issue of PM. An individual with normal quality, the fulfillment of life dream will need strategies or road map, 'taking action after perfect planning', so, the design for a road map of life dream is the 5th issue of PM. Success is rare matter, those lucky enough to catch a direct vehicle to success is few, the road to pursue dream is uneven, two reasons, personal limited wits and multiple changes of environment, which increase uncertainties or risks. From current complicated situation, an information era with massive population and fierce competition, the weight for the prevention against uncertainty and risks hikes up in daily management, which is the 6th issue of PM.

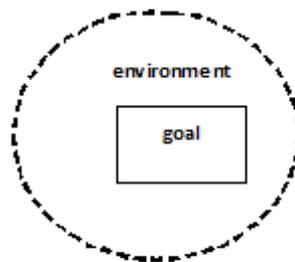


Fig 1 Goal and environment constraint

Aristotle had explained happiness, happiness is significant to life, of course also philosophy foundation for PM. Happiness is a mental state, a psychological perfectness. Success would not surely imply happiness, while, no success means the deficiency or defect of PM, which could not be regarded as happiness either. So, success could be the primary target of PM, happiness could be the dream of PM. In an earthly society, the most important thing of PM, the youth should put their life goal highly and with long term sight, standing for the big picture, eyeing for long run, to solve the relation between 'big ambition' and 'big wisdom', 'big ambition' often creates 'big wisdom'.

(II) Personal Management and Personal Management Science

Researches titled with 'PM' are not so many. [20]Wang Shuzhen's achievement (1999), PM of a postgraduate denotes how to manage himself, arranging his study, work, entertainment, daily life etc., and how to dispose of the relationship with others,

collectives, society. In a certain sense, PM of a postgraduate is personal self governance, self management, self constraint.

[19]Luo Guicheng, Luo Rundong's (2008) research, PM connotes, in a changing environment, a process of planning, organizing, controlling, coordination to fulfill life goal, grow personal utility. Personal Management Science is a science researching personal management.

[21]Zhou Zihui's sights (2009), ultimately, PM is the management upon value, personal value will decide life direction, which is just like an invisible force, influencing people's decision where to go or whom to follow all the time, determining their fate at last.

[22]Yue Xiaotao's research (2011), PM is an activity to realize personal made target by allocating personal resources suitably. PM science is a science systematically researching the basic law and general methods of PM activity.

Above points, the concept of PM, Luo Guicheng, Luo Rundong's achievement is better, the concept of PM science, Yue Xiaotao's research is more suitable.

Life dream and personal strategic goals				PM forecast (1)	PM techniques	time resource allocation
Value management	Health management mental health	Knowledge and learning management	management for social relationship resources (1) analysis and forecast for social relationships (2)social crisis management			
endogenic quality			improvement for professional quality and other ability	ability of management field		

Fig.2 The relation among different personal management contents

IV. Building for the content of PM Theory

Luo Guicheng etc.'s research, PM science contents involve, the connotation of PM and PM science, PM techniques, personal value management, personal management forecast, management for personal strategic target, management for personal resources of social relationship, management for personal time resource, knowledge management, mental health management, personal quality structure、social order and personal long term developing curve, management for wealth creating of individual and family, PM information system.

The structure of contents above (figure 2), life dream and personal strategic goals are the core, while endogenic quality, professional capacity, social capacity, other ability (such as art capability, medical ability of non professional person) are the foundation for the fulfillment of life strategic targets, abilities of management field are the engine for personal subsistence and development. For the weight of management forecast ability is hiking up, it is isolated from management techniques.

[18]Luo Guicheng etc. (2009) sorted personal quality into the endogenic quality and the learned quality. The endogenic quality includes,value, mental health, physiological health. The learned quality includes, professional capacity, social capacity, the ability of management field, other capabilities.

On the basis of psychological school and Peter Drucker's achievements, [9]Li Jialong (2009) sorted the content of self management into implicit factors and explicit factors. Implicit factors mainly denote mental qualities, covering self consciousness, self restraint, self adjustment, self incentive, value. Explicit factors involve long term or short term daily affairs, (long term or short term) object management, professional career, learning, time, superiority and efficacy, health.

By means of general capacity and professional capacity, [23]Zhang Xiaoyan (2014) researched the self management of pupils in high vocational colleges.

V. Significance of researching PM science

Fierce competition of contemporary society demands higher personal qualities. PM capacity structures the foundation and core of the common people. Ultimately, competitions among people would be attributed to the competition of PM capacity. Current world, generally, the gap between the poverty and the wealthy is paired along with the gap of personal qualities, in macro sense, for which the education could be blamed, while in micro sense, which should be attributed to PM capacity. We find out, even graduates from the same class, their fates vary astoundingly after graduation. If they received the course Personal Management and Development (PMD), it is surely that the gap between their development will be narrowed. So, to individual, learning PM is a necessary requirement adapting himself to fierce competition of modern society; to a country or an ethnic, it is a powerful instrument to improve civilians' quality. Many countries are pushing quality education to better nationals' quality, to which the initiation of a course PMD will be beneficial, reaping great social efficiency. From point of management theories, PMD expands traditional management theories, applying management theories and methods to every cell of the society—every individual. From the sense of economics, PMD concretes, theorizes the allocation and utilization of personal resources, guiding the sustainable development of single economy unity. In summary, PM science adds a powerful theoretical instrument to further social productive capability as well as the progress of social civilization.

VI. Forecast for The Developing Trend of PM Theories

Our opinion, religious capability, medical capacity, management capacity, net security will be new four skills of personal potential in future human society. PM capacity is one of new four skills. The perfection of PM theories is the necessary outcome of the globalization and information economy from market economy of human society. PM theory is in its adolescence in spite of the affluent content, not matured. PM theories will surely be affected by the development of globe society, with a sear mark of time, shouldering the responsibility to push forward human society civilization. Sustainable development has become a fundamental conception of international civilization progress. Xi Jinping (2016) pointed out profoundly, human society has a sharing fate with the nature, philosophy conception of sustainability will surely be melted into PM theories. The connotation of sustainability involves not only the relation between human being and nature, but also the relationship among people, among organizations, among nations, e.g. 'to build clean water and green mountains for the political environment.' The compatibility of one social system's development with another will be the perpetual issue of globe civilization, which is also an inevitable item of PM theories, so, PM theories will certainly be melted deeply into sociology, history, politics, ethics. Social school of PM will act a significant role in PM theories for very long time. Cloud computing, big data theory and methods have become a fashion of the globe society. The environment forecast system based upon massive data, globe perspective, becomes popular in management affair of various fields, which will affect the development of PM theories profoundly. System theories, information theories and related mathematics methods will get prevalent in PM theories, or, in the future, affected by international situation, system school of PM will become the favorite of PM theory researchers. For very long historical periods, the 'paradise' of human society or the primitive communism would hardly come into true, the inertia of competition among people will continue, mental stress and mental trauma after fierce competition will persist for long time, mental school of PM will perform irreplaceable role. Religion treatment for soul has being existed in human history, and will not disappear in the future, religion thoughts in line with truth principles would get into PM theory research. As to current situation, the PM connotation is more affluent and more profound than western self management theories, the important branch of PM theory, PM knowledge management theory is getting mature. In the future, PM concept will replace self management concept, PMD theory will enter the classroom of universities as a science.

References

- [1]Wen Keqin, *A Brief History of Chinese Ethic Thoughts*[M]. Beijing: Social Science Literature Press. 2013-6:1-6.
- [2]Tang Renwu, *The History of World Management Thoughts*[M]. Chongqing: Chongqing University Press. 2011-12:9.
- [3]Zhu Shuai, *How to Manage Time*[M]. Beijing: Beijing University Press. 2004-10.
- [4]Wang Yiming, Jin Yu, *Review for Self Management Researches*[J]. Journal of Psychological Science. 2002.25(4):453.
- [5]Sun Xiaomin, Xue Gang, *A Review of Study on Self-management*[J]. Advances of Psychological Science. 2008,(1):106.
- [6] Yang Guoliang, *In Terms of University Students Become a Useful Person Educate It With Managing Oneself*[J]. Higher Education Forum.2004-2,(1):5-6.
- [7]Jin Haiyan, *Research on Self Management of College Pupils*[J]. Contemporary Youth Research, 2005, (6):48-49.
- [8]Nigel A. L. Brooks. Principles of Self Management – Strengthening Anticipation, Deliberation, And Stress Tolerance. Arizona: The Business Leadership Development Corporation. 2008:2.
- [9]Li Jialong, *A Study on the Self Management Component System and Its Realization*[DB]. China Data Bank of Doctor Dissertation on Cnki.net, Wuhan University. 2009:24,49-50.
- [10]Lei Fei, *Review On Archives Knowledge Management of China in 2006-2010*[J]. Archives Management, 2011-09, 192(5):54.
- [11]Hu Qiumei, *Editorials on the Theory Research of Enterprise Knowledge Management*[J]. Scientific Management Research, 2011-2, 29(1):73.
- [12] David·A·Garin, Building a learning organization[J]. Harvard Business Review. 1993, 7(8):80.
- [13]Thomas H Davenport, Laurence Prusak. Working knowledge: how organizations manage what they know[M]. Boston: Harvard Business School Press, 1998.
- [14]Lai Chunsheng, Lu Zehui, *A Primitive Exploration on Personal Knowledge Management Methods*[J]. Journal of Jinzhou Medical College, 2000-10, 21(5):76.
- [15] Zhou Jiuchang, *On the Three Key Areas of KM*[J]. Document, Information&Knowledge, 2006, (1):98.
- [16]Chen Xinming, A Primitive Exploration on Wei Shusheng's Guiding for Students' Self Management of learning [J]. Social Science Review, 2001, (4):77.
- [17]Ma Qiuli, *The View on Self Control of College Students* [J]. Journal of Hunan University of Science and Engineering, 2005-6, 26(6):234.
- [18]Luo, Guicheng, Tan Bin, Zheng Shiqiao, *Personal Quality Structure, Social Order and Long Term Curve of Personal Development*[EB/OL], www.paper.edu.cn, 2009:1-2.
- [19]Luo Guicheng, Luo Rundong, *On Building Of Personal Management, A Frontier Science*[EB/OL]. www.paper.edu.cn, 2008:1-2.
- [20]Wang Shuzhen, *On Personal Management of Post-graduates*[J]. Heilongjiang Researches on Higher Education, 1999(3): 43.
- [21]Zhou Zihei, *Personal Mastery, Mental Models, Values and Personal Management*[J]. Nonferrous Metals Engineering & Research, 2009-6. 30(3):92.
- [22]Yue Xiaotao, *Conception, Systematic Structure and Significance of Personal Management Science*[J]. Human Resource Management, 2011-10, (10):32.
- [23]Zhang Xiaoyan, *Study on Self-Management to Upgrade "Dual Ability" of Higher Vocational College Students*[J]. China Data Bank of Doctor Dissertation on Cnki.net, China University of Mining&Technology, 2014.

Authors

LUO Guicheng- 1970-, male, Vice Professor of Bengbu University, with a master degree of education, researching Personal Management, religion, social system, Xi Jinping thoughts, politics, economics.

PENG Huimei- 1979, female, Vice professor of Bengbu University, with a master degree of management, researching management, education, economics.