

# Information Management Skill Among Adolescent

Dr. Pallavi Sameer Talekar

Associate Professor

<sup>1</sup>Name of Department of 1<sup>st</sup> Author,

Hansraj Jivandas College of Education, Mumbai, Maharashtra, India

**Abstract**— In the digital age boundless information available at our fingertips. Each student acquire lot of data regarding personal and educational use. The present study explores the current level of IMS among adolescents. 100 students ( 50 boys & 50 girls) from standard 9th were selected from ICSE board. The findings indicate moderate level of awareness regarding Information management skill, information evaluation and organization skill among the adolescents. The adolescent have below average level of awareness regarding ethical aspect of information gathering.

**Index Terms**—Information Management Skill (IMS), adolescent

## I. INTRODUCTION

The world is changing very fast. With innovation of new technology, lot of information is available for each person through various sources. The children born in this era are digital natives. These children have access to various technological aids since childhood. Thus, these children are techno-savy. Information available in this era includes both electronic and physical information. The information is available with various sources and in different formats namely, textual content, audio, video, paper documents, electronic documents, infographics etc. Mobile phones, internet is used to acquire information.

In the digital age limitless information available at our fingertips. As technology is advancing, even our ability to collect, store, and curate numerous sources of information also need to increase. Information plays a very important role in college students' personal and educational life. Today everyone has a smartphone, internet connectivity. The digital citizens are exposed to a vast amount of information from various sources such as the internet, social media, and academic platforms. The students have to gather lot of data for various purposes like vocational choice, assignments, concepts, exam preparation. At the same time everyone has lot of personal data in form of photographs, videos, textual content.

One may not remember all the details from the text read. Our mind is not like a computer where everything we put in storage stays there. It is better to focus on being aware of the big picture. Now a days lot of information available in online mode. We cannot consider children as banks where information can be deposited. One should organize the storage of the information in a logical way that makes sense to oneself.

It is essential to locate information at its proper place. But many of the times we might not be able to find the right information to meet our current and future needs when necessary. Lot of time is wasted in searching the information saved in the past. It's essential to priorities and organize the information. Technology is of increasing importance in life of every individual. ICT literacy has transformed the lives of individuals by developing the requisite skills. ICT skills with respecting managing information is necessary for individuals to lead everyday life in the 21st century which is continuously changing and emerging.

In 2008, UNESCO highlighted the importance of Information Literacy (IM skills) as essential for education in the 21st century, emphasizing its role in equipping individuals with the ability to navigate and utilize information effectively. With vast information been available, it's essential to be acquainted with Information Management Skill (IMS). Information management skill is the ability to locate, evaluate, organize, and use information effectively. UNESCO supports the development of Media and Information Literacy and Digital Competencies for all to enable people's ability to engage critically with information, navigate the online environment safely and responsibly and ensure there can be trust in our information ecosystem and in digital technologies.

In the contemporary era this skill has become essential for academic success and informed decision-making. Adolescents constantly consume and share information using smartphones, computers, and digital media. The information available on internet may not be always correct. Adolescents are over exposed with the data and also misleading information on internet. The information management is a personal skill. Knowledge management and Information management skills are recognized as tools of coping with information overload. Livingstone et al. (2014) stated that while adolescents are prolific internet users, they often lack the necessary skills to critically evaluate and verify the information they encounter online, potentially making them vulnerable to misinformation.

The present study explores the current level of IMS among adolescents. The researcher studied awareness of digital literacy, sources used to acquire information, and the challenges faced in managing information.

## II. OBJECTIVES

- To assess the current level of information management skills among school students.
- To identify common sources of information used by adolescents.
- To understand the challenges adolescents face in managing information.

## III. METHODOLOGY

A survey method of research was employed for the study. The researcher has prepared a questionnaire to study information management skill among the adolescents. The questionnaire includes questions related to awareness about information management, sources of acquiring information, organization of information, ethical issue, challenges faced while managing information.

## IV. SAMPLE

For the present study the researcher has selected the 100 students (50 girls and 50 boys) from standard ninth were selected from secondary schools affiliated to ICSE board in Mumbai.

## V. Data Analysis and Findings

Awareness of IMS: The mean score of boys regarding awareness of Information management system is 3.2 and mean score of girls is 3.7. This shows that the girls have better awareness regarding Information management skill. The overall mean score (3.45) indicates moderate level of awareness regarding Information management skill among the adolescents.

Search & access skill to acquire information: The mean score of boys regarding search and access skill to acquire information is 3.5 and mean score of girls is 3.6. This shows good level of search & access skill are possessed by boys and girls.

Evaluation of Information: The mean score of boys regarding evaluation of information is 2.8 and mean score of girls is 3.4. This shows that the girls critically evaluates information than boys. The overall mean score (3.1) indicates moderate level of skill regarding evaluation of information available among the adolescents.

Organization of Information: The mean score of boys regarding organization of information is 2.9 and mean score of girls is 3.6. This shows that the girls organize information effectively than boys. The overall mean score (3.24) indicates moderate level of skill regarding organization of information available among the adolescents.

Ethical Use: The mean score of boys regarding ethical use of information is 2.4 and mean score of girls is 3.2. The overall mean score (2.8) indicates below average level of understanding regarding ethical use of information available among the adolescents.

Sources of information: 90% of the students utilize Google search, YouTube channels, Wikipedia to gather information. 50 to 60% students also use social media, books in the library, teacher, educational apps to acquire information. Girls showed a preference for apps, libraries, and classroom instruction. Whereas boys rely more on Wikipedia, YouTube, social media.

**Challenges:** The adolescents shared the challenges in the process of educational management. Information overload, confusing information, difficulty to evaluate validity of information, not aware of how to organize data are the major challenges shared by the adolescents in the process of information management.

## VI. Conclusion

The present study reveals significant insights into adolescents' awareness and competencies related to Information Management Skills (IMS). The data analysis focuses on a gender difference in various components of IMS. The girls have consistently showed higher mean scores across all dimensions like awareness, search and access, evaluation, organization, and ethical use of information. Overall, adolescents shows a moderate level of awareness and skill in most areas of information management, particularly in searching, accessing, and organizing information.

The study also sheds light on the predominant sources of information used by adolescents, with a clear preference for digital platforms such as Google, YouTube, and Wikipedia. Girls use more formal and academic sources such as library materials and learning apps, whereas boys use more informal online sources and social media. This conveys of different patterns of information-seeking behavior. This may affect the quality and accuracy of information used.

The research has also identified challenges like information overload, inability to assess the validity of sources, and ignorance of how to organize information. The researcher feels need to integrate structured IMS training into the learning environment. In the 21<sup>st</sup> century it's essential to enhance these skills which will enable adolescents to become responsible digital citizens.

The digital age provided overload of information to students. The adolescents are highly involved in acquiring information. But they do not have the skills to manage it. The dependency on social media and informal sources leads to potential exposure to misinformation. The students are not bothered about the copyright issue while gathering data and using it for various purposes.

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