# Impact of Technology Utilization in the Management of School Records for National Growth: A Focus on Public Secondary Schools in Etsako West Local Government Area of Edo State.

**Ofeimu, Josiah Ph.D**
Department of Educational Foundations and Management, Faculty of Education, AmbrsoeAlli University, Ekpoma, Edo State
+234 7061208305,
**ofeimujosiah2021@gmail.com, jofeimu@aauekpoma.edu.ng**

**Asemhe, Sanni Asemhokhai,**
Department of Educational Foundations and Management, Faculty of Education, AmbrsoeAlli University, Ekpoma, Edo State
+234 7066928224, asemhesanni@yahoo.com

**Abstract**
This study investigated the impact of technology utilization in the management of school records for national growth: A focus on public secondary schools in Etsako West local Government Area of Edo State. The study employed the correlational research design. The population of the study consisted 28 junior and 28 senior secondary school principals in Etsako West Local Government Area of Edo State. This gave a total of 56 principals in Etsako West Local Government Area of Edo State. The simple random sampling technique was adopted in selecting 50% of the population which gave a total sample size of 28 principals. Two research instruments were used in gathering data in the study. A checklist titled School Record Checklist and a questionnaire titled Impact of Technology Utilization in the Management of School Records (ITUMSR)'. Research question one was answered using percentage while the hypotheses formulated were tested using chi-square at 0.05 level of significance. The study found out that staff and students bio-data, staff academic qualifications, staff professional qualifications, students cumulative record, students attendance among others are the staff and students records managed in public secondary schools, there was a positive impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development, there was a positive impact of technology in the management of staff records in public secondary schools for national development and there was a positive impact of the use of technology on the management of students records for national development. Based on the findings, the study recommended among other things that school managers should be effective in the management of up to date staff and students records to enhance national development.
**Keywords**: Impact, Technology Utilisation, Management, Secondary School, Records

## Introduction

Globally, education is believed to be an instrument for societal development and a tool for individual self-reliance. It has witnessed active participation by the government, non-governmental agencies, communities and private individuals. The role that education is expected to play in a society is multi-faceted. The education structure of Nigeria is in three levels and they include primary, secondary and tertiary. Secondary education is the education that learners receive after primary education but before they proceed to tertiary education. The Federal Republic of Nigeria (FRN, 2013) stated that the broad goals of secondary education, among others, are to prepare the individual for useful living within the society and for higher education, provide trained manpower in the Applied Science, respect the dignity of labour and appreciate these values specified under our broad national aims and live as good citizens and foster Nigerian unity and emphasize the common ties that unite us in our diversity

In order to achieve the above stated goals, the secondary school principals carry out administrative functions, which among others include regular supervision of instruction, management of students' services, school community relations and discipline of students. In addition to these, principals are also charged with the responsibility of managing school records for decision making purposes. In the same vein, the school principal has the responsibility of seeing to the smooth running of the school and the extent to which he/she succeeds in carrying out these duties depends on a number of factors which include the effective management of school records, among others.

School records are official and vital documents, books and files containing essential and crucial information on actions and events which are kept and preserved in the school offices for utilization and retrieval of information when needed (Durosaro, 2002). Coetzer (2012) also described school records as vital assets in ensuring that an educational institution is governed effectively and efficiently, and is accountable to its staff, students and the community that it

serves. It is believed that most of the school records are kept and managed by principals who play the role of school managers at the secondary school level of education. Some of the major school records managed by secondary school administrators include; students' personal files, staff record book, the log book, visitors book, inventory book, students' academic reports, among others.

In the words of Gama (2010), school records serve as vital and important sources of information that enable school administrators at various level carry out their legal obligations. Therefore, the maintenance and effective management of these records would no doubt facilitate decision making as well as enhance the general administration of the secondary school system. School record management occupies a strategic position in the efficient and effective management of students' and staff records in educational institutions. It is central in ensuring the credibility of students' and staff records, because proper records management systems always prove very relevant in terms of providing accurate students and staff records for verification and confirmation in times of disputes. School record management is believed to be the keeping, storing retrieval and use of all the information in the school. According to Healy (2010), records management is a field of management responsible for the efficient and systematic control of the creation, receipt, maintenance, use, and disposal of records, including the processes for capturing and maintaining evidence of and information about business activities and transactions in the form of records.

Nworgu (2006) defined school record management as the practice of maintaining the record of an organization like the school from time they are created up to their eventual disposal. School record management is also believed to the ability to arrange and maintain all the school records which are kept for retrieval of information when need be. To manage the records of all areas of secondary school administration should have been difficult but with fast growing world in the technology, everything is being done with the help of internet.

Effective management of records cannot be achieved without sound knowledge of the application of technology in the process of keeping records.

The use of technology in keeping of school records involves comprehensive application of modern communication gadgets for processing, storing, retrieving and sending information of all kinds in whatever form or distance. It is a very fast and accurate means of accessing or receiving, storing, transferring, processing, and sending ideas, perception or information (Mangel&Mangel, 2009). According to Tuayerinia, Festus, *et al*. (2007), the utilization of technology in keeping records is the application of computers and other technologies to the acquisition, organisation, storage, retrieval and dissemination of information in the form of data, text, images, etc. This information, according to Tuayerinia *et al* (2007) is stored in the form of database, which is a collection of files of information organised in such a way that the said information can be accessed from different computers in different locations.

According to Osakwe (2012), the need for technological innovation has led to a revolution in the development of technological facilities that are applicable to keeping and managing of school records. Making use of technology for record management goes a long way in raising the standard of school records globally. In view of this, it is believed that the adoption of electronic record-keeping practice by principals in the record management system in schools have risen above such problems of storage and retrieval, as ICT affords the opportunity to have a quick and easy view of all the records of school activities. Hence, by means of technological data storage facilities like computers, microfilm, CD-Rom, cassettes, e-mail, collaboration software and hardware, technological advancement had contributed to the effective storage and management of school records. The use of technology for keeping and managing staff and students records gives an overview of the number of students that are registered, accurate information on students' fees payment status, and a comprehensive database of staff, students and instructors with just a click.

According to Soita (2016), students records contain data which the institution can aggregate and analyze to inform future strategy, planning and service provision. Students records contains information directly related to a student, which include student name, student ID, student address, guardian information, medical information, Room number and name and attached student passport photo and a list of personal characteristics. Student records could be maintained in handwriting, print, computer's main memory, magnetic tape, and disk even on cloud backup for safety.

Staff records on the other hand as defined by *Prachi (2015),* are records pertaining to teachers in schools. These records are accumulated, factual and comprehensive information related to concern records and detained. All information with effect to these teachers in schools are kept in a systematic and chronological order. Such records are helpful to secondary school principals in various decision-making areas. Staff records are managed with the use of technology for formulating and reviewing teachers' policies and procedures. Complete details about all teachers or staff are maintained in staff records, such as, name, date of birth, marital status, academic qualifications, professional qualifications, previous employment details, etc. Prachi (2015) further stressed that there are various types of staff records kept in schools. They include records of employment; applicants past records, employees progress, medical reports, wages and salaries records contains pay roll records, methods of wages and salaries, leave records, turnover records and other benefit records, training and development contains appraisal reports, transfer cases, training schedule, training methods, health and safety records include sickness reports, safety provisions, medical history, insurance reports and service records are the essential records containing bio-data, residential and family information, academic qualifications, marital status, past address and employment records.

Generally, growth is associated with modernisation, material advancement, industrialisation scientific and technological progress, the emergence of nuclear

energy, electronic and biological revolution, new knowledge about man and the universe. It means urbanization, socio-cultural transformation, mass literacy, vertical and horizontal mobility, employment opportunities and the emergence of specialized and independent occupational roles (Umuru, 2002). The ultimate aim of national growth must be to bring about sustained improvement in the well-being of the individual and bestow benefits to all self-reliance and mobilization of domestic resources, the transformation of the structure of rural production, the growth of small-scale industries and the acquisition of technological and scientific skills. These objectives are stale, but well-conceived, planned and directed policies and programmes are required for their realization (Umaru, 1988 in Soita, 2016). This means that growth is about self-reliance in every aspect of national life. This national growth can only be achieved if school records are effectively managed using technology. Haven seen the link between technology and the management of school records, it is perceived that there is inefficiency in the management of school records in schools and it is the interest of this paper to ascertain how the utilization of technology could impact the management of school records for national growth.

## Statement of the Problem

The inefficient records management practices in Nigerian secondary school system especially in secondary schools in Etsako West Local Government Area is of great concern to well-meaning Nigerians especially the stakeholders of secondary education in Etsako West Local Government Area, Edo State. Education stakeholders are worried in the way documents get lost, loss of files due to termite destruction, fire incidence etc. This is believed to have resulted to lose of admission records and even students files. It has been observed that some results and scripts got missing as a result of poor school record management. Students keep taking examination over and over to no avail. This has always resulted in important information missing in students or staff files and students

results are observed to be manipulated. This nefarious practices has destroyed the image of Nigerian secondary school system (Etesike 2008).

In Nigeria most especially Etsako West Local Government Area of Edo State, it has been observed that there is a great setback in secondary school education due to the inadequate availability of authentic school records resulting from insufficient usage of technology for school record management by secondary school administratorsAdeyemi (2010). The school administrator has the responsibility of seeing to the smooth running of a school. The extent to which he succeeds in carrying out this responsibility depends on a number of factors. It has been observed that most secondary school principals in Etsako West Local Government Area of Edo State are not technology compliant and there is shortage of trained technology handlers (Ibadin, 2001).

It has been observed that in most public secondary schools, there are no qualified computer teacher/analyst that could help teach or train the staff concerning the use of computers to store relevant information and this poses a lot of problems and this has led to inaccurate keeping of records which has resulted to difficulties in obtaining staff and students record such as the population of students, the population of teachers, the number of instructional materials available in schools, the number of school building to be renovated and many others. In view of this, if school records are not properly managed at the secondary school level of Nigerian education, its contribution to national growth may be marred and as such the objective and goals of secondary school system may not be achieved. It is against this backdrop this study investigates the impact of technology utilization in the management of school records for national growth with focus on public secondary schools in Etsako West Local Government Area of Edo State.

The specific objectives of this study were to:

7. ascertain the staff and students records managed in public secondary schools in Etsako West Local Government Area of Edo State for national development

8. investigate the impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development

9. investigate the impact of technology on the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development

10. investigate the impact of technology on the management of students records in public secondary schools in Etsako West Local Government Area of Edo State for national development

## Research Questions

The following research questions were raised:

a. What are the staff and students records managed in public secondary schools in Etsako West Local Government Area of Edo State for national development?

b. What is the impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development?

c. What is the impact of technology on the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development?

d. What is the impact of technology on the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development?

## Hypotheses

The following research hypotheses were formulated to guide the study:

12 There is no significant impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development

13 There is no impact of technology in the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development

14 There is no impact of technology in the management of students records in public secondary schools in Etsako West Local Government Area of Edo State for national development

## Review of Related Literature

The term" school record management" tend to capture those various meaningful activities and roles rendered by school administrators (principals and staff) of the school to maintain and keep an up-date of date regarding the school. School record management is of paramount value, this is because it is the basis through which effective and efficient school administration can be achieved. On the other hand, the efforts of school principals and staff to preserve and retrieve the information of an individual staff and students and making use of them when need be is herein refer to as school record management.

According to Healy (2010), records management is a field of management responsible for the efficient and systematic control of the creation, receipt, maintenance, use, and disposal of records, including the processes for capturing and maintaining evidence of and information about business activities and transactions in the form of records. Digital records on the other hand refer to records created, communicated, maintained, stored, retrieved, and/or disposed by means of computer technology (Duranti, 2010). It is an embracing term and includes those records created using computer technology (born digital) and those that are converted into digital format (*e.g.,* scans of paper documents). Digital records need to be managed well as part of the transition to the electronic environment. Failure to do this could have far reaching implications, such as loss

of records leading to serious business, legal, financial and academic consequences.

School records vary from school to school. School records are broadly divided into statutory records and non-statutory records (Dorcas, 2013). Statutory records are the records kept in accordance with the education law and they must be produced on request by the agents of ministry of education on official inspection. Such records include: admission/withdrawal register, log book, attendance register, school time table, diary of work, visitors book, examination record book, time movement book, copy of national policy on education, national curricula on different subjects, assignment books for teachers, query book, history of the school, transfer certificate books, pupils individual files, sports and games record file, school clubs/societies, annual leave roster, teachers' annual evaluation reports, education inspector reports, organizational charts, minute books, disciplinary committee file, school land papers, lesson plan/note for teachers among others. Non-statutory records are school records kept for the purpose of administrative convenience such records include stock book, cash and account books, school calendar, health book, inventory book and staff minutes book (Godwin, 2004).

Uzoho (2006) investigated the record keeping practices of secondary school principals in Adade, Dampson *et al*. (2018) examined academic records management in Ghanaian basic schools: A study of basic schools in the Ashiedu-Keteke Sub-Metro in the greater Accra region. The study revealed that academic records of basic schools included admission register, attendance register, log book, visitors' book, cumulative record folder, students report sheet/card, school timetable, staff attendance register, staff movement book, scheme of work, lesson plan and notes, store ledger/inventory book, and school syllabus. Enahoro (2018) investigated the school records kept by secondary school principals in Etsako West Local Government Area, Edo State. The results of the study revealed that the principals in Etsako West Local Government Area keep admission and

withdrawal register, log book, visitors book, the school time table, syllabuses and scheme of work, time book and duty roster in their schools

The introduction of computers into records management which widely developed in the 1550s has offered speed, precision diversity, flexibility and a rich and comprehensive documentation of process (Kemoni & Wamukoya, 2000; Ngoepe, 2008). This has been quickly embraced around the world as a critical information management and communication tool. Further, the use of electronic systems in records management has also brought about space savings since most documents can be filed electronically which has reduced risk in event of loss (Shepherd & Yeo, 2003). It is acknowledged that if technological infrastructure like word processors, electronic databases, e-mail and management information systems are utilized for the purpose of staff and students' record management, it can result in more efficient communications and administration of academic records (Motuvu, 2009). Further, Akporhonor and Iwhiwhu (2007) opine that in developing record keeping solutions, it is necessary to understand the evolution that is taking place in the use of technology." The application of Information and Communication Technology (ICT) to the management of records therefore, will go a long way in making such records accessible and usable

Kyoshabire *et al*. (2023) investigated the relationship between information communication technology utilization and records management in secondary schools in Sheema District, southwestern Uganda. The study findings found out that there was a statistically significant relationship between ICTs utilization and records management in secondary schools of Sheema District. Nwaomah (2015) investigated Information and Communication Technology (ICT) usage on students' records management effectiveness in the Nigerian universities. The results revealed that at the 0.05 level of significance, the p-values of (0.9324, 0.8478 and 0.0004) indicated that information and communication technology (ICT) had negative and insignificant influence on students' records management

effectiveness in the federal and state universities, but had significant and positive influence in the private universities.

A study carried out by Ndenje-Sichalwe Ngulube and Stilwell (2011) on managing records in Tanzania revealed that personnel who use computer to create records were assisted by the computer in managing electronic records which enhanced storage, retrieval, access, use, enhanced security, enhanced preservation, enhanced communication and report generation.

Information and Communication Technology is also used in school Management in the field of making databases both for students and for staff members. Students' databases mainly comprise students' individual gender, age, discipline records, academic performance, while staff databases mainly record recruitment dates of individual teachers, salary scales, attendance records, to mention but a few. Through a networked environment, these databases will always provide a cheaper means of communication through transfer of files online from one individual to another (Bebell *et al*, 2004). Accessibility to ICT facilities such as computer program of Excel ensures accuracy, timeliness and effectiveness of managing the whole process of examination that is, it allows easy flow of information and risk monitoring systems that are appropriate (BECTA, 2000). Bearing in mind the tiresome tasks of setting, marking and computing and grading students in schools especially large numbers of students, with automatic set examinations, there can be easy monitory of students and marking using computational designed systems. Software for managing examinations in School has been developed for use by administrators to play examination roles for administrators, teacher and students. The use of ICT especially the Excel programme which manages data and makes it easier for teachers and administrators to maintain accurate records to improve school and classroom management (Rusten, 1999).

Abdallah (2009) carried out on the role of information and communication technology in the management of selected secondary schools in central Uganda.

The study found out that there has been improvement on collaboration between teachers, administrators and students, monitoring of students' and teachers' attendance together with enabling teachers and administrators to participate in school activities. There was also the improved transparency and accountability in school activities and programs due to application of ICT. Ochwo *et al.* (2018) examined the efficacy of information and communication technology in digitalized students' records management in universities in Eastern Uganda. Findings revealed that the level of ICT adoption and digitalised students' records management in the universities was generally moderately high. It was further revealed that an increase in the level of ICT adoption was associated with higher effectiveness of digitalized students' records management and vice versa.

Chidobi (2015) examined the extent of ICT application in the management of administrative and student personnel records in the public universities in Enugu State, Nigeria. The study showed that ICT facilities are not used in managing students records to a great extent. Student's records like admission data, student's results, disciplinary records and important documents may be missing in students file. Students results are manipulated, falsification of admission process. Masegenya and Mwila (2023) examined information and Communication Technology Usage in Record Keeping in Public Secondary Schools in Ilemela Municipality, Tanzania and found that inadequacy of ICT facilities, lack of ICT trained personnel and insufficient funds required for overall maintenance and management of ICT related software. It was further revealed that members of the school community have positive attitudes towards the use of ICT in record keeping in public secondary schools. The study concluded that ICT usage in record keeping is vital, it plays potential role in record keeping. Therefore, the government through the ministry responsible for education should provide public secondary schools with sufficient and modern ICT facilities that support/enhances the current practices in school administration and management.

Personnel records are created to serve the needs of the organisation that creates them. These records provide a sore of information about each employee, providing their personal employment history, their carrier within the organisation, personal details of age, training, and records of performance (Mnjama, 2001). Odo (2003) reported that technology is a computerized application and programme which helps in effective and management of records in a school, such as storing, controlling and centralizing all the activities of the school. This software can equally be used in keeping record of all the data and events in the school which can be retrieved when needed. In the same vein Eze (2012) revealed in his work that many kinds of technological facilities are available in the world of computers and internet which helped in making the task of school staff record management become easy. Chidobi (2015) examined the extent of ICT application in the management of administrative and student personnel records in the public universities in Enugu State, Nigeria. Findings of the study revealed that the absence of using ICT facilities in record management, especially as it concerns administrative records lead to manipulation and missing of vital records. Some records as regards to staff employment data cannot be found. Lyaruu (2007) investigated the role of personnel records in protecting the rights of the citizens. The finding of the study demonstrate that effective management of personnel records is crucial in providing rights to citizens yet many factors contributes to ineffective management of personnel records leading to delays and complete denial of provision of rights to the public.

**Methods**

This study employed the correlational research design. The population of the study consisted of all the 28 junior and 28 senior secondary school Principals in Etsako West Local Government Area of Edo State. This gave a total of 56 Principals in Etsako West Local Government Area of Edo State. The simple random sampling technique was adopted in selecting 50% of the population which gave a total sample size of 28 principals. Two research instruments were

used in gathering data in the study. A checklist titled School Record Checklist and a questionnaire titled Impact of Technology Utilization in the Management of School Records (ITUMSR) were the instrument used in the study. Research question one was answered using percentage while research question two, three and four were answered using mean and standard deviations. In the same vein, the hypotheses formulated were tested using chi-square at 0.05 level of significance.

**Results and Discussion**

**Research Question One:** What are the staff and students records managed in public secondary schools in Etsako West Local Government Area of Edo State for national development?

**Table 1:** Result analysis of the staff and students records managed in public secondary schools

| S/N | ITEMS | Yes | % | No | % |
|---|---|---|---|---|---|
| 7. | Staff and students bio-data | 27 | 96.43 | 1 | 3.57 |
| 8. | Staff academic qualifications | 23 | 82.14 | 5 | 17.86 |
| 9. | Staff professional qualifications | 26 | 92.86 | 2 | 7.14 |
| 10. | Staff previous employment details | 19 | 67.86 | 9 | 32.14 |
| 11. | Staff and students medical reports | 18 | 64.29 | 10 | 35.71 |
| 12. | Transfer of student records | 15 | 53.57 | 13 | 46.43 |
| 13. | Students cumulative record | 28 | 100 | 0 | 0 |
| 14. | Students attendance | 28 | 100 | 0 | 0 |
| 15. | Students admission register | 28 | 100 | 0 | 0 |
| 16. | Students withdrawal register | 22 | 78.57 | 6 | 21.43 |

Table 1 showed the analysis of the staff and students records managed in public secondary schools in Etsako West Local Government Area of Edo State for national development. Item 1 showed that 27 respondents representing 96.43% of the responses answered yes that principals manage records of staff and students bio-data while 3.57 of the responses answered no. 82.14% answered yes that principals manage records of staff academic qualification while 17.86 said no. 92.86% of the responses replied yes that principals manage staff professional development while 7.14% answered no. On if principals manage records of staff

previous employment details, 67.86% answered yes while 32.14% answered no. On if principals manage records of staff and students medical reports, 64.29% said yes while 35.71% said no. The results in the table further showed that the 53.57% of the respondents answered yes that principals manage transfer of students' records while 46.43% answered no. The results also showed that 100% of the responses answered yes that principals manage students cumulative records, 100% of the responses also answered yes that principals manage records of students' attendance. In the same table, 100% of the responses answered yes that principals manage records of students admission register. 78.57% answered yes that principals manage records of students withdrawal register while 21.43% answered no. This results therefore implied that staff and students bio-data, staff academic qualifications, staff professional qualifications, staff previous employment details, staff and students medical reports, transfer of student records, students cumulative record, students attendance, students admission register, and students withdrawal register are the staff and students records managed in public secondary schools in Etsako West Local Government Area of Edo State for national development.

**Research Question Two:** What is the impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development?

**Table 2:** Mean and Standard deviation analysis of the impact of technology on the management of school records Edo State for national development

| S/N | ITEMS | X | Sd | Remark |
|-----|-------|-----|-----|--------|
| 17. | The use of technological equipment improves accuracy of records | 3.36 | .58 | **Agreed** |
| 18. | Utilization of technology enhances the retrieval of school records | 3.44 | .68 | **Agreed** |
| 19. | Use of technology improves security of records in schools | 3.60 | .62 | **Agreed** |
| 20. | Utilization of technology improves the storage capacity of school records | 3.52 | .66 | **Agreed** |
| 21. | With the use of technology, there is improved accessibility of school records | 3.04 | .79 | **Agreed** |

*\* Mean scores is significant ($\overline{X} \geq 2.50$)*

Table 2 showed the mean and standard deviation analysis of the impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The results showed that the mean ratings on items 11, 12, 13, 14 and 15 were marked agreed at mean ratings of 3.36, 3.44, 3.60, 3.52 and 3.04 with standard deviations of .58, .68, .62, .66 and .79. This showed that technology impacted the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development.

**Research Question Three:** What is the impact of technology on the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development?

**Table 3:** Mean and Standard deviation analysis of the impact of technology on the management of staff records for national development

| S/N | ITEMS | $\bar{X}$ | Sd | Remark |
|-----|-------|-----------|-----|--------|
| 22. | The use of has reduced manual errors in managing staff records | 3.23 | .61 | **Agreed** |
| 23. | Staff records in schools are protected from unauthorized access with the use of technology | 3.23 | .58 | **Agreed** |
| 24. | The breaches of staff record confidentiality in schools have be eliminated as a result of the use of technology | 3.41 | .68 | **Agreed** |
| 25. | The technology utilization in school has improved the speed of accessing staff records | 3.07 | .81 | **Agreed** |
| 26. | The use of technology has impacted the ease of updating staff records | 2.97 | .94 | **Agreed** |

*\* Mean scores is significant ($\bar{X} \geq 2.50$)*

The results in table 3 showed that the mean ratings on items 16, 17, 18, 19 and 20 were marked agreed at mean ratings of 3.23, 3.23, 3.41, 3.07 and 2.97 with standard deviations of .61, .58, .68, .81 and .94. This implies that technology impacted the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development.

**Research Question Four:** What is the impact of technology on the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development?

**Table 4:** Mean and Standard deviation analysis of the impact of technology on the management of students' records for national development

| S/N | ITEMS | $\bar{X}$ | Sd | Remark |
|-----|-------|-----|-----|--------|
| 27. | Manual processes are less efficient compared to technology-based record management. | 3.51 | .58 | **Agreed** |
| 28. | The introduction of technology has reduced stress in record management tasks. | 3.59 | .62 | **Agreed** |
| 29. | Security measures like encryption and passwords have reduced unauthorized access to student data. | 3.62 | .56 | **Agreed** |
| 30. | Technology has reduced the cost of managing students' records. | 3.44 | .58 | **Agreed** |
| 31. | Digital solutions save significant time compared to manual record-keeping methods. | 3.33 | .55 | **Agreed** |

*\* Mean scores is significant ($\bar{X} \geq 2.50$)*

Table 4 showed the Mean and Standard deviation analysis of the impact of technology on the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The results showed that the mean ratings on items 21, 22, 23, 24 and 25 were marked agreed at mean ratings of 3.51, 3.59, 3.62, 3.44 and 3.33 with standard deviations of with standard deviations of .58, .62, .56, .58 and .55. These results indicated that technology impacted the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development.

 **Hypothesis One:** There is no significant impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development

**Table 5:** Analysis of the impact of technology on the management of school records in public secondary schools for national development

| | Technology | Management of School Records |
|---|---|---|
| Chi-Square | 1.600[a] | 1.000[a] |
| Df | 2 | 2 |
| Asymp. Sig. | .01 | .01 |

Table 5 showed the Chi-square analysis of the impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The results showed a

significant influence at .05 level of significance because the calculated value of 1.600 was greater than the criterion value. Meanwhile, the P-value (.01) was less than .05 (P<.05). The null hypothesis was therefore rejected. This meant that there was a significant positive impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development.

**Hypothesis Two:** There is no impact of technology in the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development

**Table 6:** Analysis of the impact of technology in the management of staff records in public secondary schools for national development

|  | **Impact of Technology** | **Management of Staff Records** |
|---|---|---|
| Chi-Square | 1.400[a] | 1.000[b] |
| Df | 3 | 1 |
| Asymp. Sig. | .003 | .003 |

Table 6 showed the analysis of the impact of technology in the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The results showed a significant influence at .05 level of significance because the calculated value of 1.400 was greater than the criterion value. Meanwhile, the P-value (.003) was less than .05 (P<.05). The null hypothesis was therefore rejected. This meant that there was a positive impact of technology in the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development.

**Hypothesis Three:** There is no impact of technology in the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development

**Table 7:** Analysis of the impact of technology in the management of students records in public secondary schools for national development

|  | Impact of Technology | Management of Students Record |
|---|---|---|
| **Chi-Square** | 1.200[a] | 1.000[b] |
| **Df** | 3 | 1 |
| **Asymp. Sig.** | .004 | .004 |

Table 7 showed the analysis of the impact of technology in the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The results showed a significant influence at .05 level of significance because the calculated value of 1.200 was greater than the criterion value. Meanwhile, the P-value (.004) was less than .05 (P < .05). The null hypothesis was therefore rejected. This meant that there was a significant and positive impact of the use technology on the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development.

**Discussion**

The finding of this study showed that staff and students bio-data, staff academic qualifications, staff professional qualifications, staff previous employment details, staff and students medical reports, transfer of student records, students cumulative record, students attendance, students admission register, and students withdrawal register are the staff and students records managed in public secondary schools in Etsako West Local Government Area of Edo State for national development. This finding might have been influenced by the ministry of education minimum requirements for the establishment of schools which necessitated the management of such records in schools. This finding supports the findings of Uzoho (2006), who reported that records presently kept in their schools in Umuahia include admission register, attendance register, staff minutes book, school time table, school accounts book, academic records of

students and copies of schools rules and regulations. The finding of this study corroborates the findings of Enahoro (2018) whose study revealed that the principals in Etsako West Local Government Area keep admission and withdrawal register, log book, visitors' book, the school time table, syllabuses and scheme of work, time book and duty roster in their schools

The finding of this study also showed that there was a significant positive impact of technology on the management of school records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The researcher believed that this finding if influenced by the fact that the utilization of technology makes record management easier, safer and more accurate. The finding of this study is in agreement with the findings of Aloysius, Akpabio and Margaret Emmanuel (nd) whose study showed that the use of ICT in school management help school managers to cope with information explosion, handling and processing of information with greater speed and accuracy. However, the finding of this study contradicts the findings of Nwaomah (2015) whose study indicated that information and communication technology (ICT) had negative and insignificant influence on students" records management effectiveness in the federal and state universities, but had significant and positive influence on in the private universities.

The finding of this study also indicated that there was a positive impact of technology in the management of staff records in public secondary schools in Etsako West Local Government Area of Edo State for national development. This finding might have been influenced by the need of principals to embrace technology which is believed to enable them maintain high level of effectiveness and efficiency in the management of such records. The finding of this study supports the findings of Ochwo, Atibuni and Denis Sekiwu (2018) whose study revealed that the level of ICT adoption and digitalised students' records management in the universities was generally moderately high. It was further

revealed that an increase in the level of ICT adoption was associated with higher effectiveness of digitalized students' records management and vice versa.

This study also showed that there was a significant and positive impact of the use technology on the management of students' records in public secondary schools in Etsako West Local Government Area of Edo State for national development. The research is of the view that the positive influence of management of records with the use of technology might have been occasion by the fact that students records managed with technology can easily be retrieved when needed. The finding of this study supports the findings of Eze (2012) who stated that the use of computers and internet has helped in making the task of school staff record management become easy. This finding contradicts that of Chidobi (2015) who stated that the absence of using ICT facilities in record management, especially as it concerns administrative records lead to manipulation and missing of vital records. Some records as regards to staff employment data cannot be found.

## Conclusion

Based on the findings of this study, the study concluded that staff and students bio-data, staff academic qualifications, staff professional qualifications, students' cumulative record, students' attendance among others are the staff and students records managed in public secondary schools for national development. There was a significant positive impact of technology on the management of school records in public secondary schools for national development. Similarly, there was a positive impact of technology in the management of staff records and students' records in public secondary schools for national development.

## Recommendations

Based on the findings, the following recommendations were made:

6. School managers should be effective in the management of up to date staff and students records to enhance national development.

7. The government should equip schools with adequate and modern technological facilities for proper management of school records.

8. School managers should also be trained on the use of technological facilities to ensure effectiveness in the management of staff records in schools

9. The government should also show concern in the type and completeness of students records kept and managed in schools for national development to be enhanced.

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