

Encouraging Motivation Among Employees: Vital in Leading to Up-Gradation of Overall Structure of the Organizations



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Abstract: *The main objective of this research paper is to understand that among employees, it is necessary to lead to up-gradation of motivation levels. As a consequence, the mind-sets of the individuals will be stimulated and they will render an important contribution in putting in efforts to their best abilities in carrying out tasks and activities in an effective manner. The individuals in leadership positions are required to implement various factors, which would be facilitating in leading to up-gradation of motivation levels. The different types of factors are, giving of rewards, incentives, promotional opportunities, increase in pay, paid leaves, paid vacations and so forth. The job duties and responsibilities are manageable as well as complicated. These are put into operation on an individual basis or in groups comprising of two or more individuals. Hence, in order to carry these out in a well-ordered manner, one needs to ensure, they are well-aware in terms of various types of ways. Furthermore, one needs to put into operation different types of methodologies and procedures in an effective manner. As a consequence, one will contribute efficiently in doing well in one's job duties and generating desired outcomes. Hence, one will be able to meet the expectations of individuals in leadership positions. Therefore, encouraging motivation among employees is vital in leading to up-gradation of overall structure of the organizations. The main concepts that are taken into account in this research paper are, understanding the meaning and significance of motivation among employees, measures to be implemented in encouraging motivation among employees and advantages of encouraging motivation among employees.*

Keywords: *Abilities, Effectiveness, Employees, Job Duties, Motivation, Organizations, Skills, Up-gradation*

I. INTRODUCTION

The human resources are the assets of the organizations, they are required to make use of their educational qualifications, skills and abilities in an effective manner. These are utilized in doing well in one's job duties, achieving organizational goals and leading to up-gradation of overall structure of the organizations. The individuals in leadership positions need to be well-informed in terms of factors that are facilitating in encouraging motivation among employees (Connors, 2016) [2].

The communication processes between superiors and subordinates and among colleagues need to take place in an effective manner. This is facilitating in augmenting information in terms of various subjects and concepts, exchanging ideas and viewpoints, obtaining answers to all types of questions and clarifying doubts in terms of different types of subjects and concepts. This is regarded as fundamental in forming cordial and amiable terms and relationships with each other. Furthermore, individuals will render an important contribution in creating an amiable and pleasant environment within workplace. Therefore, all the members of the organizations need to ensure, they treat each other with respect and courtesy.

The individuals, belonging to all job positions in the hierarchy of the organizations are required to acknowledge the meaning and significance of traits of efficiency, honesty and truthfulness. As a consequence of strengthening of these traits, the individuals will contribute efficiently in doing well in one's job duties and generating desired outcomes. Furthermore, they will render an important contribution in meeting the expectations of individuals in leadership positions (Clendenon, 2018) [1]. As a consequence, there will be up-gradation of motivation and concentration levels towards one's work. The individuals are required to ensure, they are well-informed in terms of their job duties and responsibilities. Furthermore, one needs to be well-equipped in terms of different types of methodologies and procedures. These are referred to the ways of doing well in one's job duties and generating desired outcomes. Hence, all the members are required to put these into practice in a well-organized and disciplinary manner. Therefore, it is well-understood, when leaders are efficient, honest and truthful, they will contribute satisfactorily in honing motivation levels among employees.

A. Understanding the Meaning and Significance of Motivation Among Employees

The individuals in leadership positions are required to be well-equipped in terms of ways that are facilitating in leading to up-gradation of motivation levels. The different types of factors are, giving of rewards, incentives, benefits, increase in pay, promotional opportunities, paid leaves, paid vacations and so forth. All these factors are approving to human resources. When they are conveyed by their employers and supervisors in terms of all types of factors, their mind-sets get stimulated towards putting into operation all the job duties in a well-organized manner. It is apparently understood that within the course of putting into operation job duties, there are occurrences of setbacks in terms of various factors.

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Hence, as a consequence of generating information in terms of motivating factors, one will render an important contribution in coping with various types of setbacks.

Furthermore, these will be prevented from giving rise to impediments within the course of putting into operation different types of job duties and responsibilities. In addition, problems are prevented from assuming a major form. Hence, it is well-understood that up-gradation of motivation levels among employees is approving in carrying out job duties in a successful manner. Therefore, individuals are able to acquire an efficient understanding of the meaning and significance of motivation among employees, when various types of motivating factors are implemented in an adequate manner.

As a consequence of experiencing of different types of problems and challenging situations, one will solve these on one's own or through obtaining support and assistance from other members. Hence, in order to hone motivation levels among employees, it is of utmost significance for individuals to form cordial and amiable terms and relationships with each other. It is apparently understood that within the workplace, there are occurrences of conflicting situations and disagreements in terms of various factors. Hence, these need to be resolved in an effective manner. Furthermore, these need to be prevented from giving rise to impediments within the course of doing well in one's job duties and generating desired outcomes. The individuals are required to make sure, they are well-informed in terms of ways of providing solutions to different types of problems and challenging situations in an effective manner. Furthermore, it is necessary for individuals to inculcate the traits of morality, ethics, diligence and conscientiousness. The acknowledgement and implementation of these traits will be facilitating in doing well in one's job duties and generating desired outcomes. Furthermore, one will render an important contribution in carrying out job duties and responsibilities in a satisfactory manner. In addition, one will meet the expectations of individuals in leadership positions. Therefore, an understanding of the meaning and significance of motivation among employees is acquired, when different types of problems and challenging situations are coped with in a satisfactory manner.

The working environmental conditions need to be pleasant and amiable. The individuals in leadership positions need to be well-informed in terms of all the factors that are facilitating in creating an amiable and pleasant environment within workplace. The different types of factors are, being well-informed in terms of job duties and responsibilities; being well-equipped in terms of methodologies and procedures; implementing effective communication processes; utilizing pioneering methodologies and materials; making wise and productive decisions in terms of various areas; honing analytical, critical-thinking and problem-solving skills; taking out sufficient amount of time for all tasks and activities; making provision of infrastructure, amenities and facilities; managing financial, human, technical, material and information resources and developing mutual understanding with others. As a consequence of acknowledging and implementing all these factors, one will be able to render an important contribution in creating an amiable and pleasant environment within workplace. Furthermore, they are required to convey all the factors to

their employees. In addition, they are required to augment their listening skills and implement all these factors throughout their jobs. Therefore, one is able to acquire an efficient understanding of the meaning and significance of motivation among employees, when all the factors are implemented in creating an amiable and pleasant environment within workplace.

B. Measures to be Implemented in Encouraging Motivation Among Employees

The organizations are of different types, i.e. educational institutions, training centres, financial institutions, production and manufacturing organizations, services organizations, agencies, non-government organizations and so forth. In all types of organizations, human resources are required to make use of their educational qualifications, skills and abilities in an effective manner. Hence, throughout their jobs, measures need to be put into operation in encouraging motivation among employees (Project Proposal on Enhancing Employability, n.d.). The measures are complicated as well as manageable, these need to be put into operation in more amount of time or can be less time-consuming and these are implemented on one's own or through working in co-ordination and integration with other members. One of the important aspects that needs to be taken into account is, positivity needs to be reinforced in all these measures. Furthermore, these need to be facilitating in promoting well-being and goodwill of human resources and leading to up-gradation of overall structure of the organizations. Therefore, measures to be implemented in encouraging motivation among employees are stated as follows:

C. Implementation of Effective Communication Processes

Within all types of organizations, communication is regarded as the lifeline. The members are required to implement effective communication processes in order to incur the feeling of job satisfaction and retain one's jobs. Furthermore, this is facilitating in leading to up-gradation of motivation and concentration levels. The communication processes between superiors and subordinates and among colleagues need to take place in an effective manner. This is facilitating in augmenting information in terms of various types of subjects and concepts, exchanging ideas and viewpoints, obtaining answers to all types of questions and clarifying doubts in terms of different types of subjects and concepts. This is regarded as fundamental in forming cordial and amiable terms and relationships with each other.

Furthermore, individuals will render an important contribution in creating an amiable and pleasant environment within workplace. Hence, all the members of the organizations need to ensure, they are well-informed in terms of communication ethics, i.e. making use of polite language and decent words; treating each other with respect and courtesy; making provision of factual information; depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude.

Hence, all the members need to ensure, they reinforce communication ethics in order to generate desired outcomes. Therefore, implementation of effective communication processes is regarded as one of the indispensable measures to be implemented in encouraging motivation among employees.

II. MAKING WISE AND PRODUCTIVE DECISIONS

The individuals in leadership positions are required to make wise and productive decisions in terms of various factors, i.e. job duties, responsibilities, methodologies, procedures, techniques, recruitment and selection methods, training and development programs, infrastructure, amenities, facilities, resources and overall structure of the organizations. The decisions are made in less amount of time or can be more time-consuming. The individuals need to ensure, they make decisions, which are facilitating in leading to up-gradation of overall structure of the organizations. Within the course of putting into operation, decision-making processes, analysis needs to be conducted in terms of different types of alternatives and options that are available. After the analysis is conducted, selection is made of the most worthwhile and favourable alternative or option. One of the important aspects that needs to be taken into account is, decisions need to be favourable to human resources as well as to overall structure of the organizations. The influence of the decisions can be major or minor. The human resources are required to be managed in a well-organized and satisfactory manner. The management of financial, technical, material and information resources need to be implemented in a well-ordered and regimented manner. Therefore, making wise and productive decisions is one of the significant measures to be implemented in encouraging motivation among employees.

A. Leading to Up-Gradation of Training and Development Programs

Leading to up-gradation of training and development programs is regarded as one of the major goals of all organizations. These programs have one of the major goals of imparting information in terms of various factors of the organizations, i.e. job duties, responsibilities, methodologies, procedures, approaches, techniques, infrastructure, amenities, facilities, organizational culture and overall structure of the organizations. The acknowledgement and implementation of training and development programs are facilitating in leading to up-gradation of motivation levels. The main reason being, when individuals will contribute efficiently in augmenting knowledge, competencies and abilities, they will contribute effectively in honing motivation levels.

Through up-gradation of motivation levels, one will render an important contribution in doing well in one's job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations. Furthermore, one will contribute efficiently in meeting the expectations of individuals in leadership positions. As a consequence, one will render an important contribution in retaining one's jobs and incurring the feeling of job satisfaction. In this manner, all the members will contribute efficiently in making use of training and development programs. Furthermore, one will be able to lead to their up-

gradation. Therefore, leading to up-gradation of training and development programs is an expedient measure to be implemented in encouraging motivation among employees.

B. Recognizing the Traits of Efficiency, Honesty and Reliability

The individuals, belonging to all job positions in the hierarchy of the organizations are required to acknowledge the meaning and significance of traits of efficiency, honesty and reliability. As a consequence of strengthening of these traits, the individuals will contribute efficiently in doing well in one's job duties and generating desired outcomes. Furthermore, they will render an important contribution in meeting the expectations of individuals in leadership positions. As a consequence, there will be up-gradation of motivation and concentration levels towards one's work. The individuals are required to ensure, they are well-informed in terms of their job duties and responsibilities. Furthermore, one needs to be well-equipped in terms of different types of methodologies and procedures. These are referred to the ways of carrying out job duties in an efficient manner and generating desired outcomes. Hence, all the members are required to put these into practice in a well-ordered and disciplinary manner. Hence, it is well-understood, when leaders are efficient, honest and reliable, they will contribute in honing motivation levels among employees. As a consequence, employees will put in their best abilities in doing well in their job duties and generating desired outcomes. Therefore, recognizing the traits of efficiency, honesty and reliability is an eminent measure to be implemented in encouraging motivation among employees.

C. Giving of Rewards and Incentives

The individuals in leadership positions are required to be well-equipped in terms of ways that are facilitating in leading to up-gradation of motivation levels. The different types of factors are, giving of rewards, incentives, benefits, increase in pay, promotional opportunities, paid leaves, paid vacations and so forth. All these factors are approving to human resources. When they are conveyed by their employers and supervisors in terms of all types of factors, their mind-sets get stimulated towards putting into operation all the job duties in a well-organized and disciplined manner. It is apparently understood that within the course of putting into operation job duties, there are occurrences of setbacks in terms of various factors. Hence, as a consequence of generating information in terms of motivating factors, one will render an important contribution in coping with various types of dilemmas and challenging situations.

Furthermore, these will be prevented from giving rise to impediments within the course of putting into operation different types of job duties and responsibilities. In addition, problems are prevented from assuming a major form. Furthermore it is ensured; these are not having any types of unfavourable effects on achievement of organizational goals and leading to up-gradation of overall structure of the organizations. Hence, it is well-understood that up-gradation of motivation levels among employees is approving in carrying out job duties in a successful manner.

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Therefore, giving of rewards and incentives is a renowned measure to be implemented in encouraging motivation among employees.

D. Solving Various Problems in an Effective Manner

As a consequence of experiencing of different types of problems and challenging situations, one will solve these on one's own or through obtaining support and assistance from other members. Hence, in order to hone motivation levels among employees, it is of utmost significance for individuals to form cordial and amiable terms and relationships with each other. It is apparently understood that within the workplace, there are occurrences of conflicting situations and disagreements in terms of various factors. Hence, these need to be resolved in an effective manner. Furthermore, these need to be prevented from giving rise to impediments within the course of doing well in one's job duties and generating desired outcomes. The individuals are required to make sure, they are well-informed in terms of techniques of providing solutions to different types of problems and challenging situations in an effective manner. Furthermore, it is necessary for individuals to inculcate the traits of morality, ethics, diligence and conscientiousness. The acknowledgement and implementation of these traits will be facilitating in doing well in one's job duties and generating desired outcomes. Furthermore, one will render an important contribution in carrying out job duties and responsibilities in a satisfactory manner. In addition, one will meet the expectations of individuals in leadership positions. Therefore, solving various problems in an effective manner is a noteworthy measure to be implemented in encouraging motivation among employees.

III. HONING SKILLS AND ABILITIES

All the members, belonging to all job positions in the hierarchy of the organizations are required to augment skills and abilities. This is necessary throughout their jobs. The various types of skills that need to be up-graded are, communication skills, decision-making skills, analytical skills, critical-thinking skills, problem-solving skills, negotiation skills, leadership skills, technical skills, creative skills, personal skills, professional skills, presentation skills, intellectual skills, artistic skills, and public-speaking skills. On the other hand, abilities, which need to be honed are, convincing, persuasion, planning, organizing, directing, recruiting, co-ordinating, controlling, leading, negotiating, emotional intelligence, systems thinking, possessing the abilities to work under stress, putting in efforts to one's best abilities, coping with various types of problems and challenging situations in an efficient manner and carrying out all types of job duties and responsibilities in a satisfactory manner. As a consequence of leading to up-gradation of different types of skills and abilities, one will render an important contribution in leading to up-gradation of motivation and concentration levels. Furthermore, one will render an important contribution in carrying out job duties and responsibilities in a satisfactory manner. In addition, one will meet the expectations of individuals in leadership positions. In this manner, one will be able to incur the feeling of job satisfaction and retain their jobs. Therefore, honing

skills and abilities is a meaningful measure to be implemented in encouraging motivation among employees.

A. Managing Resources in an Efficient Manner

The individuals in leadership positions are required to manage resources in an efficient manner. The different types of resources are, financial, human, technical, material and information resources. The financial resources are monetary resources. The individuals are required to make use of these in fulfilling all types of needs and requirements. Human resources are the personnel. They are required to make use of their educational qualifications, skills and abilities in an effective manner. Technical resources are referred to various types of technologies, i.e. computers, lap-tops, I pads, scanners, printers, photo-copiers, audio-visual aids and so forth. Material resources are the tools, devices, apparatus, machinery and equipment. Information resources are, books, articles, reports, projects, newspapers, magazines, other reading materials and internet. The management of resources needs to take place in a well-organized and satisfactory manner. One of the important aspects that needs to be taken into account is, these tasks need to be favourable to human resources as well as to overall structure of the organizations. The human resources are required to be managed in a well-ordered and satisfactory manner. The management of financial, technical, material and information resources need to be implemented in a well-organized and regimented manner. Therefore, managing resources in an efficient manner is a worthwhile measure to be implemented in encouraging motivation among employees [6] [7] [8] [9] [10]

B. Providing Infrastructure, Amenities and Facilities

Within all types of organizations, it is necessary for individuals in leadership positions to make provision of infrastructure, amenities and facilities. These are referred to power supplies, water supplies, clean drinking water, restrooms, heating and cooling equipment in accordance to the weather conditions, communication networks, transportation facilities, furniture, ramps, elevators, parks, buildings and overall environmental conditions. The management of financial resources is regarded to be of utmost significance. Furthermore, individuals are required to hire the services of service providers, i.e. electric workers, repair workers, plumbers, carpenters, painters, gardeners, and so forth.

As a consequence of making these available, all the members, irrespective of their job positions in the hierarchy will feel comfortable within the workplace. Furthermore, they will lead to up-gradation of motivation levels. In this manner, one will put in efforts to their best abilities in doing well in their job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations. Furthermore, one will make sure, they are able to please their employers with their job performance. Within all types of organizations, individuals, belonging to all job positions are required to make use of all types of infrastructure, amenities and facilities in an effective manner.

Furthermore, it needs to be ensured, wastage is prevented. Therefore, providing infrastructure, amenities and facilities is a lucrative measure to be implemented in encouraging motivation among employees.

C. Creating an Amiable and Pleasant Environment within Workplace

Creating an amiable and pleasant environment within workplace is regarded as one of the major goals of all members of the organizations. The individuals in leadership positions need to be well-informed in terms of all the factors that are facilitating in creating an amiable and pleasant environment within workplace. The different types of factors are, being well-informed in terms of job duties and responsibilities; being well-equipped in terms of methodologies and procedures; implementing effective communication processes; utilizing modern, scientific and innovative methodologies and materials; making wise and productive decisions in terms of various areas; honing analytical, critical-thinking and problem-solving skills; taking out sufficient amount of time for all types of job duties and responsibilities; making provision of infrastructure, amenities and facilities; managing financial, human, technical, material and information resources and developing mutual understanding with others.

As a consequence of acknowledging and implementing all these factors, one will be able to render an important contribution in creating an amiable and pleasant environment within workplace. Furthermore, they are required to convey all the factors to their employees. In addition, they are required to augment their listening skills and put into operation all these factors throughout their jobs. Therefore, creating an amiable and pleasant environment within workplace is a useful measure to be implemented in encouraging motivation among employees.

D. Advantages of Encouraging Motivation Among Employees

The individuals in leadership positions in all types of organizations are vested with the authority and responsibility of implementing all the factors that would encourage motivation among employees. In order to achieve all types of professional goals and lead to up-gradation of overall structure of the organizations, it is necessary to augment information in terms of various types of motivating factors. In other words, all the members of the organizations need to be motivated towards putting into operation different types of job duties and responsibilities (Determination, 2020) [3]. As a consequence, they will contribute efficiently in promoting enhancement of organizational culture and leading to up-gradation of overall structure of the organizations. The encouragement of motivation among employees is advantageous on a comprehensive basis. The different types of advantages are, putting in efforts to one's best abilities in generating desired outcomes; possessing the abilities to work under stress; meeting the expectations of individuals in leadership positions; promoting enhancement of organizational culture and leading to up-gradation of overall structure of the organizations. These are stated as follows:

E. Putting in Efforts to one's Best Abilities in Generating Desired Outcomes

It is apparently understood that there are occurrences of various types of problems and challenging situations within the course of doing well in one's job duties and generating desired outcomes. The different areas in terms of which these take place are, job duties, responsibilities, methodologies, procedures, techniques, approaches, work pressure, unawareness in terms of various factors, lack of implementation of time-management skills, lack of analytical, critical-thinking and problem-solving skills, scarcity of financial, human, technical, material and information resources, lack of infrastructure, amenities and facilities and so forth. As a consequence of leading to up-gradation of motivation levels, individuals will put in efforts to their best abilities in doing well in their job duties and generating desired outcomes. In this manner, they will carry out all their job duties and responsibilities in a well-organized and satisfactory manner. Therefore, putting in efforts to one's best abilities in generating desired outcomes is regarded as one of the indispensable advantages of encouraging motivation among employees.

F. Possessing the Abilities to Work Under Stress

It is understood by all the members, irrespective of their job positions in the hierarchy that they will be overwhelmed by different types of stressful situations. The influence of various types of stressful situations can be major or minor. The individuals are required to hone commitment and motivation levels in order to possess the abilities to work under stress. As a consequence, one will do well in their job duties and generate desired outcomes. In this manner, they will carry out all their job duties and responsibilities in a well-organized and satisfactory manner. One of the important aspects that needs to be taken into account is, individuals will contribute efficiently in coping with different types of dilemmas and challenging situations in an effective manner. Furthermore, these need to be prevented from giving rise to impediments within the course of carrying out tasks and activities in a well-organized manner. Therefore, possessing the abilities to work under stress is one of the significant advantages of encouraging motivation among employees.

G. Meeting the Expectations of Individuals in Leadership Positions

All the members need to be well-informed in terms of different types of job duties and responsibilities. Furthermore, one needs to augment information in terms of various types of methodologies and procedures. In addition, they need to be focused in carrying out their job duties in such a manner, which would be facilitating in meeting the expectations of individuals in leadership positions.

As a consequence, one will render an important contribution in incurring the feelings of pleasure and contentment. Furthermore, one will incur the feeling of job satisfaction and retain their jobs. One of the important aspects that needs to be taken into account is, individuals will contribute efficiently in overcoming setbacks in an effective manner.

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Furthermore, these are prevented from giving rise to barriers within the course of achievement of desired goals and objectives. The up-gradation of motivation levels is regarded as the key, which would be facilitating in carrying out job duties in accordance to the expectations of individuals in leadership positions. Therefore, meeting the expectations of individuals in leadership positions is an expedient advantage of encouraging motivation among employees.

H. Promoting Enhancement of Organizational Culture

All the members of the organizations, irrespective of their job positions in the hierarchy throughout their jobs need to be well-informed in terms of factors, which would be facilitating in leading to up-gradation of organizational culture (Doyle, 2019) [4]. The individuals, belonging to all job positions in the hierarchy of the organizations are required to acknowledge the meaning and significance of traits of morality, ethics, efficiency, honesty and reliability. As a consequence of strengthening of these traits, the individuals will contribute efficiently in doing well in one's job duties and generating desired outcomes. Furthermore, they will render an important contribution in meeting the expectations of individuals in leadership positions. This is facilitated, as a consequence of up-gradation of motivation and concentration levels towards one's work. The individuals are required to ensure, they are well-informed in terms of their job duties and responsibilities. Furthermore, one needs to be well-equipped in terms of different types of methodologies and procedures. Therefore, promoting enhancement of organizational culture is an eminent advantage of encouraging motivation among employees [5].

I. Leading to Up-gradation of Overall Structure of the Organizations

Leading to up-gradation of overall structure of the organizations is regarded as one of the major goals of individuals, belonging to all job positions. As a consequence of honing motivation levels, individuals will be well-informed in terms of all the essential factors, i.e. being well-informed in terms of job duties and responsibilities; being well-equipped in terms of methodologies and procedures; implementing effective communication processes; utilizing modern, scientific and innovative methodologies and materials; making wise and productive decisions in terms of various areas; honing analytical, critical-thinking and problem-solving skills; taking out sufficient amount of time for all types of job duties and responsibilities; making provision of infrastructure, amenities and facilities; managing financial, human, technical, material and information resources and forming cordial and amiable terms and relationships with others. Throughout one's lives, one needs to acknowledge and implement all the factors. One of the important aspects that needs to be taken into account is, positivity needs to be reinforced in all the factors. Therefore, leading to up-gradation of overall structure of the organizations is a meaningful advantage of encouraging motivation among employees.

IV. CONCLUSION

Up-gradation of motivation levels is facilitating in leading to enhancement of interest and enthusiasm levels. Measures to be implemented in encouraging motivation among

employees are, implementation of effective communication processes, making wise and productive decisions, leading to up-gradation of training and development programs, recognizing the traits of efficiency, honesty and reliability, giving of rewards and incentives, solving various problems in an effective manner, honing skills and abilities, managing resources in an efficient manner, providing infrastructure, amenities and facilities and creating an amiable and pleasant environment within workplace. Advantages of encouraging motivation among employees are, putting in efforts to one's best abilities in generating desired outcomes; possessing the abilities to work under stress; meeting the expectations of individuals in leadership positions; promoting enhancement of organizational culture and leading to up-gradation of overall structure of the organizations. Finally, it can be stated, up-gradation of motivation levels is vital in leading to progression.

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