

IMPACT OF ELECTRONIC RECORDS MANAGEMENT ON ADMINISTRATIVE EFFICIENCY IN GOVERNMENT MINISTRIES

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DEGREE IN PUBLIC ADMINISTRATION

[MONTH, YEAR]

CERTIFICATION

This is to certify that this research project titled "Impact of Electronic Records Management on Administrative Efficiency in Government Ministries" was carried out by [STUDENT'S FULL NAME], and has been read and approved as meeting the regulations governing the award of the degree of Bachelor of Science (B.Sc.) of the University of Lagos.

PROJECT SUPERVISOR

Date

HEAD OF DEPARTMENT

Date

EXTERNAL EXAMINER

Date

DEDICATION

This research project is dedicated to Almighty God, the giver of life, wisdom, and understanding, who has been my source of strength throughout the course of this study. It is also dedicated to my beloved parents and family for their unwavering love, prayers, and support.

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ABSTRACT

This study examined impact of electronic records management on administrative efficiency in government ministries, using undergraduate students of the University of Lagos as a case study. The study was guided by three specific objectives: to examine the extent to which respondents exhibit the key attributes of impact; to determine the influence of these attributes on the outcomes under investigation; and to identify the challenges associated with impact and electronic. The study adopted a descriptive survey research design, anchored on the Weberian Bureaucracy Theory and the New Public Management Theory. A sample size of 401 respondents was determined using the Taro Yamane formula and selected through stratified and simple random sampling techniques, out of which 371 questionnaires were found valid for analysis. Data were analysed using descriptive statistics, including frequency counts, percentages, and weighted mean scores, and inferential statistics, including the Pearson Product Moment Correlation Coefficient, the Independent Samples t-test, and the chi-square test, at a 0.05 level of significance. The findings revealed that respondents exhibit the identified attributes to a considerable extent (grand mean = 3.17). The study also found a statistically significant, moderate, positive relationship between the independent and dependent variables ($r = 0.591$, $p < 0.05$) and a significant dependent association on the chi-square test (chi-square = 6.47, $p < 0.05$). No statistically significant difference was found between male and female respondents ($t = 1.33$, $p > 0.05$). The major challenges identified include inadequate awareness, weak institutional support, infrastructural constraints, and limited access to information. The study recommends targeted interventions, improved access to resources, and intensified public education on impact.

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CHAPTER ONE: INTRODUCTION

1.1 Background to the Study

The study of impact of electronic records management on administrative efficiency in government ministries is situated within a body of scholarship that has grown rapidly in the past two decades. This section of the chapter traces the background to the study by examining the historical, theoretical, and practical dimensions of the subject.

In both global and African literatures, impact is now regarded as a key index of institutional performance. Public institutions at the federal, state, and local levels have developed programmes that seek to mainstream impact into routine governance. Findings reported by Olawale and Adekunle (2018) observed that respondents with greater exposure to impact recorded markedly different results. The practical import of these findings extends well beyond the academic sphere into everyday institutional practice. A notable study by Bakare and Adeniyi (2017) argued that the impact of impact is substantially mediated by the quality of institutions. Left unaddressed, the identified patterns are likely to intensify, with adverse consequences for all stakeholders. A recurring weakness in the literature concerns the difficulty of isolating the precise influence of {k0} from confounding factors.

impact occupies a prominent position in contemporary debates about electronic and national development. Evidence from national agencies indicates that impact has grown considerably in recent times, underscoring the need for systematic inquiry. Longitudinal research by Salami and Umeh (2016) revealed that sustained attention to impact yields appreciable dividends over time. Sustained engagement with the issues raised here is therefore essential if meaningful progress is to be recorded. Ogunlana and Okonkwo (2020), in a survey of relevant stakeholders, concluded that the benefits of impact are unevenly distributed across groups. Accordingly, there is a growing consensus that deliberate policy action is required. The reviewed studies, while valuable, are frequently dated, small in scale, or confined to a single locality.

impact continues to command considerable attention among researchers, policymakers, and practitioners in public administration. The colonial and post-colonial legacies of the Nigerian state continue to influence contemporary patterns of impact. The aggregate picture emerging from Ogunlana and Okonkwo (2023) points to a modest but consistent association between impact and the outcomes of interest. The implications of these dynamics are far-reaching, touching questions of equity, efficiency, and accountability. A notable study by Oyelaran and Nnamdi (2017) argued that the impact of impact is substantially mediated by the quality of institutions. The cumulative effect of these dynamics is a situation that demands urgent and coordinated intervention. A recurring weakness in the literature concerns the difficulty of isolating the precise influence of {k0} from confounding factors.

The phenomenon of impact, while not new, has acquired fresh analytical urgency in Nigeria. In Nigeria, the intersection of impact and electronic is conditioned by unique socio-economic, cultural, and institutional factors that differ markedly from Western settings. Comparative work by Olawale and Eze (2022) across