

# **OFFICE TECHNOLOGY AND MANAGEMENT EDUCATION (OTM) AND NATIONAL DEVELOPMENT: ISSUES AND CHALLENGES**

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## **Abstract**

*Education is the bedrock and instrument for economic and social transformation, technological and economic sustainability of any nation. This study examined the ways office technology and management has contributed towards national development, and the challenges of office technology and management education in socio-economic and technological development of Nigeria. The study was carried out in Abia state polytechnic, Aba. Two research questions guided the study. The entire population of 13 office educators and 107 HNDI and II students of OTM department were studied. The study adopted descriptive survey design. Questionnaire was the major instrument for data collection. The reliability of the instrument was established by test-retest method, using Pearson Product Moment Correlation and a correlation coefficient of 0.81 was obtained. Mean and standard deviation were used to answer the research question. The study revealed among others that OTM education plays an important role in socio-economic and technological development of the nation. It was concluded that though OTM education is plagued with myriads of challenges, adherence to quality in its education will no doubt equip its recipients with functional and valuable skills, culture and knowledge which will enable them to be self-reliant and thus contribute to sustainable development in Nigeria. The study recommends among others that the management of higher institutions offering OTM should be sincere and committed to ensuring quality in their programme by avoiding window dressing for accreditation.*

**Keywords:** Office Technology and Management, Education, National development, Challenges

The contemporary world today is undergoing major global transformation that is affecting all facets of human endeavors. Education has been identified as the major strategic instrument for technological, economic and social transformation. Though the most complex of all human endeavors, Education has always focused on human capital development required for both the present and future challenges (Dike, 2009). Education is a variable tool for national development which is geared towards

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the system producing the right type of manpower in the right quality and quantity for nation building (Ovbiagele, 2015). In other words, all students irrespective of race, cultural background, social economic status or geographical location must be adequately educated to cope with the phenomenal advancement across the globe; hence contribute to national development through utilitarian programme such as office technology and management education.

Etebu, Ohajianya & Nwokanma (2017) noted that education is the greatest investment a nation can make for the development of its economic, sociological and human resources; education provides its recipients with the necessary knowledge and skills to win a nation's state and to export brains. To Okoye (2002) an educated man is the gentleman, who is socially, morally, intellectually and physically useful to the society. Education develops manpower which is very important in sustaining developments as development of manpower is a good source of managing natural resources, money, projects and industries for sustainable.

Sustainable development of any nation depends largely on the successful performance of education; hence, development must be conceived as a multi dimensional process involving major changes in social structures, positive attitudes, and reduction of inequality, eradications of poverty and the acceleration of economic growth (Nwobi, 2007). National development could be referred to as a process of integrating all sectors of the economy into development for increased production, modernization of technology, improve standard of living and industrialization (Ofe, 2005).

Office technology and management education is one of the optional education areas provided by business education program in Nigerian tertiary institutions (Kingdom & Maekea, 2013). Office technology and management is a practical oriented programme that is geared towards the development of skills, competencies and attributes that are necessary for efficiency of the economy. It is an educational programme that equips its recipients with functional skills and knowledge that empowers them to contribute meaningfully in their respective endeavours in the business environment. With the coming of Information and Communication Technologies (ICTs) into the education scenario, office technology and management education has become the turning point for the use of information technologies across the globe. Its scope now covers a wider horizon of clusters of business and technological expositions to support the growth and development of individuals and nations (Isiyaku, 2020).

The Federal Government of Nigeria in 2007 having recognized the important role of skill oriented education saw the need to integrate information technologies into office technology and management education program (Edokpolor & Chukwu, 2017; Ekpeyong & Nwabuisi, 2003). The National Policy on Education Document in Nigeria attaches great importance to vocational education which OTME is part of because it is one of the prime movers for achieving the desired technological and economic development (Ovbiagele, 2015). Office education is the aspect of business education that involves in addition to general education the study of technology and the acquisition of practical skills, attitude, understanding and knowledge relating to occupations on various sectors of the economic and social life of Nigerians.

Tlbury & Ryan (2011) noted that one of the most visible trends of office technology and management education is the continuous adjustment of the programs area of activities with the purpose of tackling issues and challenges of global

responsibility and sustainability; hence, the inclusion of new information and communication technology and entrepreneurial modules into its existing programs in order to make office technology and management program skill oriented. At the moment, in the department of office technology and management program run by some institutions in Nigeria, particularly in polytechnics, introduction to business and small scale business management are taught along with entrepreneurial development and information and communication technology courses. All these are aimed towards the acquisition of practical skills and office competencies for self-actualization and national development. The aim of this study therefore, is to examine the contributions of office technology and management education to national development.

### **Statement of Problem**

In spite of all the benefits offered by office technology and management education, the programme continually suffer from poor curriculum content, non-functional libraries, poor infrastructure, poor government appreciation, lack of adequate qualified and committed personnel, lack of adequate funds, poor planning and implementation among others (Nzekwe, 2010). The Nigerian government, public organizations and private bodies having made several efforts to tackle the problems of the nation which is characterized with abject poverty, poor standard of living, unemployment among others. Office technology and management education which is an aspect of business education has it as one its objectives to help alleviate these problems by producing the right caliber of workforce for both gender with business, information technologies and entrepreneurial abilities and competencies for various positions in various sectors for national development.

### **Research Questions**

The following research questions guided the study:

1. In what ways could office technology and management education contribute towards national development?
2. What are the challenges faced by office technology and management education in contributing to national development in Nigeria?

### **Literature Review**

Office technology and management has contributed immensely towards national development. Sokyey, Wetnwan & Bewaran (2018) in their work noted that office technology and management has improved the economic growth and development of the nation through the development of small, medium and large scale business based on creativity and innovation. Ikelegbe (2016), Duruaku & Njoku (2013) and Bello (2015) identified job creation and provision of employment, developing entrepreneurial capacity and stimulating indigenous entrepreneurs, reducing urban drift and enhance social status of citizenry by increasing business activities in the rural areas, improving the standard of living among others. Well trained graduates of office technology and management program will be employers of labour.

Office technology and management program is a gateway to real growth and development of Nigeria as a nation. If given serious attention office technology and management program will produce graduates who will be self-employed and in turn

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produce goods that are of export quality thereby increasing the nation's foreign earnings. Office technology and management program is expected to provide occupational skills for its recipients in business or office related occupations either as employees or self-employed (Aina, 2019)

Office technology and management education being a part of business education strives to achieve the three inter-related domains of the taxonomy of education objectives namely: cognitive, psycho-motor and effective domains. These domains according to Nzekwe (2010) develop individuals intellect, enable individuals acquire vocational skills and work habit. The goals and objectives of the programme include; provision of manpower who posses the requisite knowledge and skills for harnessing other resources and bringing them into corporate relationship, turning the right caliber of workforce in the business and entrepreneurial ability as well as information and technology competencies for positions in various sectors of the economy, educating individuals for and about business, provide desired sound growth for the firm and its profits. (Nzekwe, 2010).

Office technology and management program emphasizes on job competencies, career preparation and work adjustment. Its objectives as specified in the curriculum and course specification for both National and Higher National Diploma include to equip students with effective work competence in order to fit properly into the office of any organization and perform professionally the function of a secretary which include relating the functions of the office to whole organization, showing personal qualities and attributes conducive to tolerance and co-existence with the work group.

The contributions of office technology and management education to national development include among others equipping young trainees with the technical know-how and requisite skills that ultimately enables them understand the increasing complexities of new-age technologies and the need to acquire skills necessary for the management of the nations abundant human and natural resources. Ozngbe (2009) noted that the functions of office technology and management that may lay lead to national development include: self employment, technological improvement, high standard of living, self reliance, consumer economic efficiency, and manpower skill development.

Notwithstanding the introduction of information and communication technologies and entrepreneurial modules into office technology and management program, government has failed to provide adequate facilities for the optimal teaching and learning experience in office technology and management education (Edokpolor & Chukwu, 2017; Isiyaku, Ayuba & Abdulkadir, 2018). Despite office technology and management's prospect of contributing to national development, it has been relegated to the background as the overall funding of office technology and management program has been grossly inadequate causing adverse effects on the quality of office technology and management education (Ekpenyong & Nwabuisi 2003; Isiyaku, 2020)

Sokeyes et al (2018) identified irregular review of curriculum, window dressing for accreditation, lack of adequate supervision, inadequate physical

facilities, ineffective evaluation and assessment system, inadequate funding, inadequate and unqualified personnel, corruption and mismanagement of funds as the major challenges affecting office technology and management program. There is societal belief that office technology and management program is meant for dropouts hence, there is negative public attitude toward office technology and management program.

In agreement to Sokeyes et al, Nzekwe (2010) noted that poor curriculum content, non-functional libraries, poor infrastructure, poor government appreciation, lack of adequate qualified and committed personnel, lack of adequate funds, poor planning and implementation as some of the challenges militating against office technology and management education.

### **Methodology**

Descriptive survey design was adopted for the study. The study was conducted at Abia state polytechnic Aba. The population of the study consisted of 120 respondents made up of 13 office technology and management educators, 60 HNDII and 57 HNDI students from the department of office technology and management, Abia state polytechnic Aba. The total population was used. Thus there was no sampling. Questionnaire was the major instrument for data collection. The questionnaire was structured on a five point rating scale of Strongly Agree – 5, Agree – 4, Undecided – 3, Disagree – 2, Strongly Disagree – 1. The instrument was validated by two experts in the field of office technology and management. Test-retest method was used to ascertain the reliability of the instrument. A reliability coefficient value of .81 was obtained using Pearson product moment correlation coefficient. Data collected were analyzed using mean and standard deviation. For decision making, mean scores of 3.00 and above were considered as agreed, while the mean scores below 3.00 were considered as disagreed.

### **Results**

**Research Question 1:** In what ways could office technology and management education contribute towards national development?

**Table 1:** Respondents mean ratings on the contributions of office technology and management education in achieving national development.

**N= 120**

<b>S/N</b>	<b>Statements Remarks</b>	<b>Mean</b>	<b>SD</b>
1	Job creation and provision of employment Agreed	4.38	.51
2	Developing human capacity Agreed	4.55	.56
3	Individual creativity Agreed	4.62	.62

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4	Improve chances of economic development Agreed	3.79	.40
5	Improve technological development Agreed	4.23	.64
6	High standard of living and self reliant Agreed	4.37	.64
7	Ecological development/equality of life Agreed	4.01	.49
8	Improve participation in the economic, social and Agreed Cultural roles in the society	4.55	.56
9	Improve socio cultural changes Agreed	3.95	.70

Data analyzed in Table 1 showed that the respondents agreed that office technology and management education contributes a lot in achieving national development in Nigeria. This was shown by their mean rating which ranged between 3.79–4.62.

**Research question 2:** What are the challenges faced by office technology and management education in contributing to national development in Nigeria?

**Table 2:** Respondents mean ratings on the challenges face by office technology and management education in contributing to national development.

N = 120

S/N	Statements Remarks	Mean	SD
1	Inadequate funding Agreed	4.98	.11
2	Window dressing of accreditation Agreed	4.61	.48
3	Inadequate physical facilities Agree	4.59	.53
4	Lack of adequate supervision Agreed	4.47	.50
5	Corruption and mismanagement of funds Agreed	4.72	.53

6	Ineffective evaluation and assessment system Agreed	4.65	.47
7	Lack of adequate and committed educators Agreed	4.95	.20
8	Irregular review of curriculum content Agreed	4.70	.44
9	Poor planning and implementation Agreed	4.47	.50

Data analyzed in Table 2 showed that the respondents agreed that all the items were among the challenges faced by office technology and management education in contributing to national development in Nigeria. This was shown by their mean rating which ranged between 4.47-4.98.

### **Discussion of Results**

The result from research question one showed that office technology and management education contributes in achieving national development through job creation and provision of employment, individual creativity, developing human capacity, move technological development, improving the standard of living, improve chances of economic development and improve participation in the economic, social and cultural roles in the society. This is in consonance with the views of Ozengbe (2009), Nzekwe (2010), and Sokyes et al (2018) that established that the functions of office technology and management education will lead to national development through self employment, technological improvement, high standard of living, self reliance, consumer economic efficiency, manpower skill development etc.,.

On the challenges limiting office technology and management education from contributing to national development, research question two revealed that inadequate funding, lack of adequate and committed educators, inadequate physical facilities, corruption and mismanagement of funds, lack of adequate supervision, window dressing of accreditation, irregular review of curriculum, and poor planning and implementation jeopardize the activities and contributions of office technology and management education to national development. This is in line with Sokeyes et al (2018) who remarked that irregular review of curriculum content, window dressing of accreditation, inadequate physical facilities, inadequate funding, corruption and mismanagement of funds, and lack of adequate supervision as the major challenges affecting the activities and contribution of office technology and management to national development.

### **Conclusion**

Although office technology and management education is vocational in nature, it does not stop at mere acquisition of skills; it is a program that is concerned with the intellectual development of individuals and the provision of conducive atmosphere for the enablement of meaningful development in all spheres of life. Office technology and management program has the prospect of contributing to

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national development of Nigeria through job creation, self reliance and human development.

Though office technology and management education is plagued with myriads of challenges, adherence to quality in its education will no doubt equip its recipients with functional and valuable skills, culture and knowledge that will enable them to be self reliant and thus contribute to sustainable development in Nigeria. It is a formidable force that would equip individuals with appropriate skills, knowledge, attitudes, and competencies that would lead to sustainable economic development. To balance development of any nation, there is a great need for office technology and management education.

### **Recommendations**

Based on the findings and conclusion, the study recommends that:

1. The management of higher institutions offering office technology and management should be sincere and committed to ensuring quality in their programme by avoiding window dressing for accreditation.
2. Only qualified office technology and management educators should be employed to teach office technology and management courses at all educational levels. Those already recruited should be compulsorily retrained especially on the use of information and communication technologies.
3. The government, other stakeholders and institutions offering office technology and management courses should join hands in providing conducive environment, infrastructural facilities, and teaching aids for effective and efficient learning process of office technology and management students.

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# **SCIENCE EDUCATION, GOOD GOVERNANCE AND CHALLENGES OF INSECURITY IN NIGERIA**

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## **Abstract**

*For any nation to develop scientifically, economically and socially, national security is very vital. The quest for science education cannot be well studied without a secured environment. The focus of this paper therefore, includes science education and National security, problems and challenges of insecurity, National security and good governance and using science education to enhance good governance and National security. The paper concluded by saying that deficit in National security brings about stagnation and underdevelopment. The paper recommends that science education policies should be implemented to enhance National security amongst others.*

**Keyword:** Science, Security, Development, Economy

Science is a body of knowledge that deals with the study of nature whereby certain method are applied and the knowledge acquired are presented in forms of concepts, theories and law (Ayo,2003) . It is also regarded as an attempt by humans to organize their experience about nature into meaningful system of explanations.

In the same vein, Auwalu (2014) opined that science involves research and dissemination of new knowledge. It deals with mental processes in reasoning, problem solving remembering and evaluation. It includes ability to perceive values issues and feelings and skills acquisition. Science plays significant role in our world to the point that modern men see science as an integral component of new age. The knowledge of science has fosters in learners a wide range of skills and abilities that are important in tackling societal challenges. This is of course, an indication that the economic, social political growth of a nation is predicated on scientific and technological advancement.

Science education is important for the development of any society. According to Udu (2019) science education is a discipline that involves the transmission of scientific concepts, methods of teaching and addressing scientific misconception held by learners. Science education is important for National security and development of any society. Science education is a tool for social transformation, sustainable development and National security. Uyanga (2016) States that Science education breeds the best brains, build the best work force, develop the best social beings and ensures formidable teams of leaders and followers in any nation.

Science education involves the application of scientific literacy that equip the individual to utilize the physical resources they have to improve on their quality of living. Therefore effective application of the knowledge of science education helps to tackle daily challenges being faced by the people. Its impact is seen in various aspect

of our life, for example in health sector, food, employment, recreation, security etc. From the foregoing, science education could be an effective instrument for the promotion of National security (Udu, 2019)

### **Science education and National security**

Science education promotes development in the society. It means that without science education there cannot be adequate security. Security is a state of feeling safe and protected as well as taking advantage of facilities that are natural or provided (Udu, 2019). The study of science has been recognized as a prerequisite for scientific development, which enables learners to acquire relevant knowledge and skills needed for advancement in science and technology. According to Orukotan (2007), science education has introduced a lot of changes in the world that has gone a long way to reduce illiteracy and poverty, which are impediment to National security and development. Therefore, the growth and security of any nation depends largely on the measure of its level of science education.

In the same vein, science education is concerned with finding answers to problems in a bid to understanding and interpreting natural phenomena (Eze and Akubue, 2007). Also, science education has led to the production of manpower needed for the nation's development which essentially promotes National security. According to Ugwu and Ozioko (2010) opined that science education is education given to individual to enable him/her fit into the operational system of science as a body of knowledge or as an inquiry process. This has contributed immensely towards improving the quality of human life by providing information on drug abuse, prevention and of diseases and sickness. All these are targeted at promoting National security.

According to Onyishi (2007) science education produces economic benefits and contributes to country's future growth and national security by increasing productive capacity of the people. Invariably speaking, science education can be utilized effectively in promoting National security. This is based on the fact that science education holds the key to economic and technological development which lead to improved security of lives and property.

### **Problems and challenges of insecurity**

Insecurity, in a general term, refers to a state of being subjected to fear, threat, danger, molestation, intimidation, harassment etc in all aspect. Insecurity of lives and property has become a serious problem in the nation. Eme (2011) describe insecurity as a breach of peace and security whether historical, religious, ethno regional, civil, social, economic and political that have contributed to recurring conflict. Otite (2012) submits that the state of insecurity in the nation could be attributed to security lapses on the part of security agents. Abubakar (2005) outline failure of government to provide or manage the basic human needs of their citizens, ethnic disagreements, and national resource contentions as some of the factors responsible for insecurity in Nigeria. Udoh (2015) is of the view that insecurity is caused by porous borders, illegal arms importation, proliferation of illegal arms, ethnicity, emergence of ethnic militia groups, corruption, marginalization, poor leadership, religious fanaticism/extremism, and unemployment. In the same vein, Olawale (2016) pinpoints unemployment, imbalanced development, corruption, weak judicial system, and porous coastal

borders as causes of insecurity in Nigeria. Nadabo (2013) sees bad leadership, corruption, and illiteracy among other factors breeding insecurity in Nigeria. Odidi (2014) points to politics of bitterness in which ascendance to political power is seen as a do-or-die business. This invariably leads to political thuggery and insecurity. Akintokunbo (2011) links insecurity in Nigeria to massive and unchecked corruption, greed, selfishness, unpatriotic, lack of political will and conscience, and of course, lack of vision and purpose. There is no doubt that the above mentioned factors have correlation with state of education in the country. According to Albert (2004) security problems include the following: Communal violence, Political assassination, Electoral violence, Youth militancy, Oil theft etc .He went further to state the following as the insecurity challenges to include Urbanization process, Poverty, Electoral frauds, Bad road, Armed robbery, Kidnapping, Youth unemployment, Climate change. The state of insecurity undermined internal cohesion, cooperate existence.

### **National security and good governance**

National security covers all activities and arrangements put together to ensure free movement, integration and interaction among citizens without any real or imaginary danger and obstacles such as gender, racial, tribal or religious discrimination. According to Okeke (2011), National security is the totality of measures instituted by government to protect the territorial integrity and cherished values, and interest of the people as well as guarantee the freedom of the citizenry from anxiety, threats of life and property and their safety from natural or man-made disaster . Iredia (2011) view National security as the ability of a state to overcome all forms of challenges facing her, no matter what the challenges may be.

Also, Afegbua (2012) stated that national security is the struggle to secure the most basic necessities of life such as food, fuel, medicine and shelter. He maintained that this broader view of security from the perspective of human physiological needs is important for the attainment of physical and national security and overall peace and development as social unrest arising from the absence of such basic –human necessities can indeed lead to security challenges and conflict. Also, Onele (2010) stated that National security is the requirement to maintain the survival of the state through the use of economic power, diplomacy, power projection and political power. In order to achieve National security, a nation needs to have stable economic security, energy security, food security, social security. The implication of this is that National security is enhanced by other forms of national development.

The concept of good governance is key ability of government to maintain control over a state. Good governance should, and it must result in decision making that is fruitful and profiting for the people and through which they feel secure and participative as if they would have made those decision. According to Adabayo and Tayo (2019) , security is the major responsibility of the state. It is certainly that security is not a single concept and especially it cannot be separate from governance. Governance encompasses the states institutional and structure arrangement, decision making process and implementation capacity and the relationship between the governing structure and the governed (Geoge-Genyi. 2013).

Good governance is the panacea for the insecurity challenge in Nigeria. The war against insecurity would be won only by raising governance standards that is, cultivating the culture of good governance where the government is responsible and

accountable to the people. Security engagement cannot be separated from good governance. Many others have also linked security to the governance system. The general view is that peace and security are determined by good governance. However, good governance is a function of effective, visionary, transparent, trustworthy, and credible political leadership whose driving force is an improvement in the collective wellbeing of the citizens through well-conceived, effectively implemented economic policies and human development programs. The underlying principle of good governance is the focus on people as the ultimate objective of governance.

Good governance is seen as a system of government based on good leadership, respect for rule of law and due process (Odock, 2006). Therefore, good governance is vital since good governance enhances justices, equity and equality, thereby helps in preventing conflict and therefore ensure peace and co-existence and prosperity.

### **Using science education to enhance good governance and National security**

Science has great influence on humans to a point that it is seen as an agent of development. Science has impacted so much that it has resulted to development in all aspect of human life. The developmental results of science have improved knowledge and help in better understanding of nature and proper application of it has better on our society. Science is a developmental product of education with a aimed at individual and society. Science education is the application of scientific methodology in education. This is a clear manifestation that the socio- political and economic growth of a nation depends on its scientific and technological development. Adabayo and Tayo (2019), science has equipped human beings in improving his environment and supplying his basic needs such as food, health care, shelter, clothing etc.

For a nation to develop scientifically, it is important that the citizenry are educated to understand and appreciate science and its knowledge and technical know-how effectively

### **Conclusion**

National security involves the strategies deployed to protect the nation and its citizenry from threat in all ramifications. It is apparent that there is deficit in the governance that has ushered in insecurity. These deficits can be handled through science education, because the impact of science to humanity has resulted in development in all aspect of life. Any nation that relegates the usefulness of science education is bound to be faced with stagnation and retrogression.

Good governance promotes security of a nation and for a nation to develop scientifically; there is need for adequate security of lives and properties. Therefore the knowledge and the application of science are paramount.

### **Recommendations**

Based on the revelations and the implication of this discussions, the following recommendation is presented:

1. Science education policies should be implemented by the relevant stakeholders with a view to enhance National security.

2. Educational institution should be equipped with adequate teaching and learning facilities to enhance transfer of adequate knowledge on National security.
3. Government should provide conducive atmosphere to encourage investors in establishment of factories and industries to create employment opportunities to curb unemployment.
4. The security agencies should be trained and be more commitment in the discharge of their duties in providing security.

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