## *OLUMBA MICHAEL PETROLEUM ENGINEERING 17/eng07/017*

 Time management is crucial for success and realization of goals , discuss succinctly on this statement <u>ANSWER</u> <u>Avoid Wasted Time</u> <u>When goals have been set within the organization, it is</u> <u>less likely that employees will be wasting time while at</u> <u>work. ... One major detractor from effective time</u> <u>management is dealing with time wasters during the</u> <u>day. By having set goals in place, it is easier to effectively</u> <u>manage all work time.</u>