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MATRIC NO: 17/ENG08/004

DEPARTMENT: Biomedical Engineering

COURSE CODE: ENG 384

COURSE TITLE: Engineering Law and Managerial Skills

CLASS TEST

Time Management refers to managing time effectively so that the right time is allocated to the right activity. Effective time management allows individuals to assign specific time slots to activities as per their importance. Time Management refers to making the best use of time as time is always limited.

Good time management allows you to accomplish more in a shorter period of time, which leads to more free time, which lets you take advantage of learning opportunities, lowers your stress, and helps you focus, which leads to more career success. Each benefit of time management improves another aspect of your life.