OMOJOLA TEMILOLUWA OLUWATOMISIN

17/ENG04/058

ELECTRICAL/ELECTRONICS ENGINEERING

CLASS TEST 1

This statement is very true for the following reasons:

1. Work will be delivered on time. When you set a particular time to work on something it helps reach utmost effectiveness. When you have time-boxed tasks, your brain gets rewired to follow the structure and accomplish those activities within the desired time-frame. Thus, you can easily deliver work on time if you have managed your time well.
2. Provide a better quality of work. As a student, certain quality sand standard is expected. With the proper utilization of time and [prioritization of activities](https://blog.proofhub.com/how-to-prioritize-tasks-and-work-in-workplace-plan-your-work-and-meet-deadlines-ded5eb9d1102), one can easily provide a better quality of work. Prioritization helps you focus on important tasks by keeping them in the highest priority which enables you to work on them with full attention and focus. Hence, the quality of the work is improved

.

1. More productivity and efficiency

It is no secret that effective time management skills make you more productive and efficient as a working professional. These skills are helpful in helping you finish tasks as early as possible without compromising on the quality of work. Your overall productivity often goes for a toss when you’re working on unimportant tasks but effective time management skills let you tick off tasks that are both important and urgent on time.

1. Much less procrastination

The meaning of time management is not just about doing more in less time but also to reduce the urge to delay and procrastinate over important tasks. Applying good time management tricks enable you as a student or lecturer to work smarter rather than harder. It instantly [eliminates procrastination](https://blog.proofhub.com/the-pomodoro-technique-to-kick-your-productivity-up-a-notch-62982e983c7d) by ensuring that you’re familiar with the tasks added in your to-do list and when it needs to be finished.

1. Less stress and anxiety

There are countless times when students feel overwhelmed due to too much work on their plates. This can not only hamper your productivity but also take a toll on your overall health. Excessive stress and hypertension can lead to heart diseases, depression, obesity and more.