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QUESTION 1

Time management is important for students to do the study with focus. Time management is important for students to get high marks. Student’s success in studies depends much on managing time efficiently. The habits and morals they acquire during school time and home will stick with them throughout the future.

Time management is not taught as an academic subject in schools. Students must utilize their 24 hours to become the best students and experts in the subject. The focus of learning time management skills is just to develop the habits of spending time wisely.

Why is time management important?

 Students get a minimum of one year’s time to pass one class. One whole year’s time students spend on completing the syllabus, doing homework, giving exams. Some students only start studying seriously when the exam dates are near. If students manage their time for studying as early as they begin a new class and study regularly by the following timetable, then it helps them to accomplish more in the class than other students.

 Today businessmen, leaders, and freelancers need to take control of their time. All of us are not productive in our 9 to 5 working schedule. Today we’re are fighting with time to control it. It’s not that easy while there are hundreds of commands being given to us. We are busy but not busy with things that generate values. Today managers try to make their employees productive at the office. Employees are also learning to manage time effectively. That’s very important to achieve success at work with less effort. Students need to follow the to-do list and need to set a timetable for every activity.