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Test

**TIME MANAGEMENT IS CRUCIAL FOR SUCCESS AND
REALIZATION OF GOALS**

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.

1. When you learn to take control of your time, you improve your ability to focus. And with increased focus comes enhanced efficiency, because you don't lose momentum. You'll start to breeze through tasks more quickly (the workday will also seem to fly by). Time management is the key to success. It allows you to take control of your life rather than following the flow of others. As you accomplish more each day, make more sound decisions, and feel more in control, people notice. Leaders in your business will come to you when they need to get things done. And that

increased exposure helps put you in line for advancement opportunities.

2. 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 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. If students' priorities their task based on the importance, then it will very helpful in their career.

3. During exams, students need to complete the attempted question paper. During exams the time is limited. Within that time, they must prove what they learned in the whole year. Some students have great knowledge and know almost everything about the subject, but they failed to attempt the question paper in 2-3 hours fixed time. That is why managing time for all questions is important. All questions are important to get maximum marks. Students need to understand what question requires more time. How can all 10 or 5 questions be answered in 3 hours' time? Three things are very helpful for students to attempt the question paper.

In the future when students face time management questions in an interview they perform better. Time conscious students who are great in managing time during their study can do more work later in a job than others. They don't get stressed because of project deadlines. They become more productive than others.