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DEPARTMENT: COMPUTER ENGINEERING

1.a. Time management is very vital in the accomplishment of goals because when engineers are very conscious with the time they take into doing every aspect of a project they improve their productivity and can even achieve more with lesser amount of time than they usually

b. Another reason why time management is extremely vital is because time is limited. We all have only 24 hours in a day, therefore proper time management enables us to be able to prioritize our objectives based on their level of importance.

c. Stress Reduction: Making and following a task schedule or to-do list reduces anxiety. As a person checks off items on his/her “to-do” list, the person will be making more tangible progress. This helps one to avoid feeling stressed out with worry about getting things done.