

Workshop on Time Management for the students of Classes VI and VII



Sat Paul Mittal School organized a workshop on Time Management on August 9, 2023, aimed at instilling effective time management skills in Satyans. The workshop's primary objectives encompassed elucidating the importance of time management, delineating its advantages, elucidating key strategies, and furnishing practical insights to augment individuals' time management prowess. Serving as the workshop's facilitator, Ms. Inderjeet Kaur, Assistant Professor in Commerce and Business Management at Devki Devi Jain Memorial College for Women, Ludhiana, adeptly conveyed these concepts.

Commencing the workshop, Ms. Kaur underscored that time management stands as an indispensable skill pivotal to both personal and professional triumph. In an epoch marked by an incessant deluge of tasks, responsibilities, and distractions, the art of efficient time management has transformed into an imperious necessity. With sagacity, she encouraged the students to allocate priority to tasks, advocating the classification of activities into categories of 'Urgent,' 'Important,' 'Urgent but not Important,' and 'Not Urgent and not Important.' In a further exposition, she expounded upon the multifarious dividends of mastering time management across the spectrum of personal and professional spheres. The significance thus grasped, along with the adoption of pivotal strategies and pragmatic tips, enables individuals to markedly amplify their productivity, mitigate stress, and attain a more harmonious equilibrium between work and personal life. Ultimately, embracing the tenets of effective time management confers upon individuals the empowerment to assume command over their temporal resources, thereby enabling them to approach their goals with an assurance of success.

Evidenced by their active participation and engaged interaction, the students' response resonated with their appreciation of the workshop's value, affirming its role as a rewarding and advantageous experience.