

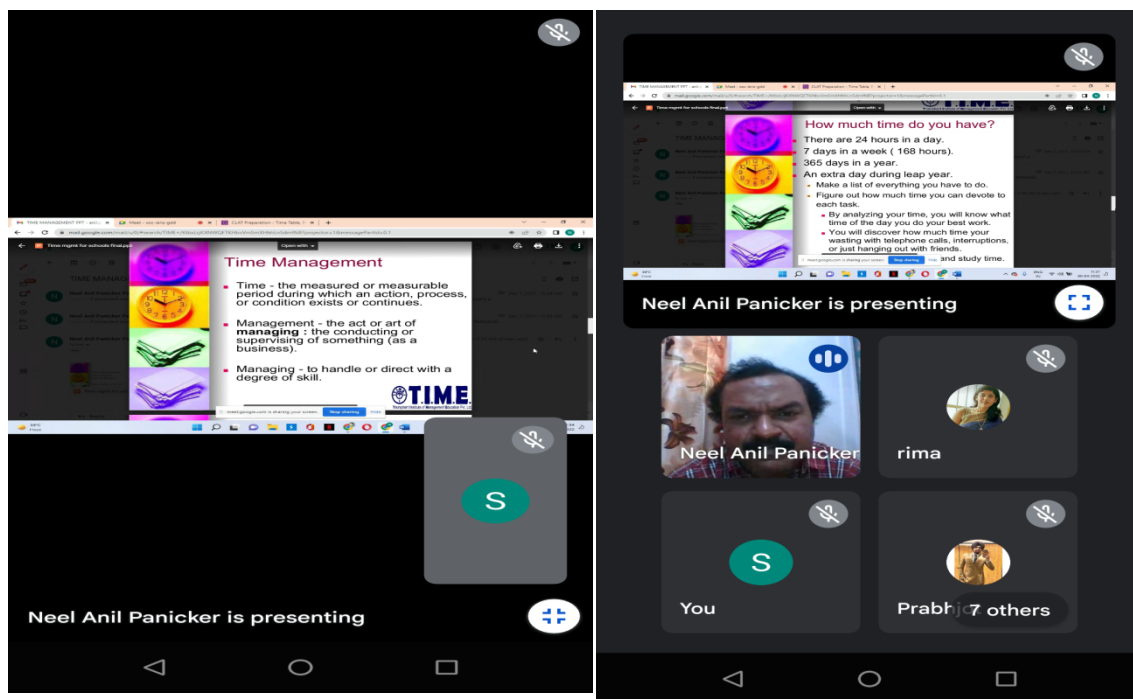
Title: Webinar on Time Management –New Situation New Challenges

Resource Person: Mr.Neel Anil Panickar from TIMES Group

Date: 30th April 2022

Attended by: Students of BBA (Gen), BBA (B&I), B.COM (H). BA Eco & BE.d

The Webinar started with the activity in which students were assigned a task to pen down their whole routine, mentioning the activities they performed in a day. Then they were asked to find out the time they spent on those activities having no fruitful outcome or just waste of time for example chatting on any social media platform. After this Mr.Neel explained the relevance of time management, its techniques and how it helps a person to accomplish his task in time.



Mr. Neel explained the meaning and importance of managing time in day to day life. He discussed the new situations and challenges in managing time in present scenario and life style. He elaborated the process of scheduling and method to make schedules. He also explained the ways to balance the routine and to make balance between professional and social life with suitable examples.

At the end he gave an activity to make a schedule for a day to make it productive and to utilize time wisely and discussed the same. After that he welcomed the questions regarding time management.