

**MBS INTERNATIONAL SCHOOL
WORKSHOP FOR STUDENTS
SESSION 2020-21**

TOPIC: Time Management

DATE: Oct.12,2020

ATTENDED BY: Students of Class IV-V

VENUE: Google Meet

"This time, like all times, is a very good one, if we but know what to do with it."

Time Management is important but often ignored skill. Time is the only precious resource allocated equally to every human being. To make students to keep the track of their precious time, MBS International School, organized a virtual workshop on Time Management for classes IV and V on October 12, 2020. The purpose of conducting this workshop was to equip students with the skill to manage their time effectively and help them to work smarter so that they get more done in less time.

The workshop started with the need for time management and covered the various processes involved in time management. The facilitator gave students 24 tips to manage their time relating it to their day to day activities.

Through activities, the students were given an idea on how to initiate the process on their own. A brief introduction to goal setting and scheduling was given. Students were eager to do the activity to learn the skills to manage their time.

We hope that our students use the time-management techniques and improve their ability to function more effectively – even when time is less and pressures are high. After all, we all know that Time and Tide wait for none.

- Ralph Waldo Emerson

