



## Strategic Time Management –A tool to success One day Workshop (1<sup>st</sup> February, 2012)

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Time management is a big problem for everyone. Those who have become truly successful in their work have not started to do anything from their work, they have utilized the available time efficiently and thus they have succeeded. A street beggar or the President of country get same equal amount of time of 24 hours. Irrespective of your cast, creed, rich, poor, gender, age or any criteria people get equal quantity of time. The person, who wins is the person who properly utilizes his time. Like sand slips through your fingers, time slips. It always moves forward and does not move backward.

In this fast moving world every one complains that they don't have time to complete their tasks, students always have difficulties to prepare them for exams on time, and often many of us are unable to manage time for family or friends.

**The present workshop is aimed to provide concepts and tools to manage time and help individuals to:**

- ✓ Manage time properly.
- ✓ Manage Different roles in life.
- ✓ Fulfill commitments.
- ✓ Finish task on time.
- ✓ To help them to find out direction of life.

### Who should attend?

One who wants to manage his life in term of time and success is welcome to attend workshop, we recommend all fresh graduates, M.Phil /Ph. D students to participate.



### Organizers:

Prof. Muhammad Iqbal Bhangar

Dr. Farah Naz Talpur

### Resource Persons:

Dr. Farah Naz Talpur

Dr. Aamna Balouch

Dr. Sarfaraz Mahesar

Ms. Huma Ishaque

Dr. Abdul Rauf Khaskheli

### Registration:

#### **Registration deadline**

25<sup>th</sup> Jan. 2012

#### **Workshop fee**

Complementary for all M. Phil/  
students, other than M.Phil/Ph.D  
students Rs. 400/= per person

### Venue:

Dr. N. A. Naqvi Library, NCEAC,  
University of Sindh, Jamshoro

**Timings: 9:30 - 4.00 pm**

### For Further Information:

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