As is Rightly said, “ Time and tide wait for none”. The Effective utilization of time can make a person successful and likewise, the wastage of time can make a person loose everything in his life even if he had the talent and capabilities needed to be successful. The Time once gone, is gone forever and therefore, any one who wants to achieve something good in life must value it and learn to utilize it in an efficient manner. The best way to do so is by first dividing the available time into slots and scheduling the tasks accordingly. Organizing time in this way and then successfully implementing the prepared schedule is a step which takes us closer to success that we want to achieve in our lives. Money once spent can be re-earned, but the time once gone can never be brought back. So, We should value every sec in our life, Just like we value every penny that we have , and spend this time quite wisely/judiciously . If we see any Successful or rich person today, we’ll observe that majority of them pre-plan their entire day and thereby ensure that their time is properly utilized. Time and it’s utilization is one of the most important factors that differentiates any successful person from the common population.