

# How to Get Organized and Avoid Burnout

Michelle Davies Thalakottur  
30 September 2020

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# Tools : Physical vs Digital

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- I like to use both.

# What do I need to get done?

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- Do you know what you need to do today?

# What do I need to get done?

- Do you know what you need to do today? How about tomorrow?

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  - Free up mental space
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  - Keep track of changing appointments
  - Keep track of what you did, when
- Your method of keeping track of lectures, meetings, etc has to be flexible to account for rescheduling.

# Google Calendar

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- Schedule meetings and send invite emails and reminders to all guests.

	SUN 29	MON 30	TUE 31	WED Jan 1	THU 2	FRI 3	SAT 4
1				New Year's Day	Commencement c Guru Govind Singl		
2	5	6 <ul style="list-style-type: none"><li>• 8:45am AIML</li><li>• 10am CS</li><li>• 1pm Python</li></ul> <b>2 more</b>	7 <ul style="list-style-type: none"><li>• 7:45am TOC</li><li>• 8:45am SDA</li><li>• 10am DMDWL</li></ul> <b>2 more</b>	8 <ul style="list-style-type: none"><li>• 1pm AIML</li><li>• 2pm TOC</li><li>• 3pm EEP</li></ul>	9 <ul style="list-style-type: none"><li>• 8:45am SDA</li><li>• 10am QA</li><li>• 1pm Python</li><li>• 2pm DMDW</li></ul> <b>4 more</b>	10 <b>ESE Exam Result</b> <ul style="list-style-type: none"><li>• 8:45am SDA</li><li>• 10am SDA Tutoria</li></ul> <b>4 more</b>	11 <ul style="list-style-type: none"><li>• 8pm Call with Rac</li></ul>
3	12	13 <ul style="list-style-type: none"><li>• 8:45am AIML</li><li>• 10am CS</li><li>• 1pm Python</li></ul> <b>3 more</b>	14 <b>Lohri</b>	15 <b>Makar Sankranti</b> <b>Pongal</b>	16 <ul style="list-style-type: none"><li>• 8:45am SDA</li><li>• 10am QA</li><li>• 1pm Python</li><li>• 2pm DMDW</li></ul> <b>3 more</b>	17 <ul style="list-style-type: none"><li>• 8:45am SDA</li><li>• 10am SDA Tutoria</li><li>• 11am TOC Tutoria</li></ul> <b>3 more</b>	18 <ul style="list-style-type: none"><li>• 10am Python Extr</li></ul>
4	19 <ul style="list-style-type: none"><li>• 12pm ETCS Phase</li></ul>	20 <ul style="list-style-type: none"><li>• 8am Reminder to</li><li>• 8:45am AIML</li><li>• 10am CS</li><li>• 3pm AIMLL</li></ul> <b>2 more</b>	21 <ul style="list-style-type: none"><li>• 7:45am TOC</li><li>• 8:45am SDA</li><li>• 10am DMDWL</li></ul> <b>2 more</b>	22 <ul style="list-style-type: none"><li>• 1pm SDA</li><li>• 2pm TOC</li><li>• 3pm EEP</li><li>• 3pm Meeting Salc</li></ul>	23 <ul style="list-style-type: none"><li>• 8:45am SDA</li><li>• 10am QA</li><li>• 1pm Python</li><li>• 2pm DMDW</li></ul> <b>2 more</b>	24 <ul style="list-style-type: none"><li>• 8:45am TOC</li><li>• 10am SDA Tutoria</li><li>• 11am TOC Tutoria</li></ul> <b>2 more</b>	25
5	26 <b>Republic Day</b>	27 <ul style="list-style-type: none"><li>• 8:45am AIML</li><li>• 10am CS: Present</li><li>• 10:30am Exam Fe</li></ul> <b>4 more</b>	28 <b>Driving Licence Te</b>	29 <ul style="list-style-type: none"><li>• 1pm AIML</li><li>• 2pm TOC</li></ul> <b>3 more</b>	30 <b>Vasant Panchami</b> <ul style="list-style-type: none"><li>• 8am SDA</li><li>• 10am QA</li></ul> <b>2 more</b>	31 <ul style="list-style-type: none"><li>• 8:45am SDA</li><li>• 10am SDA Tutoria</li><li>• 11am TOC Tutoria</li></ul> <b>3 more</b>	Feb 1

SUN	MON	TUE	WED	THU	FRI	SAT
19	20	21	22	23	24	25
GMT+05:30						
7 AM						
8 AM	Reminder to Return Books	TOC 7:45 - 8:45am				
9 AM	AIML 8:45 - 9:45am	SDA 8:45 - 9:45am		SDA 8:45 - 9:45am	TOC 8:45 - 9:45am	
10 AM	CS 10am - 12pm	DMDWL 10am - 12pm		QA 10 - 11am	SDA Tutorial 10 - 11am	
11 AM					TOC Tutorial 11am - 12pm	
12 PM	ETCS Phase 3 12 - 3pm					
1 PM		Python 1 - 2pm	SDA 1 - 2pm	Python 1 - 2pm	AIML 1 - 3pm	
2 PM		DMDW 2 - 3pm	TOC 2 - 3pm	DMDW 2 - 3pm		
3 PM	AIMLL 3 - 5pm		EEP 3 - 5pm	Meeting 3 - 4pm		AIMLL 3 - 5pm
4 PM						
5 PM						
6 PM						
7 PM						

SUN  
26

MON  
27

TUE  
28

WED  
29

THU  
30

FRI  
31

SAT  
1

GMT+05:30  
/ AMI

Driving Licence

Vasant Pancham

8 AM

TOC  
7:45 - 8:45am

SDA  
8 - 9:45am

9 AM

AIML  
8:45 - 9:45am

SDA  
8:45 - 9:45am

SDA  
8:45 - 9:45am

10 AM

CS:  
Presentation  
10am -  
11am

DMDWL  
10am - 12pm

QA  
10 - 11am

SDA Tutorial  
10 - 11am

11 AM

Exam  
Fees  
10:30am

TOC Tutorial  
11am - 12pm

12 PM

International Sum  
12 - 1pm

1 PM

Python  
1 - 2pm

Python  
1 - 2pm

AIML  
1 - 2pm

Python  
1 - 2pm

TOC  
1 - 2pm

2 PM

Exam Fe  
2 - 4pm

DMDW  
2 - 3pm

DMDW  
2 - 3pm

TOC  
2 - 3pm

AIML  
2 - 3pm

3 PM

AIMLL  
3 - 5pm

AIMLL  
3 - 5pm

4 PM

AIMLL  
3 - 5pm

5 PM

6 PM

7 PM

MON

27

GMT+05:30

7 AM

8 AM

9 AM AIML  
8:45 - 9:45am

10 AM CS: Presentation  
10am - 12pm

Exam Fees  
10:30am - 1pm

11 AM

12 PM

1 PM Python  
1 - 2pm

2 PM Exam Fees  
2 - 4pm

DMDW  
2 - 3pm

3 PM

AIMLL  
3 - 5pm

4 PM

5 PM

6 PM

7 PM

MON

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GMT+05:30

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8 AM

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12 PM

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1 - 2pm

2 PM Exam Fees  
2 - 4pm

3 PM AIMLL  
3 - 5pm

4 PM

5 PM (No title)  
6 - 7pm

7 PM

### Add title

Event

Out of office

Reminder

Task

Appointment slots

Monday, January 27 6:00pm - 7:00pm  
Time zone • Does not repeat

Find a time

Add guests

Add Google Meet video conferencing

Add rooms or location

Add description or attachments

Michelle Thalakottur Busy • Default visibility • Notify 1 hour before

More options

Save

MON

27

GMT+05:3

7 AM

8 AM

9 AM AIML  
8:45 - 9:45am

10 AM CS: Presentation  
10am - 12pm

11 AM

12 PM

1 PM Python  
1 - 2pm

2 PM Exam Fees  
2 - 4pm

3 PM AIMLL  
3 - 5pm

4 PM

5 PM

6 PM call with jui  
6 - 7pm

7 PM

call with jui

Event

Out of office

Reminder

Task

Appointment slots

Monday, January 27 6:00pm - 7:00pm

All day Time zone

Does not repeat

Daily

 Weekly on Monday

 Monthly on the fourth Monday

 Monthly on the last Monday

 Annually on January 27

 Every weekday (Monday to Friday)

 Custom...

cing

our before

More options

Save

MON

27

GMT+05:30

7 AM

8 AM

9 AM

AIML  
8:45 - 9:45am

-0 AM

CS: Presentation  
10am - 12pm

1 AM

12 PM

1 PM

Python  
1 - 2pm

2 PM

Exam Fees  
2 - 4pm

3 PM

4 PM

5 PM

6 PM

call with jui  
6 - 7pm

7 PM

call with jui

**Event** Out of office Reminder Task Appointment slots

Monday, January 27 6:00pm - 7:00pm

All day Time zone

Weekly on Monday ▾

[Find a time](#)

**Jui**

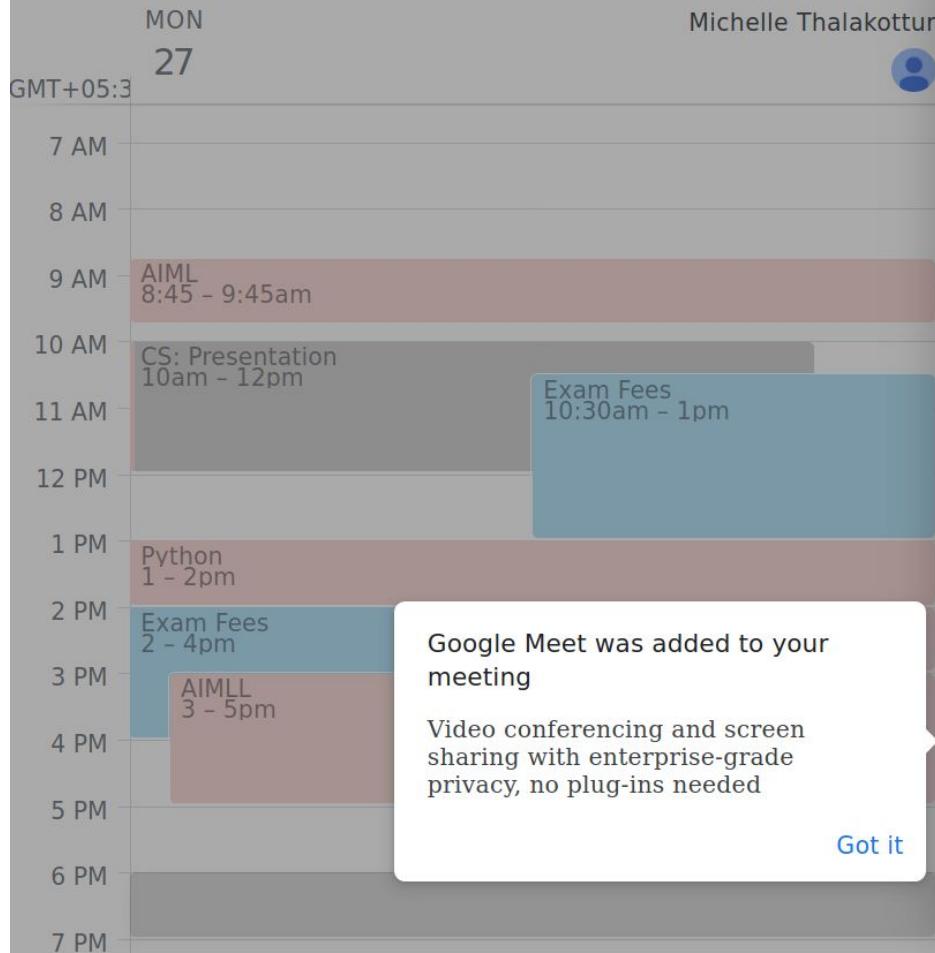
-  Jui Bangali  
jui.bangali@cumminsco...
-  Jui Kate  
jui.kate@cumminscolle...
-  JUI OAK  
jui.oak@cumminscolle...
-  Jui Shinde  
jui.shinde@cumminscol...

hour before

[More options](#) **Save**

Today

< > January 27, 2020 Week 5



## call with jui

**Event** Out of office Reminder Task Appointment slots

Monday, January 27 6:00pm - 7:00pm

All day Time zone

Weekly on Monday ▾

**Find a time**

Add guests

michelle.thalakottur@cumminscollege.in  
Organizer

Jui Bangali

Guest permissions  
Invite others • See guest list

**Join with Google Meet**

meet.google.com/ncr-gszt-wfp  
Up to 250 participants ⓘ

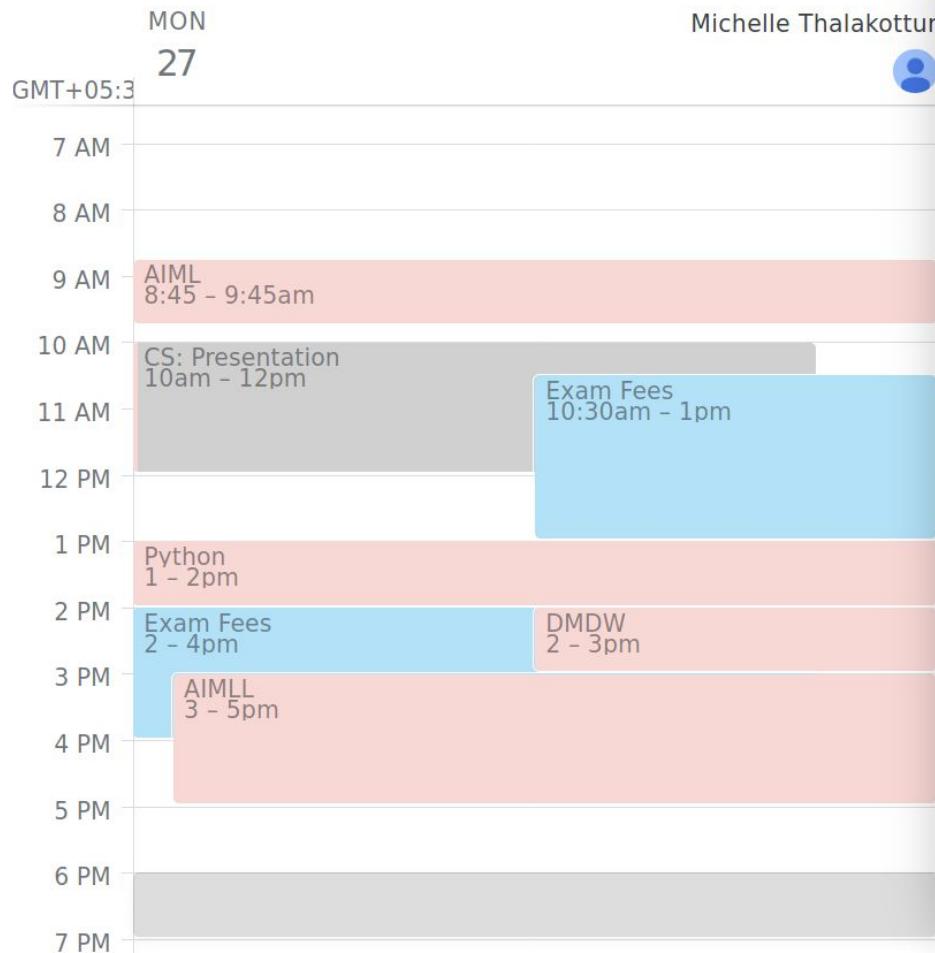
Add rooms

More options

**Save**

Today

< > January 27, 2020 Week 5



Michelle Thalakottur



Add guests

michelle.thalakottur@cumminscollege.in Organizer  
 Jui Bangali

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Join with Google Meet  
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Add rooms  
google meet

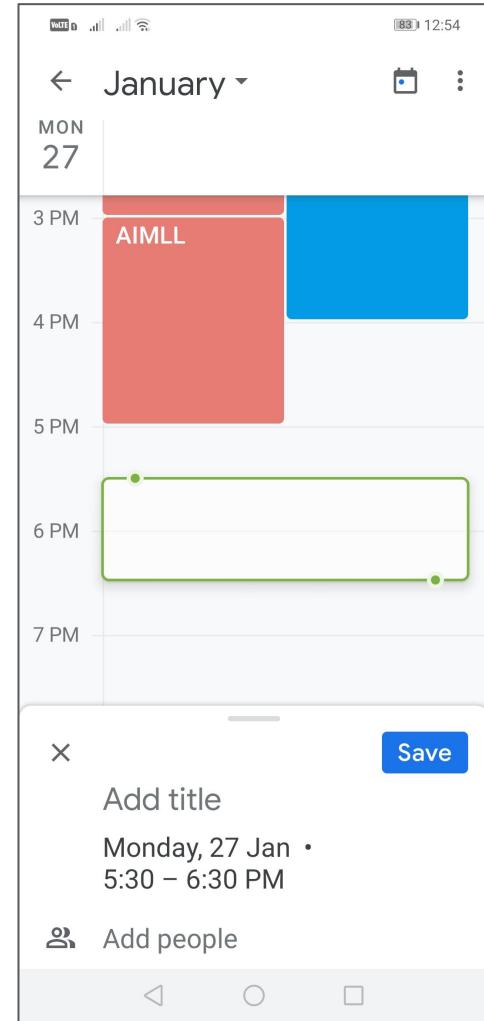
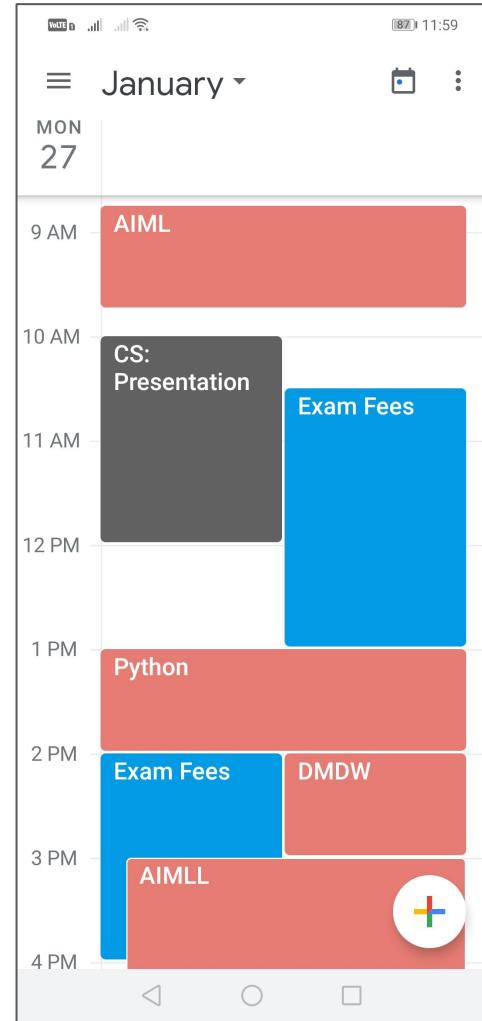
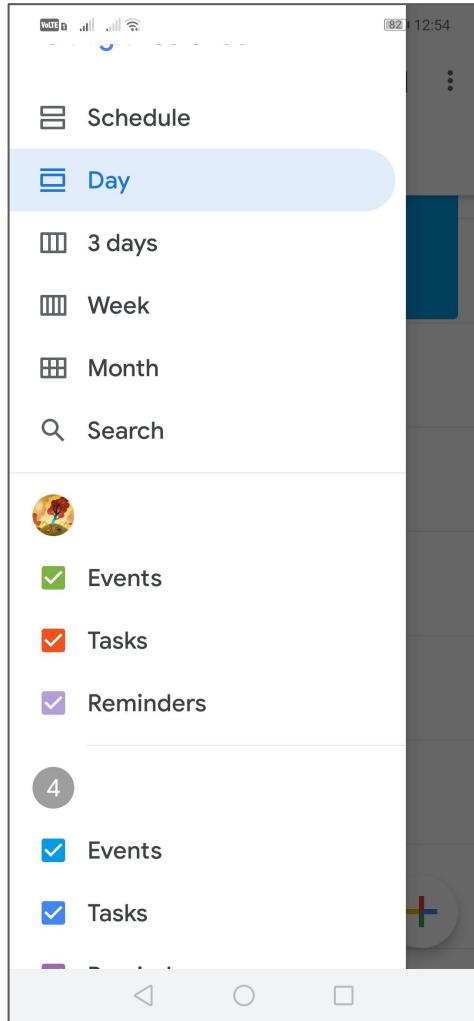
which guest do we invite for the event?

Add attachment

Michelle Thalakottur Busy • Default visibility • Notify 1 hour before

More options

Save



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  - Hostel grocery lists
  - College ID
  - Student portal link and password

# Google Spreadsheet + Google Keep

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- Google Keep : remembering things for short term.
  - Organize using labels : very necessary.

Start a new spreadsheet

Template gallery 



Blank



Monthly budget



Grade book



Attendance



Annual financial ...



Citi Bike analysis

Today

Owned by anyone 

Last opened by me

 AICVS TSHIRT 

4934\_Aishwarya ... 12:23 PM



 Student Clubs 2020-21 

Swati Shirasath 12:22 PM



Previous 7 days

 Gradesheet

me

Sep 24, 2020





100 ⓘ \$ % .0.00 123 ⓘ



10



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	A	B	C	D	E	F	G	H	I	J
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1										
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**Sem5**

2	Course Code	Course Title	Credits	T1	T2	EndSem	Total	Out of	Grade	
3	CE 3101	Computer Networks	4					100		
4	CE 3102	Database Management Systems	4					100		
5	CE 3103	Design and Analysis of Algorithms	3					75		
6	OEHS 3101	Intellectual Property Rights	3					100		
7	PECE 3101	Statistics for Computer Science	3					75		
8	CE 3104	Database Management Systems Lab	1					25		
9	CE 3105	Computer Networks Lab	1					25		
10	CE 3106	Programming Skills Development Lab	2					50		
11	PECE 3102	Statistics for Computer Science Lab	1					25		
12	Total							575		
13	Out Of		22							
14										
15										

16										
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**Sem6**

17	Course Code	Course Title	Credits	T1	T2	EndSem	Total	Out of	Grade	
18	CE3201	Theory of Computation	4					100		
19	CE3202	Artificial Intelligence and Machine Learning	3					100		
20	CE3203	Software Design and Architecture	4					100		
21	PECE 3201	Joy of Computing	3					100		
22	PECE 3202	Data Mining and Data Warehousing	3					100		
23	CE3204	Seminar	2					50		
24	CE3205	AIML Lab	2					50		
25	PECE3203	DMDW Lab	1					25		
26	Total		22					625		
27	Out Of									
28										
29										

30	TY SGPA:	
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31		
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+ ⏺	T.Y.BTech	Sheet4	S.Y.BTech	F.Y.BTech	
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Print (Ctrl+P)



A	B	C	D	E	F	G	H	I	J
<b>Sem5</b>									
Course Code	Course Title	Credits	T1	T2	EndSem	Total	Out of	Grade	
CE 3101	Computer Networks	4	25	25	50	100	100	O	
CE 3102	Database Management Systems	4	25	25	50	100	100	O	
CE 3103	Design and Analysis of Algorithms	3	25	25	50	100	100	O	
OEHS 3101	Intellectual Property Rights	3	25	25	50	100	100	O	
PECE 3101	Statistics for Computer Science	3	25	25	50	100	75	O	
CE 3104	Database Management Systems Lab	1	-		25	25	25	O	
CE 3105	Computer Networks Lab	1	-		25	25	25	O	
CE 3106	Programming Skills Development Lab	2	-		50	50	50	O	
PECE 3102	Statistics for Computer Science Lab	1	-		25	25	25	O	
Total						625	575		
Out Of		22						10	220/22
<b>Sem6</b>									
Course Code	Course Title	Credits	T1	T2	EndSem	Total	Out of	Grade	
CE3201	Theory of Computation	4	25	25	50	100	100	O	
CE3202	Artificial Intelligence and Machine Learning	3	25	25	50	100	100	O	
CE3203	Software Design and Architecture	4	25	25	50	100	100	O	
PECE 3201	Joy of Computing	3	25	25	50	100	100	O	
PECE 3202	Data Mining and Data Warehousing	3	25	25	50	100	100	O	
CE3204	Seminar	2		25	25	50	50	O	
CE3205	AIML Lab	2			50	50	50	O	
PECE3203	DMDW Lab	1				25	25	O	
Total		22					625		
Out Of								10	220/22
TY SGPA: 10									
31									



A green icon representing Google Sheets, showing a white grid of four squares.

AICVS Activities Plan   

File Edit View Insert Format Data Tools Add-ons Help Last edit was on April 27

5

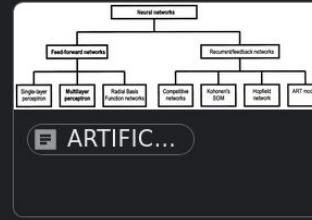
Day

	A	B	C	D	E	F	G	H
1	Day	Date	Type	Topic	Speaker	Booked		
2	SAT	11/01	Session	Chatbot development using RASA platform	Yogesh Kulkarni	Booked		
3	SUN	12/01	Kaggle Competition - ML: Bank Client Dataset - Balanced classes and PCA concept					
4	SAT	18/01	SIH Internal Hackathon					
5	SUN	19/01						
6	SAT	25/01	Fun With AI; AlphaGo			Booked		
7	SUN	26/01						
8	SAT	01/02						
9	SUN	02/02	Weekend before T1					
10	SAT	08/02	Holiday - T1 just finished					
11	SUN	09/02						
12	THURS	13/02	Fun With AI; -					
13	SAT	15/02	Innovation Weekend					
14	SUN	16/02						
15	SAT	22/02	Workshop		Sri Harsha Gajavalli			
16	SUN	23/02						
17	SAT	29/02	Session	Intro to DL	Pranit Kothari			
18	SUN	01/03	Kaggle Competition - DL					
19	THURS	05/03	Fun With AI;					
20	SAT	07/03	Session	ML Project discussion	Nikita Kotak	Booked		
21	SUN	08/03						
22	SAT	14/03	Gandhaar weekend - subject to change: Holiday!					
23	SUN	15/03						
24	SAT	21/03	Weekend before T2					
25	SUN	22/03						
26	SAT	28/03	Holiday - T2 just finished					
27	SUN	29/03						
28	SAT	04/04	Session	Recommender Systems	Prachi Shukla	Booked		
29	SUN	05/04	Kaggle Competition - ML: Low Resource Datasets					
30	THURS	09/04	Fun With AI;					
31	SAT	11/04	Session		Chikita			
32	SUN	12/04						

covid-19  
lockdown

 Notes Reminders college interesting links sem7 Edit labels Archive Trash

hello this is a note



Take a note...



Bullet Journal  
<https://goo.gl/images/uzzGjU>

# Lecture Notes

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- Experiment to find what suits you!

## Start a new document

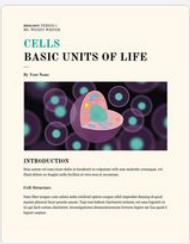
## Template gallery ▾



Blank



Resume  
Serif



Essay  
Paperback



Report  
Simple



Report  
Luxe



Report  
MLA



Book report  
by Reading R...

## Recent documents

## Owned by anyone ▾

View Formulation of Translation Performed by the SCLP Computer Project

Project Members: Ayan Jain, Pranathi Boni, Kirpal Pabla, Michelle Thakurta

Description:

While experimenting with the sclp compiler, we noticed that the current version had some bugs. We decided to fix them. We also implemented correct calculation of offset for activation records, etc. We were able to produce several bug reports containing detailed descriptions of these errors. We also added a feature to print the assembly code generated for any three loops we introduced. We tested the implementation of having a precise specification for implementation.

The compiler had been written without a well-defined declarative specification. As a result, it was difficult to reason about the compiler and the compiler behaviour was mostly defined. This allowed for certain essential aspects of the implementation to be overlooked, which introduced bugs. A precise specification for the compiler allows for easier implementation and allows for a separation of design and code. This prevents overage and ensures consistent behaviour. Hence, a formal specification is required for the compiler so that the compiler would help us create a more correct and robust implementation.

In our project, we propose creating a specification that formulates the translation done by different phases in terms of invariant properties that must hold along with the preconditions and postconditions during translation.

Project Description  
🕒 11:08 AM

PROJECT SYNOPSIS

Title Of The Project: Formulation of Translation Performed by the SCLP Computer Project

Area Of The Project: Compiler construction

Project Team Member Details:

- Pranathi Boni  
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Roll Number: 4430  
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- Kirpal Pabla  
Roll Number: 4454  
Email: kirpal.pabla@communitechape.ac.in  
Phone No.: +919813742040
- Michele Thakurta  
Roll Number: 4455  
Email: michele.thakurta@communitechape.ac.in  
Phone No.: +919813600558

Sponsoring Company Details:

Vishwakarma Institute of Technology Borivali  
Address: Main Gate Rd, E7 Area, Powai, Mumbai, Maharashtra 400078  
Phone: 022 2572 2545

project synopsis  
🕒 11:07 AM

sclp Bug Report  
Level 4, 5

Old version of sclp

U4 error 4  
while loop  
((double)j <= 100) {  
 double k = 100 - j;  
 cout << "k = " << k << endl;  
 cout << "The following controls are activated:  
 " << endl;  
 instruction addresses printed earlier at U4(0x00000000) << endl;  
 instruction addresses printed earlier at U4(0x00000000) << endl;  
 instruction addresses printed earlier at U4(0x00000000) << endl;

INCORRECT OUTPUT

U4 error 5  
double k = 100 - j;  
cout << "k = " << k << endl;  
cout << "The following controls are activated:  
 " << endl;  
instruction addresses printed earlier at U4(0x00000000) << endl;  
instruction addresses printed earlier at U4(0x00000000) << endl;

INCORRECT OUTPUT

U4 error 6  
double k = 100 - j;  
cout << "k = " << k << endl;  
cout << "The following controls are activated:  
 " << endl;  
instruction addresses printed earlier at U4(0x00000000) << endl;

INCORRECT OUTPUT

sclp Bug Report  
🕒 11:07 AM

Old version of sclp

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INCORRECT OUTPUT

bugs L5  
🕒 Sep 8, 2020

Artificial Intelligence and Computer Vision Society

Artificial Intelligence is taking the technology world by storm right now. It is one of the most interesting fields of study that we can have and has a wide range of opportunity appeal.

What are the prerequisites? Nothing.

We also expect anything from our members that an enthusiasm to learn and adaptability to new technologies. We provide practical workshops, guest lectures, seminars and hackathons that all the members can be a part of.

What We Wish To Achieve

We, the AICVS Club of Gurukul Kangri College of Engineering for Women, Panaji, are a club aim to introduce the students in the field of AI and Computer Vision. Our main motto is to provide a platform for the students to learn and to knowledge to implement various algorithms and gain a good understanding of what happens behind the scenes.

AICVS 2018 - 2019...  
🕒 Sep 7, 2020

AICVS 2019 - 2020

Science fair is writing an email of interest to potential graduate school advisors  
Return to the Education section

Funding an advisor is important for applying graduate school. Graduate

LLVM Social Bangalore - Notes

OFS

General observations:  
Similar to Java and C – constructs are broken down to simple

Unit 1

## 5.2 Routing Algorithms

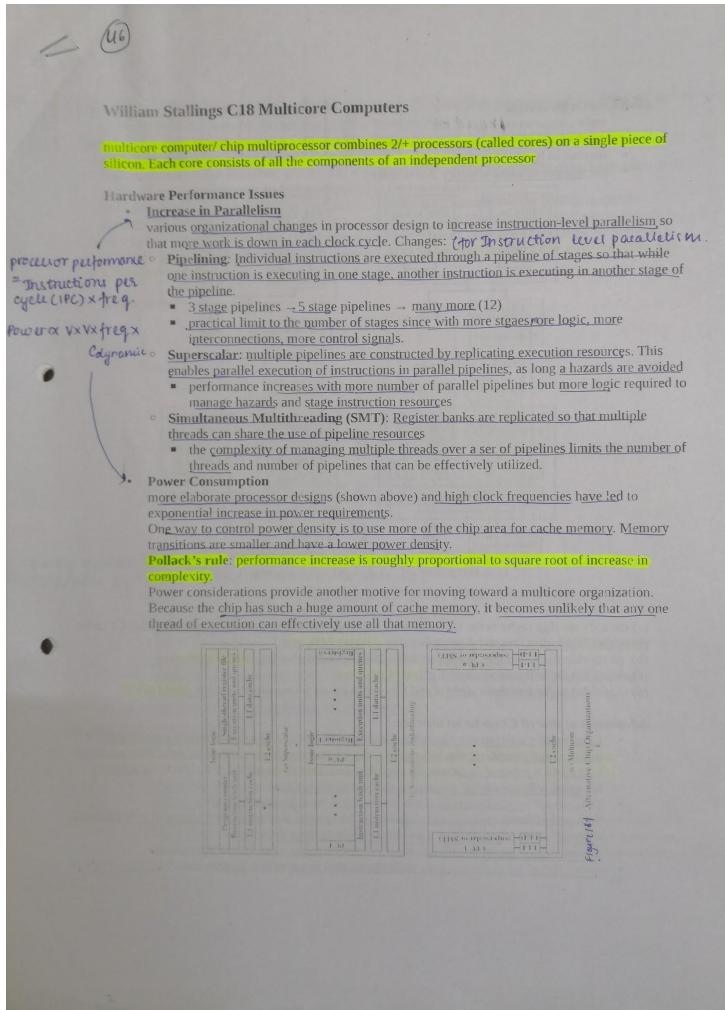
The **routing algorithm** is that part of the network layer software responsible for deciding which output line an incoming packet should be transmitted on. Also fills in and updates the routing tables

- Datagram network internally - this decision must be made anew for every arriving data packet since the best route may have changed since last time.
  - Virtual circuits internally - routing decisions are made only when a new virtual circuit is being set up. Thereafter, data packets just follow the already established route. *Session Routing*

**Forwarding** - handles each packet as it arrives, looking up the outgoing line to use for it in the routing tables

### **Good routing algorithm:**

- Correctness and simplicity
  - Robustness
    - Once a major network comes on the air, it may be expected to run continuously for years without system-wide failures. The routing algorithm should be able to cope with changes in the topology and traffic without requiring all jobs in all hosts to be aborted
  - Stability



- selector may be given a zero value which refers to first descriptor in segment. which is not valid so attempt to use it causes general protection exception.
- when scaling is used, lower 12 bits not checked (4 bytes) not checked against limit
  - valid offsets within segment are 0 - 4095
  - For all types of segments, except expand-down segments, value of limit = size - 1 byte of segment (in bytes)
  - general protection exception when
    - attempt to access memory byte at address > limit
    - attempt to access memory word at address > (limit - 1)
    - attempt to access memory doubleword at address > (limit - 3)
    - attempt to access memory quadword at address > (limit - 7)
  - for expand down segments, limit is interpreted as,
    - B = 1, range from  $(\text{limit} + 1)$  to  $2^{32} - 1$
    - B = 0, range from  $(\text{limit} + 1)$  to  $2^{16} - 1$
  - Limit checking catches programming errors like runaway scripts, invalid pointer calculations
  - errors detected when they occur: identification of cause easier.
  - not after, so critical memory has not been overwritten by then
  - There is limit checking on segments as well as descriptor tables
    - GDT, LDT and IDTR contain 16-bit limit value
    - used by processors to prevent programs from selecting a segment descriptor outside descriptor table
    - limit of descriptor table identifies last valid byte of the table
    - each descriptor 8 bytes long, so table with N descriptors has limit  $8N - 1$
- Privilege Levels**
- Fig 12-2: 4 privilege levels
- greater number means lesser privilege
  - Privilege levels can be used to improve the reliability of OS
  - by giving OS greatest privilege, it is protected from damage by bugs in other programs
  - The following data structures contain privilege levels:
    - The lowest two bits of the CS segment register hold the current privilege level (CPL).
      - privilege level of the program being run
      - The lowest two bits of the SS register also hold a copy of the CPL
      - the CPL is equal to the privilege level of the code segment from which instructions are being fetched.
      - The CPL changes when control is transferred to a code segment with a different privilege level.
  - Segment descriptors contain a field called the descriptor privilege level (DPL). The DPL is the privilege level applied to a segment.
  - Segment selectors contain a field called the requestor privilege level (RPL). The RPL is intended to represent the privilege level of the procedure which created the selector. If the RPL is a less privileged level than the CPL, it overrides the CPL. When a more privileged program receives a segment selector from a less privileged program, the RPL causes the memory access to take place at the less privileged level.
  - Privilege levels are checked when the selector of a descriptor is loaded into a segment register. The checks used for data access differ from those used for transitions of execution among
- general protection exception if a program attempts to access a segment using a less privileged level (greater privilege number)

# Email

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  - Filters and Labels can be combined to help achieve Inbox Zero.



Search mail

Streak  
Basic

Compose

□ C :

1–50 of 10,252



Inbox 6,454

Starred

Snoozed

Sent

Meet

New meeting

My meetings New

Hangouts



[Compose](#)[Inbox](#)

- Starred
- Snoozed
- Sent
- Drafts
- BE Project
- GradSchool Apps
- ICCF
- IITB 2020
- IOT
- LLVM discussions
- Mailspring/Sno...

[Meet](#)

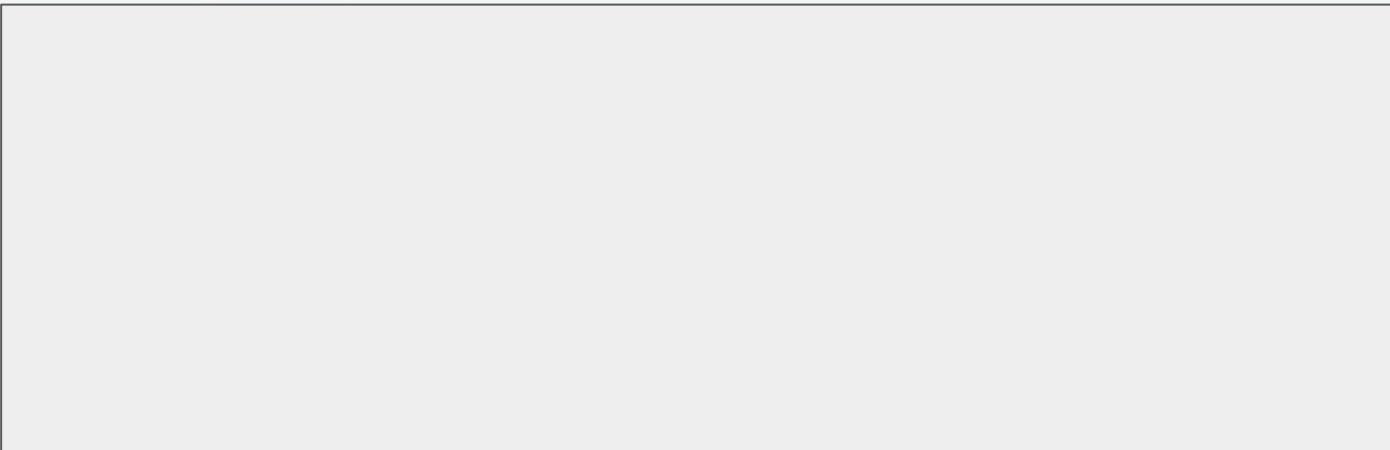
- New meeting
- My meetings New

[Hangouts](#) 4472 Mich Compiler Project disc...[Compose](#)[Primary](#)[Social](#)[Promotions](#)

1-7 of 7



31

  mepapers Interesting - <http://www.daemonology.net/blog/2020-09-20-On-the-use-of-a-life.html>

Sep 21

Using 5.7 GB  
[Manage](#)Program Policies  
Powered by GoogleLast account activity: 1 minute ago  
[Details](#)

Compose

- Inbox
- Starred
- Snoozed
- Sent
- Drafts
- BE Project
- GradSchool Apps
- ICCF
- IITB 2020
- IOT
- LLVM discussions
- Mailspring/Snoo...

## Meet

- New meeting
- My meetings New

## Hangouts

- 4472 Mich
- + Compilers Project disc...
- 

## Settings

[General](#) [Labels](#) [Inbox](#) [Accounts](#) [Filters and Blocked Addresses](#) [Forwarding and POP/IMAP](#) [Add-ons](#) [Chat and Meet](#) [Advanced](#) [Offline](#)

## Themes

## The following filters are applied to all incoming mail:

<input type="checkbox"/> Matches: <b>Internshala</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>lost</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>subject:MCODE</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>TakenMind</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>NIDHI PRAYAS</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>Unschool</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>from: [REDACTED]</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>roommate; required</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>
<input type="checkbox"/> Matches: <b>from: [REDACTED]</b>	Do this: Skip Inbox, Mark as read	<a href="#">edit</a>	<a href="#">delete</a>

31

1

2

+

&gt;

Compose

- ▶ Sent
- 📁 Drafts
- 🎥 BE Project
- 💻 GradSchool Apps
- 💻 ICCF
- 💻 IITB 2020
- 💻 IOT
- 💻 LLVM discussions
- 💻 Mailspring/Snoo...
- 💻 **papers**
- 💻 Sem7
- ⌄ More

## Meet

- 💻 New meeting
- 📅 My meetings New

Using 5.7 GB  
Manage

Program Policies  
Powered by Google

Last account activity: 0 minutes ago  
[Details](#)

## Hangouts

 4472 Mich

+

 Compiler Project disc...

□ ⌂ ⌂ ⌂

1-4 of 4 &lt; &gt;

31

□ ★ me	Inbox Interesting - http://www.daemonology.net/blog/2020-09-20-On-the-use-of-a-life.html	Sep 21
□ ★ me	Interesting paper 01695215.pdf  01695215....	Sep 20
□ ★ me	Interesting article - https://logicmag.io/care/built-to-last/	Sep 20
□ ★ me	Interesting paper vlhcc2018-pang.pdf  vlhcc2018...	Sep 20

+

# Planning your time

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- I like to use bullet journals or planners.

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- I like to use bullet journals or planners.
- Bullet journaling is a pretty popular form of planning : look online for resources to learn about it.

DATE 1 / 1

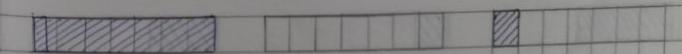
## Week 23/52

MON	7/1/18	TUE	9/1/18	WED	10/1/18
German class @ 2:30 pm	Listening to CD @ 4:30 with Poja & German ochem • beer • math			• chem • beer • beer lab	
• German HW! • week 2 code (2) • Reading 1 is complete!  Do the steady log	• Week 2 complete • week 2 code (2) • BME notes • health checkup right after college • milk, bread prices. o READING You've missed pages! pages so just read so but DO IT!	• Week 3 (1/4) • buy milk for tom breakfast • Week 3 (1/2) • logo design start ↑ no internet so can't do either	• German HW • buy milk for tom breakfast • Week 3 (1/2)		



DATE 1 / 1

THURS	10/1/18	FRI	12/1/18	SAT	13/1/18
German class @ 3:15pm	last date: logo			• math	
				• bme	
		• Week 3 full	xem		
		• logo finish	obme		
		• German way	o math		
			xbree		
		logo took the entire day to finish (and left me exhausted. My throat is hurting now *(sad*)	• week 3 (1/2 videos) try to do but I don't think you'll get time (going home) (lol)	SUN	13/1/18



WEEK 10

MON	5/3	TUE	6/3	WED	7/3
Guman @ 3:30		German @ 3:30			
• chem notes till done		• chem notes till done		• chem	
• chem tutes		• chem tutes		• bee	
• math: Shreya		• math : Shreya		• masking	
• talk to Tanya		• journal		of chem	
• talk to PO		• cm writeup		• chem tute 4	
• Week 4(1/3)		• Week 4(3/3)		• Week 4(3/3)	
• Week 4(2/3)					

DATE

WEEK 13

MON 26/3

TUE 27/3

WED 28/3

111

111

E

X

A

THURS 29/3

FRI 30/3

SAT 31/3

M

S

SUN 1/4

111

## GOAL FOR TODAY

✓ Follow the plan  
✓ Sleep at 10  
Use your time effectively

! Meet  
! Meet  
! Print out Bunkshot

## PRIORITIES

✓ GRE  
Vocab common words I  
Vocab Hard set  
Quant Hard Set  
GRE Plan with Practise Bks

✓ AI-ML notes  
Read textbook and make  
summary notes  
terrible textbook -  
watched MITOCW lectures

✓  
Farewell - movie  
! Tabs or Spacers - dev  
Read wabtec paper.

✓ Capital  
Read capital th1 Intro

## SCHEDULE

- ✓ 6:00 ↑ GRE
- 7:00 ↓
- ✓ 8:00 Breakfast, Bath
- 9:00 AIML
- ✓ 10:00 ↑ CS Farewell
- 11:00 ↓ Tabs or Spacers
- ✓ 12:00 LUNCH
- 13:00 PYTHON
- ✓ 14:00 DMDWL
- 15:00 ↑ AIMLL
- ✓ 16:00 ↓
- 17:00 ↑ MEETING PRANJAL
- ✓ 18:00 ↓ RADHIKA
- 19:00 ↑ AI-ML notes
- ✓ 20:00 ↓
- 21:00 Dinner Capital
- ✓ 22:00 Sleep

## GOAL FOR TODAY

Follow the plan  
Sleep at 10  
Use your time effectively

MA'S BIRTHDAY  
AICVS Kaggle  
Feed back

## PRIORITIES

✓ GRE  
Vocabulary  
OR ~~NOT~~ 5lb Arithmetic  
GRE Plan

✓ College  
AIML lecture 2 (left)  
TOL U2 till transformation of NFA to DFA, etc  
MITOCW AI

## Meetings

Meet  
! Meet  
Meet

X Capital  
Read Capital Intro pt2

## SCHEDULE

- ✓ 6:00 GRE
- 7:00 Breakfast, Bath
- ✓ 8:00 TOC
- 9:00 SDA
- ✓ 10:00 ↑ DMDWL
- 11:00 ↓
- ✓ 12:00 LUNCH
- 13:00 PYTHON
- ✓ 14:00 DMDWL
- 15:00 AIML (left)
- ✓ 16:00 tea
- 17:00 ↑ TOL U2 AIML
- 18:00 ↓ MITOCW
- ✓ 20:00 Dinner
- 21:00 Capital
- ✓ 22:00 Sleep

Find what works for you!

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- Someone else's system will not be your optimal system.
- The tools aren't really that important. Focus on setting up processes instead:
  - Everytime I get an email, I label it appropriately.
  - Everytime I have a meeting, I put it into my Google Cal.
  - At the start of every semester, I put in the courses I'm taking into my grade sheet.

# Find what works for you!

- The most important thing is to get work done. This organising is useless if you don't do actually do any of the work you planned out.

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- Block time to rest and do nothing. All my Sundays are do-nothing days. Recognise how you can be most effective in the long term NOT the short term.
- If you manage to stay organised, you can relax a lot more.

# Ask Me Anything!

Email: [michelledaviest@gmail.com](mailto:michelledaviest@gmail.com)

LinkedIn: [michelle-thalakottur](https://www.linkedin.com/in/michelle-thalakottur)

More resources: <https://github.com/michelledaviest/talks>