## **UNIT 2 - TIME MANAGEMENT ASSIGNMENT**

Q.1. - What are your biggest time wasters?

Ans. - I waste a lot of time on watching youtube videos and hanging out with friends

Q.2. - What are you currently doing to manage your time?

Ans. - I am trying to focus on watching less miscellaneous videos and watch something that will be useful in career, and have cut down the time I spend with friends.

Q.3. - What could you be doing better?

Ans. - Honestly I could be spending a good amount of time in the Gym, which is very important for me right now. I could stop being lazy all the time and walk more than taking the vehicle everywhere. The reason why I mentioned these is the more physical activity I get, I can focus more on the things I do for studies or the tasks I take up for the day.