

Time Bounded Planning Towards Success

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Time plays an important role in our life. God has designed the timeframe for everyone. From the moment the life evolves till its end time acts as a vital factor. Any human being can succeed in life only by organizing their life according to the importance of each activity. Time never stops for anyone. It's an ongoing process; we all are a part of it. So the maximum utilization of time is the key to success.

As the saying goes "Time is like a river - you cannot touch the same water twice because the flow that has passed will never pass again". Time flows like water; we are changed by events as is our environment. It's an illustration that the past is gone and cannot return. If we take it a step further, it illustrates that our present actions are irrevocable and so we should be careful of what we do or say. Your work is to discover your world and then with all your heart give yourself to it. We cannot make our days longer so we should strive to make them better.

Importance of planning and managing time

- Time is limited. If you want to rise through the ranks, you have to acknowledge the importance of finding a way to manage this limited resource. Everyone has the exact same amount of time each day. Time not well used cannot be retrieved.
- Time management will help you set up your priorities. When you learn to take control of your time, you improve your ability to focus. And with increased focus comes enhanced efficiency, because you don't lose momentum. You'll start to breeze through tasks more quickly.
- Good time management skills are the ability to make better decisions. When you feel pressed for time and have to make a decision, you're more likely to jump to conclusions without fully considering every option. That leads to poor decision making. Effective time management can eliminate the pressure that comes from feeling like you don't have enough time.
- Time management allows you to take control of your life rather than following the flow of others
- Once you learn how to manage your time, you no longer subject yourself to that level of stress. Besides it being better for your health, you have a clearer picture of the demands on your time. You're better able to estimate how long a given task will take you to complete, and you know you can meet the deadline
- Everyone needs time to relax and unwind. Unfortunately, though, many of us don't get enough of it. Between jobs, family responsibilities, errands, and upkeep on the house and the yard, most of us are hard-pressed to find even 10 minutes to sit and do nothing. Having good time management skills helps you find that time.
- When you practice good time management, you leave no room for procrastination. The better you get at it, the more self-discipline you learn. This

is a valuable skill that will begin to impact other areas of your life where a lack of discipline has kept you from achieving a goal.

Always remember that you can never buy time as it is distributed equally to all in the form of 24 hours a day. Secondly, you can never stop time nor hold it up to take a bit longer, it goes on. Finally, you cannot save it to be used up at another time of your convenience. But you can live and to live well we should make the most of our time.

As the old Irish text quotes:

“Take the time to work, for it is the price of success.
Take the time to think, it is the source of strength.
Take the time to play; it is the secret of youth.
Take the time to read, it is the seed of wisdom.
Take the time to be friendly, for it brings happiness.
Take the time to dream, for it will carry you to the stars.
Take the time to love; it is the joy of life.
Take the time to be content, it is the music of the soul.”

Every moment of your life is infinitely creative and the universe is endlessly bountiful.

“Time is valuable. Enjoy every moment of life.”