

Report on Class Assembly of IX 'TIME MANAGEMENT'

Date: Wednesday, 21st May 2025

Time: Enrichment Slot

The students of class IX across all sections, presented a well-organised and engaging assembly on the theme 'Time Management.'

The assembly motivated students to reassess their time management skills, encouraging them to develop healthier habits and improve productivity. The assembly began with a quote followed by a prayer and thought for the day, setting a reflective tone. The students presented news updates, keeping the audience informed about current events.

The assembly focused on the importance of effective time management highlighting its vital role in striking a balance between academic excellence, extracurricular pursuits and personal well-being. Through skit and poem, the students emphasised the key points related to

- Setting clear goals: Identify what needs to be done and prioritise tasks accordingly.
- Creating a schedule: Plan out your day, week, and month to ensure timely completion of tasks.
- Avoiding procrastination: Break down large tasks into smaller, manageable chunks to avoid feeling overwhelmed.
- Using time-blocking: Allocate specific time slots for each task to maintain focus.
- Taking breaks: Regular breaks can help recharge and maintain productivity.
- Reviewing and adjusting: Regularly review your schedule and make adjustments as needed.

By putting these time management strategies into practice, students can unlock their full potential, minimise stress and reach their objectives. With a renewed commitment, they vowed to harness every moment, maximising productivity and making the most of their time.

