



NAAC RE-ACCREDITED WITH 'A' GRADE

# SEVADAL MAHILA MAHAVIDYALAYA

Place for Higher Learning & Research (Research Academy)

Sakkardara Square, Umrer Road, Nagpur-440024

## Report of Guest Lecture

Organized by

**B. Voc. Industrial Waste treatment technology &  
B. Voc. Medical Laboratory and Molecular Diagnostic Technology**

On

**“Time Management”**

**Date: 19 April 2022**



**Academic Session: 2021-2022**



**Principal**  
Sevadale Mahila Mahavidyalaya  
Umrer Road, Nagpur-9

Name of the Guest Speaker : Mrs. Manisha Thakar

Date & Time : 19 April 2022

Topic : Time Management

A Guest Lecture on "Time Management" was organized by Sevadal Mahila Mahavidyalaya, Nagpur for students of B.Voc in Industrial Waste Treatment Technology & Medical Laboratory and Molecular Diagnostic Technology on 19 April 2022 at 12.00 . The guest speaker of the lecture was Ln. Mrs. Manisha Thakar,

Dr. Kirti Dubey, Nodal officer, B.Voc. 'Industrial Waste Treatment Technology' and Dr. (Mrs.) Seema Nimbarte, Nodal officer, B.Voc. 'Medical Laboratory and Molecular Diagnostic Technology' were on the dais. Faculty of B.Voc. felicitated guest speaker. Dr. (Mrs.) Seema Nimbarte, introduced the speaker to the students.



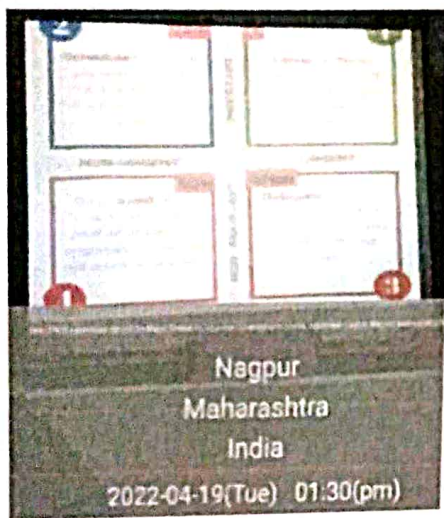
Dr. (Mrs.) Seema Nimbarte introducing guest speaker to the students



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Madam started a lecture with benefits of time management so that, students should understand the importance of it. She told, "Obstacles are there in our daily life but to overcome it, it is important to identify it and find its solution." Madam introduced students with different strategy for time management like making to do list, weekly chart, monthwise table and explained students how to divide our work according to urgency in four quadrant and told how to use waiting time. While doing this madam put two task in front of the students. This task helped students to understand the importance of time and its management.



Mrs. Thakar introducing students about Four quadrant system of time management

Madam also explained the term 'Prime Time' and told how time management helps to balance work and life at a time. The whole lecture was informative and it showed way to work in a stratified manner.

Lecture ended with question and answer session. The concluding remark was given by Dr. (Mrs.) Seema Nimbarte.

(Mrs. S. R. Nimbarte)  
Nodal Officer - B.Voc. Course  
Medical Laboratory & Molecular  
Diagnostic Technology  
Sevadal Mahila Mahavidyalaya, Nagpur



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