

ACADEMIC AND EMPLOYABILITY SKILLS
BY JOHN DSOUZA
STUDENT ID 2010699

TIME MANAGEMENT...

Time is important for everyone, maybe it for student, service person, businessmen or housewives. To achieve success in life, we should use time properly. Time management is the heart of every successful work or task. Life has become quite busy. There are many tasks we have to do in our life. With perfect time strategy we able to sort out and complete them for success and mental satisfaction. The greatest gift we can give to someone is our time because the time not going to come back.

Mostly some people do not realize the importance of time. They spend their life carelessly. That is the main reason, they never get success in life. We should utilize every second. It is necessary for us to make the routine as to use the time properly. It make us more productive, satisfied and goals oriented in our life. It motivates us for qualitative work with reduced stress levels. With perfectly managed time approach we able to keep a balance between our professional and personal life. We can live a healthy and peaceful life.

Mankind is born lazy. He always finds the quick and easy to do ways in life. Though, the quick means work but, in the long run, hard work with a perfect strategy always works. There is no avoidance from the hard work. If we look everywhere, we see that successful men everywhere and those who make proper use of every moment of their time. We should take lessons on the important of time from them, both for ourselves and our nation.

Talking about me, I was wasting my lot of time in other activities like going out with friends, watching tv and other social activities, in a result I couldn't able to concentrate on my job or my task. Whatever I could do to my job, the failure follows back. I was so angry on my life and does not know what to do. One day, it happens me to meet my friend on my way, he was well settles in his life. I started to talk with him about success, and in his talks he mention about the time management. How he use that skills to make his life easy and to bring him in this position what he is today. I think over and over about it. So, I start to research about the time management and I came to know about the time management and how it works are what are the step we have to take, but it was not that easy for me because I have to change my whole life style for this new plan, now slowly I started to keep my personal diary to keep a record of my daily task.

I started using calendar, and organize my task, I keep a deadline for each task. I always keep 15 minutes time as a reminder. I keep focusing on my task and keep my task according to my daily plan. Sometimes it become very difficulties to do it, but I try to complete my task. I did my best to manage what I have to do day to do list task. I hope now my success will follow me in whatever I do.

It may seem easy to seem at however economical time management demonstrates an individual's nice qualities.

Money lost can be recovered again and again but once the time is gone it never be bought back

ACADEMIC WRITING...

ARE MOBILE PHONES A HEALTH RISK?

Mobile phone use has increased 67% in the last 5 years, with one in every five adults owning a smart phone. Obviously, mobile phones are making our lives much more convenient with an instant connection to friends, family and the internet. However, these mobile devices emit a radio frequency (RF) radiation which is claimed to be possibly harmful to health and can cause brain tumor. This essay will discuss the positive and negative research into the safety of mobile phone use. It will conclude that there are inconsistencies in the research of mobile phones being safe and that long term mobile phones usage is in fact a health risk.

There is a significant amount of evidence that suggests mobile phones are safe. The most consistent argument is that RF radiation, which is transmitted from mobile phones is also transmitted safely from other devices such as radio and televisions. To exemplify this point radios has been used since 1893 and the television since 1939. This seems to suggest that the long use of RF radiation devices is safe. A second argument in support of mobile phones a recent danish study, where 350,000 citizens were studies over a ten-year period and the data concluded that, there was no association between brain tumor / cancer and long-term use of mobile phones (Stockman, 2013:554).

There have been numerous published studies for 2001 to 2015 concluding similar finding. A final important observation by LINET AND INSKIP (2010) is that despite the immense increase in mobiles phones in the last five years, there has not been a dramatic increase in brain or nervous system cancers. According to CHAFFEY (2016) between 2009 and 2014 phone use increased 67%, however reported brain cancer decreased. These three arguments offer credible evidence that mobile phones are relatively safe.

REFERENCING BOOKS.....

VISIT TO BOOK FAIR

A group of students IMS collage Noida had the privilege to visit International book fair at pagati maidan in Delhi.

The book fair was indeed an exhibition to watch. There were many halls and each hall was segmented into stalls managed by the respective publishers. We had local publishers, national publisher and international publishers. The book fair was attracted a large number people.

All the stalls were full of books and they had displayed books on several subjects, children books, subjected oriented books, literature books law books, management books, science and technology. Top of them was a huge collection of dictionaries and fictions.

While every stall was impressive, what attracted us the most was a presence of JAVID AKTHER, poet cum lyricist. His entry with gusto interviewed him and took his photograph and bytes with full enthusiasm.

Also, it was diamond jubilee of Indian cinemas. The books on the history of Indian cinema were also available in bulk starting cinema movies stills were displayed at hall where the made by our sir to pack up and all the student function was going. We also met with stall keepers and received information about Indian cinema.

All student purchased books of their fond. I too purchased the book of poetry as I love it was most. Suddenly an announcement was ready and we all happily approached towards gate number 7 and boarded our bus there.

At last, but not the least it was nice and memorable visit for all students who got a nice chance to visit the grand event and we are obliged to "ANAND SIR" who took special interest.

Online learning experience....

THIS IS THE REAL EXPERIENCE OF AN ONLINE STUDY DONE BY A STUDENTS (RAINESFORD)

I Rainsford graduated with academic honors without ever meeting my professors, embarking on an all-nighter with classmates and technically, never having gone to class at all. I was an online only student, and as online degree programmed grow in popularity, my past three years of study were a crash course in the unique challenges of learning online, as well as a glimpse into what the future of higher education might look like.

My school day looked very different than most: rather than loading up my backpack and heading to class, I would wake up, eat breakfast while doing my first round of schoolwork for the day, and spend a few hours finishing assignments. Then, I did head off to work, maybe trucking in a study session during lunch before wrapping up homework or preparing for exams in the exams in the evening. Saturday and Sunday became two of my busiest school days and I became an expert at working everywhere from my desk to the car.

Some of my most vivid undergraduate memories were of completing a term paper on the floor backstage at the ballet performance I was managing and stumbling home after a full day of work to begin school that evening. Just like traditional universities, I had paper, exams, and grades. Only, there were no office hours and no such things as sick days.

Enrolment in online learning programmed has grown over the past few years, with more than a quarter of students enrolled in at least one online course. But too many misconceptions persist around the experience of being an online only student for example, that an online degree does not carry the same level of prestige as a traditional one. By contract, online learning enabled me to hone skills such as self-motivation and time management that ultimately made me a better student, and later, a more prepared young adult.

Studying for an MA in a new and unusual subject five benefits of a part time post graduate degree a day in the life of a university at the age of 37

Autumn steed, a professional dancer who just began an online degree agrees that there are differences between traditional university time management, and commitments required to study online. "you attend an in-person class for a select period of time in which you are entirely

focused on that subject,” she says. “In an online programmed, you must be able to self-motivate and manage multiple courses in the limited time that you are able to provide for yourself.”

Oliver Till, who is studying for a BA in business and environment. Observes that “it is very easy, when studying at home, for little things to chip away at the time you have set aside.” He points out necessity of “making sure those closest to you understand the commitment and choice you have made”.

With no set class hours, an online student defines their own schedule, a significant reason why so many working students are drawn to online degree programs. Steed believes that this actually helps her education.” For who enjoys working at their own place, independent higher education, it can counter that loss through the ability to increase personal productivity.” She speaks.

Line Delille, who completed her degree in visual culture online, noted that “the biggest challenge had to be connecting with fellow classmates. While discussion forums encourage participation and allow for feedback or exchange of ideas, they lack the real time aspect. Online studies offer the student a considerable amount of freedom, which sometimes blurs the boundaries between school and life, she explained,

Laura Ross, who took a sport law class online. While studying for her accounting degree echoed the sentiment. “The biggest difference I noticed was the lack of interaction,” she says. “I feel like the learning was very much on my own.”

That is the simultaneous blessing and curse of the online experience. Learning on my own enabled me to craft an education that was unique to me. Given that about 70 percent of students work while attending school and that students in the us and uk want more flexibility than ever from education, gone are the days of a typical university experience.

REFERENCE:

Some of the ideas I took reference from the following well know great people.

Time management... Peter howe

Academic writing ...Academic research and writing library

Referencing ... Harvard style for business students

Online learning experience ...

This are the real people who have experience in their life.

RAINESFORD STAUFFER

AUTUMN STEED

OLIVER TILL

LINE DALILE...