

TIME MANAGEMENT

Time management is a fundamental skill that holds significant importance across diverse spheres of life. For students, adept time management ensures the effective juggling of academic responsibilities, extracurricular activities, and personal pursuits, fostering enhanced productivity and academic success.

Housewives, facing a myriad of daily tasks, benefit greatly from organizing and prioritizing their duties, leading to reduced stress and a greater sense of accomplishment in managing their households.

Freelancers, operating in a dynamic and often demanding work environment, rely on efficient time management to maintain a consistent workflow, deliver quality work to clients, and safeguard their well-being by balancing professional commitments with personal time.

In the professional realm, effective time management empowers individuals to excel in their careers, meet deadlines, and foster innovation, ultimately contributing to their professional growth and job satisfaction. Regardless of the domain, implementing strategies such as prioritizing tasks, minimizing distractions, and establishing routines are essential for mastering time management and realizing one's full potential.

Thus, embracing the art of time management is not merely a means to accomplish daily tasks but a pathway to success, fulfillment, and overall well-being in life.

Place of Environment in Hinduism

■ OMKAR DATTATRAY

The conservation and protection of wildlife,nature and environment had been accorded much importance and priority in Hinduism from times immemorial.Hindus worship various forms of nature like rivers ,trees mountains and other forms of nature. The various forms of nature have got much significance and Hindu scriptures ordain that the various forms of nature should be preserved ,conserved and protected not only for ourselves but also for the future generations. In Sanatan Dhrama environment and various forms of nature are revered ,loved and given due place and respect .Hindus from ancient times have been lovers of nature .Hindus are known to revere elements of nature since ancient times .Hinduism teaches and ordains us to revere and respect nature ,environment and wildlife. Thus Hindus are the worshippers of the various forms of nature .The Hindu approach to plants and environment requires that we first understand how Hinduism views the world of nature ,which is different in significant ways from other religions but also has commonalities with them .Each religion has a certain worldview which defines the way in which one finds meaning and significance in terms of how one sees the world and what one does in the world .In other words ,there is a close interrelationship between the worldview and ethos .Religion provides a certain worldview and in Hinduism ,this is detailed in the ancient scriptures which are considered to be more than 4000 years old .This Hindu worldview of nature is based upon the Vedas and the Upanishads ,the ancient scriptures which not only describe the eternal principles and the unified ontology of humans ,gods and nature ,but give prescriptions for living ,which then translate themselves in terms of the Hindu way of life ,and various devotional and ritualistic practices .The most fundamental principle of this view is that according to Hindu thought ,there is separation between the divine and the world of nature .These are two aspects of the same reality .One way to understand this is to see the cosmic reality as an ocean .Nature or the manifest world ,is like the waves on the surface of this ocean .Brahman ,the ultimate reality ,or the un- manifest Absolute ,is like the depths of the ocean .But just as the ocean and all its manifestations of waves ,ripples and foam ,is nothing but one substance-water ,there is an underlying oneness in all that is manifest .The Vedic vision of unity is the basis for an ecological approach in which the Hindus can honor the entire universe as part of their own higher self .It goes beyond the duality of God and creation .God does not create world out of nothing .The world ,God and the soul are inherent aspects of the same Eternal being .Thus there is need to protect the nature as one would any other creature and for the Hindu it is possible to honor nature as their own greater life and expression .Hinduism sees the divine manifest in every force ,every process ,everything ,and the Hindu cosmos is alive with deities expressing themselves through natural phenomena ,through the earth ,fire ,rain ,water and wind .Nature is thus deified and Hindu rituals ,prayers ,pilgrimage ,and texts honor and celebrate this diversity of manifestation and connecting humanity with it .It is seen the five great elements or Panchmahabhuta ,which are the building blocks of the manifested reality ,being formalized in rituals and daily worship and prayers entailing their awareness and serving as a reminder of their sacredness in the truthful and just earthly order .Thus there is not an object in the world or heaven ,which the Hindu is not prepared to worship ,sun ,moon ,stars ,trees ,shrubs ,and grasses ,seas ,rivers and lakes ,birds ,animals and insects mountains ,all are to be seen as manifestations of the divine .Rivers and trees are seen to be particularly sacred by Hindus .Rivers are sacred living organisms ,abode of deities and considered to be tangible manifest forms of goddesses .For example, the Ganges or mother Ganga ,who is consort of God Shiva ,is said to be life giving ,nurturing and having a loving ,selfless character .The river is a moral purifier ,cleansing impurity and giving auspiciousness .It is the source of spiritual abilities with the power to transform human lives .Trees and plants are also very much revered ,forests are seen as abodes of deities and sages ,and the woods surrounding the villages are seen as sacred groves called Saran or areas of spiritual integrity .Sacred groves are considered to be the abodes of mother goddesses and abound with plants such as the tulsi ,a type of basil and the papal tree also known as bodhi tree because Gautama Buddha attained enlightenment under it ,the tree that is the object of universal worship throughout India .Hindus are known to revere elements of nature since time immemorial .It is believed that the supreme divinity is present in each and every element of nature ,thus Hindus worship each of these elements with faith and one can find its traces in Vedas ,Upanishads ,Puranas ,Sutras ,and other Hindu sacred texts .Millions of Hindus recite Sanskrit mantras daily to revere their rivers ,mountains ,trees ,animals ,and the earth .Also known as the five great elements ,Panchmahabutas create a web of life that is shown forth in the structure and interconnectedness of the cosmos and the human body .Hinduism teaches us that the five elements that is space ,air, fire ,water ,and earth constitute the environment and all derived from prakriti ,the primal energy .Each of these elements has its own life and form ,together the elements are interconnected and interdependent .The fact is that what the modern scientists and environmentalists say about the conservation of nature ,wildlife and environment had been said by the Hinduism and Hindu sages thousands of years ago .Thus it means the Hinduism regards and reveres the nature and environment from thousands of years and today as well Hindus worship various forms of nature and Hinduism ordains us to protect ,preserve and conserve environment for ecological balance as any imbalance results in harm to the humanity. Therefore we should love ,revere and conserve environment for our own welfare and for the good of the humanity .Not only for our ourselves ,but for our future generations we should conserve nature and environment .In Hinduism nature ,wildlife and environment is held in veneration and thus the Hindus worship various forms of nature and this in fact is because we have great love and reverence for environment .Other religions also teach us to preserve nature .let me conclude this write up in the words of Sheikh Noor-Ud -Din Noorani who said years ago ,Ann Posh ,Teli Yeli Wan Posh meaning thereby food will last only till woods are protected.

(The author is a columnist, social and KP activist)

■ DR. BANARSI LAL

Technology plays the significant role in our lives way more than ever before. We constantly stare at screens, remain in touch with each other and rely heavily on it in our daily lives. Almost all of us carry a piece of technology in our pocket and use it regularly as we use oxygen. We have grown up literally in front of screen. The abbreviated term internet began to be used in the early 1970s.It was a shorthand term for the communication circuits and their controlling software which linked together the separate computer networks comprising the US military ARPANET (Advanced Research Project Agency Network) system.

Lawrence Roberts, Chief Scientist at ARPA is responsible for developing the computer networks. By the early 80s, the number of linkages had grown rapidly to include many universities and other research institutes; by then the word gained an initial capital letter, referring to the set of computer systems connected in this way as a single unique entity. From the beginning of early 90s onwards, the internet grew rapidly to connect million of users all over the world, fuelled by the rapid increase in the ability of different individuals, government agencies and commercial enterprises to connect to the system. Now people depend less on the newspaper and television and more on the Internet for news and information.

World Summit at Tunis (Tunisia) on Nov.16-18, 2005, called for the greater democratization and globalization of the internet in order that the benefits of the revolution by the information technology percolate down to the remotest corners of Asia, Africa and Latin America. It was deliberated at Tunis that the digital revolution should seek to bridge and not to widen the gulf between the privileged and the underprivileged in different continents. Mr.Kofi Annan, the ex-Un Secretary General said, "The world needs the internet to unleash the true potential of its people but the lifeblood of the digital revolution is freedom". Internet indeed is a great leap forward for the developing countries.

In 80s, researchers and scientists used to send files data from computer to computer. However in 1991, the internet changed again. World Wide Web (WWW) is a common universal information space in which we communicate by sharing information. It was developed by Tim Berners-Lee and others in 1991 and they created a protocol based Hypertext that enables connect the contents stored anywhere in the world using hyperlink.

■ VIJAY GARG

When the students study in small groups and share their views on a common educational topic, it is called studying in a group or group study. The group so formed is called a study group. The study group usually comprises of students which study in the same class or the same batch. It is not necessary that the students of a study group know each other. Before forming a study group it should be seen that the all the participating students must share a common topic or syllabus for studying so that they can share their views with each other. The participating students regularly meet and discuss the topics with each other. The group may be formal or informal. Informal study groups are formed by the students in their friend circle for studying together the difficult topics or to prepare for exams. The formal groups are formed by the authorities or the faculty in schools and colleges or at the offices for working on a common project. In these types of group, the participants meet for researching a topic and to prepare a group project which is to be submitted to the schools, colleges or offices.

How to form a Study Group?

Forming a study group is not an easy task. Furthermore, there are many consequences. The group may be or may not be successful. Forming a study group needs many wise decisions. Here are some points which should be kept in mind while forming a study group:

Deciding the Number of Members: The first decision to be taken is about the number of members in the group. The maximum number of students in a study group should not be more than five. This is a very important decision as the number of students has a direct impact on the group. If the numbers of students are very less, that is, just two members of the group, the group will be very inefficient. There will be a limited discussion. The group will turn out to be very boring. For a healthy discussion, two people are not enough. Often, when two people study together it is not termed as a group study. If the number of students is very large, that is, eight to ten members in a group or even more than that, then also the group will be very inefficient and unsuccessful. It is so because it is very difficult to communicate with so many students at a time during a discussion. Most of the people feel ignored. Moreover, time management becomes very difficult. All the students may not be free at a common time. In this case, it becomes very difficult to decide a fixed time for studying in a group. Deciding on a place for studying also becomes a problem as more number of students needs more seating arrangements to be made. So, deciding the number of students in the study group is the first and foremost decision to be made.

Choosing the Members of Groups: The second decision should be to select who all will form a part of your group. While choosing the students, a number of members should be kept in mind. The members should be chosen in such a way so that they can make the group efficient. Taking an example, suppose a student wants to form a study group for the preparation of his final exams, he should choose the members in such a way that neither all the members should be too intelligent nor all of them should be very weak in studies. If all the students are very weak, there will be no one

The Age of Internet

The Internet envelopes the physical aspects of the environment, the computers and the networks while web comprises mainly the services provided on top of the internet. Internet is like a drug and has become like breathing. "If I am not on online, I will probably wither away and die", said a journalist.

Internet fever knows no age, race or ethnic boundaries. It can be effective for anyone. Now the people are sinking more and more in the internet. Everyone likes to have computer and internet connection. The symptoms of Internet fever include occasional burst of laughter for an unknown reason, blurred eyes, sense of withdrawal from the surroundings and onset of early carpal tunnel syndrome.

This fever can last for an undetermined length of time and when fever breaks means we sign off, we return to normal-like emerging from the state of coma. After that we look at the clock and wonder that we are late from our normal routine work. The use of internet is increasing day-by-day due to its many advantages.

The use of the internet expanded across the globe just as railroad did in the latter half of the 19th century and aero plane and motor car did in the 20th century. With the use of the internet, there is reduction in the time taken to transmit information from one place to another.

Like railroad, motor car, electricity connection, airplane etc. developed huge industries; many new internet companies are mushrooming up as fast as one can say.com. Now the internet business is earning trillions of dollars. Internet has many advantages. E-mail is an important tool to send the message. Its use was introduced in 1972. E-mail is very helpful to keep in touch with family and friends.

E-mail is very cheap when compared with telephone, fax or postal services. Internet is loaded with huge amount of information regarding any subject ranging from government laws and services, conferences, market information, agricultural information, education, politics, technical support etc. Internet has made a number of tasks akin to the gamut of our basic needs easier and less taxing.

For example, with the internet facility we get railway or air tickets booked online thereby saving the trouble of standing in a queue for many ours. One can easily have an insight of any country or state on net and there is no need to acquire a brochure from the Tourism

Department. One can easily apply for any job or admission by filling the application form online and thus saving time and money. We can easily see the results on internet and there is no need to go to the concerned institution. Tax returns can also be filled on internet. One can read the entire Ramayan, Bhawad Gita, Quran etc. on internet. Online banking is available on internet.

The Internet Age is an umbrella term for the 21st century, in which information travels around the world in seconds. Nowadays most of the people have access to the internet at the tip of their fingers through their smart phones. Now we can purchase and sell products through internet.

Internet is a way to meet with people of similar interests and discuss on common issues. Internet is seen as huge reference library and youths can use the internet for exams. Internet is a great hub of recreation and its benefits can be enjoyed by everyone. We can see different designs of a product on internet before going in the market. Now majority of jobs need computer operation and internet use can be good experience for ones career.

If someone is not reading the newspapers or magazines then he can consume his time on internet to read them. We can also see our separated friends on face book. Through internet we can come to know a lot about the culture of other countries. We can remain in touch with anyone through internet without leaving the comfort of our apartment.

Internet has given rise to concept called as cyber crime. Cyber crime is data related crime-such as theft of data, diddling and tampering, blackmail of data, unauthorized locking of data, changing programme logic, hacking, denial of services, bombing, spam etc. Credit card frauds are becoming very common. Debit and ATM cards frauds involve identity theft.

The criminals assume the electronic identity of the genuine users to transact business and gain access to financial products. Regular use of internet also affects our communication skills as the large number of abbreviations are used on internet. Lastly, it can be said that internet will continue to influence us. It is hoped that somebody will develop some technologies to cure the fever of internet and reduce its side effects. Really the Internet Age has completely transformed the society functions.

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Group Study - Advantages and Disadvantages

■ VIJAY GARG

Successful Study Group?

For a successful study group, these are the characteristics:

Each group member participates in the discussion. Only then the discussion can be healthy. If any member is quite all the time during the discussion it indicates that the topic is not of his interest or he is not satisfied with the group.

The group members should listen to each other. The discussion should not take the form of a debate. Any member should not interrupt while another member is speaking.

The group members should be already prepared with the topic of discussion. If all the members are already prepared it leads to a healthy discussion and a good exchange of knowledge.

There should be no hesitation among the group members. They should be able to ask questions of each other very freely. If this is not the case, the doubts may remain in the minds of the members which may cause a problem in the future.

While discussing, the members should not move to any other topic. There should be a consistent discussion on a single topic.

The group members should respect each other. There should be no hard feelings. There should be no criticism while discussion.

What are the Advantages of Study Group?

There are many advantages of studying in groups. These advantages make group study the first and foremost choice of some students in exam time. They are described below:

Regularity: When the student has to do self-study, it is likely that he will postpone it to some other time just due to laziness. In such a situation, a student who does not like studying will not study properly. But in the case of group study, regularity is maintained. It becomes compulsory for all the members to regularly participate in the discussion organized by the group. In this way, even those students who are unwilling to study will have to study regularly. The group should be disciplined enough that there is no place of excuses for studies from anyone.

Better Learning and Understanding: Every student cannot understand all the topics in the syllabus but every student definitely understands some topics of the syllabus. This is the key factor which makes studying in group advantageous for all the students. The can explain the topics which they know properly to the other members of the group. Moreover, during self-study, some topics are so difficult that they could not be understood alone. They require help. This help isis sometimes provided by the study group. In this way, every student gets to know each and every topic of the syllabus. Moreover, students retain in their mind the things they talk about. If they discuss the topics related to their syllabi in the study group, they will retain it in their mind. This nullifies the need for cramming.

Different Perspectives: Every student does not think the same. While doing self-study, a student will think only in one single direction. This provides him with limited knowledge only. Moreover, due to thinking in one direction can cause the student to different things to be the same. This ultimately leads to confusion or incorrect knowledge. In the case of group study, the students will discuss with each what their

perspectives on the topics are. The thinking ability of all the students is increased in this way. The different possibilities associated with the topics arise in the minds of the students.

Makes Learning Enjoyable: while studying for a long time, a student get tired. Self-study usually becomes boring. Sometimes, the students may also fall asleep. But, while studying in a group, learning is not a burden; rather it is a fun task. Students enjoy while discussing the topics and learning becomes way more interesting.

Less Stress: Mostly, the students are very tensed before the exams. While studying in groups, the students feel relaxed. The atmosphere becomes lighter. With less stress, there are more chances to succeed in the exams.

Enhanced Communication Skills: During a group study, students interact with each other. There is a healthy discussion going amongst them. This discussion boosts their confidence. It also increases their vocabulary. Communication skills of the student are enhanced.

What are the Disadvantages of Group Study?

With so many advantages, there are a few disadvantages associated with group study. Some of them are:

Losing Way: while studying in groups, the members often lose their ways from the topics and the discussion goes to another topic. A lot of time is wasted in this wasted in this way. As the members meet for small fixed time, wasting time is not at all acceptable for the effective functioning of the group.

Gossips: when the members also form a social group apart from a study group, gossips are the only thing which happens during the group meeting. Everyone discusses the random stuff rather than discussing the topics which were already decided for discussion. If the members are classmates, they may start complaining about their teachers and other classmates. This makes the study group unsuccessful and useless.

Conflicting Topics: It becomes very difficult to choose a topic which is of a common interest to all the students. This may lead to conflicts in the group. Some people may also even exit the group.

Inefficient Decision: If the decision about the timing, venue, and the number of members, topics or selecting the group members are not properly taking, it may lead to failure of the group. It is a very hard task to take these decisions. A lot of things have to be kept in mind before taking these decisions. Despite so much thinking, the decisions usually turn out to be failures because it is very difficult o lt make a decision which keeps all the group members happy.

Conclusion

Studying in groups is a fun task. But it should be noted that the study group does not turn into an only fun group or a social group. During the group meetings, only the pre-decided topics should be discussed. The leader should be responsible for maintaining discipline in the group. But if someone is very shy and is not able to interact with group member, group study is not meant for him. The student should then go for self-study. He should not waste his time by studying in groups as it will not be fruitful for him.

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