



THE ROLE OF EFFECTIVE TIME MANAGEMENT IN ENHANCING
STUDENTS' ACADEMIC ACHIEVEMENT

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Abstract. *This article examines the importance of time management and its impact on students' academic success. In the modern educational environment, students are required to manage multiple responsibilities, making effective time management an essential skill. The study highlights the difference between secondary school and university learning, where students are expected to take greater responsibility for their own learning process. It also explores key aspects of time management, including planning, prioritization, and maintaining a balanced study schedule. Furthermore, the article discusses how proper time management can reduce stress, improve productivity, and develop discipline and responsibility among students. The findings suggest that students who effectively manage their time are more likely to achieve better academic outcomes and maintain a healthy balance between academic and personal life. Therefore, developing strong time management skills is essential for long-term academic and personal success.*

Key words. *Time management, academic achievement, student performance, task prioritization, productivity*

Introduction. In the modern world, time is a limited and valuable resource that cannot be replaced, which makes effective time management essential for achieving success. In academic settings, proper planning and organization of time play a crucial role in improving students' performance. As educational demands continue to increase, students are expected to manage multiple responsibilities efficiently. Time management is strongly connected to academic success, as it helps students set priorities, meet deadlines, and stay organized. Those who manage their time effectively are more likely to achieve better results, as they can focus on important tasks and avoid unnecessary distractions. On the contrary, poor time management often leads to procrastination, stress, and lower academic performance, even among capable students. Research shows that effective time management enhances productivity, reduces pressure, and improves learning outcomes. Therefore, developing strong time management skills is essential for achieving academic success and ensuring better future opportunities.

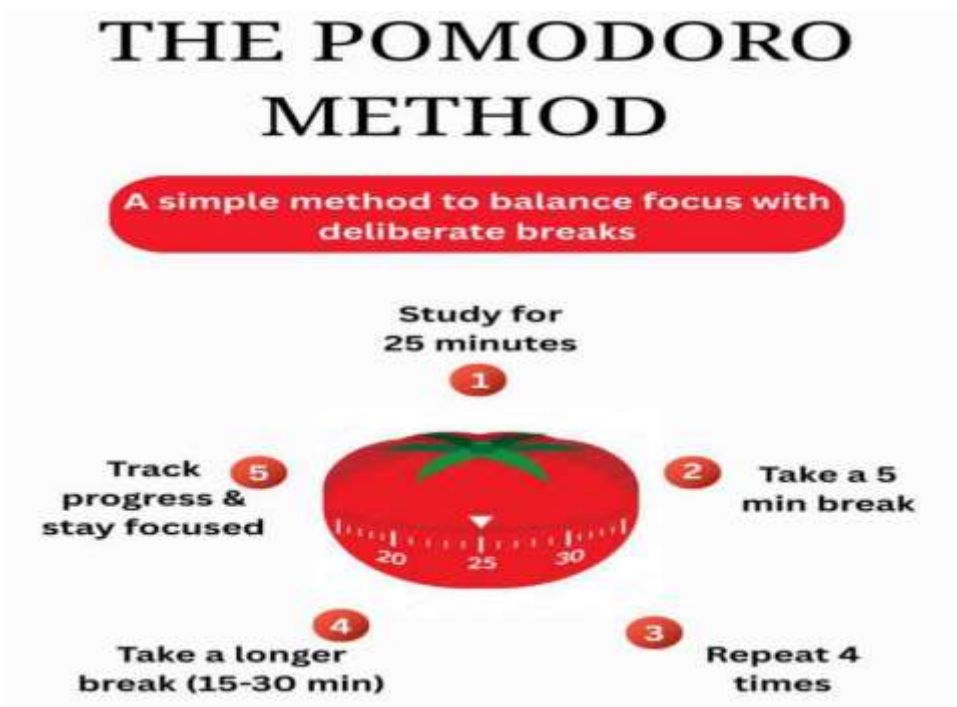




Time management. There is a significant difference between secondary school and university in terms of managing time and academic responsibilities. In secondary school, learning often involves detailed explanations of everything. However, at the university level, lectures usually provide only basic or superficial information., and it becomes the students` responsibility to explore topics further on their own (Britton & Tesser, 2001). Time management is a crucial skill that students must not only understand but also practice. Many university students often complain about not having enough time to complete tsks and feel frustrated when deadlines approach. Effective time management is vital because it can improve academic performance and increase productivity. Yet, students frequently encounter challenges such as avoiding difficult tasks or feeling uncertain, which can lead to procrastination due to poor organizational skills. Without proper prioritization, students may become easily distracted and delay completing their work. Therefore, mastering time management is essential for university students and is a key factor in achieving higher academic success (Kelly, 2004).

Fundamentals of effective time management.

1. Developing a balanced study plan. Establishing a well-balanced study schedule is a key strategy for effective time management. Dividing study time into smaller, manageable segments and including regular breaks helps students stay focused and avoid burnout. One widely used approach is the Pomodoro Technique, which consists of 25 -minute study sessions followed by short 5 -minute breaks, and has been proven to enhance productivity. In addition, tools such as Google Calendar or Trello can assist students in organizing their study plans and keeping track of important deadlines. Dan Moscatiello highlights that maintaining consistency and discipline in following a study schedule is essential for achieving academic success.





TANQIDIY NAZAR, TAHLILIY TAFAKKUR VA INNOVATSION G'OYALAR



2. Reduce stress and anxiety

Ineffective time management often leads students to experience high levels of stress, especially when faced with tight deadlines and numerous tasks. However, having a well-structured schedule allows students to reduce pressure and feel more in control of their academic responsibilities. By organizing their workload and dividing larger tasks into smaller, manageable parts, students can handle their duties more efficiently and maintain a balance between academic and personal life.

3. Development of discipline and responsibility

Time management plays a significant role in fostering discipline and a sense of responsibility among students. By learning how to prioritize tasks, set deadlines, and make informed decisions about how to allocate their time, students develop accountability and self-discipline. These qualities are essential not only for academic achievement but also for future personal and professional success.

4. Improved personal balance

One of the key advantages of effective time management is the ability to maintain a healthy balance between academic and personal life. Students who manage their time efficiently can allocate time for extracurricular activities, hobbies, physical exercise, and social interactions. This balance contributes to a more fulfilling student experience and is vital for maintaining mental and emotional well-being, ultimately ensuring a positive educational journey.

Conclusion.

In conclusion, time management plays a vital role in students' academic achievement and overall development. It helps students organize their tasks, reduce stress, improve productivity. As students move from secondary school to university, the need for independent learning and effective time management becomes even more important. By developing skills such as planning, prioritizing, and lifestyle. Therefore, mastering time management is not only essential for academic success but also for long-term personal and professional success.

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