CSIBER, KOLHAPUR

Time Management & Punctuality

Value time. Demonstrate commitment.

Purpose

Punctuality reflects discipline, reliability and respect for other people's time. Good time management helps students remain prepared for placement activities and meet professional commitments.

Guidelines

- Plan your travel and schedule in advance for interviews, tests and placement activities.
- Aim to arrive at least 15 minutes before the scheduled reporting time, unless different instructions are provided.
- Attend placement training sessions, meetings and recruitment drives on time.
- Complete applications, assessments and assigned tasks before their deadlines.
- Keep required documents and interview materials ready in advance.
- Allow sufficient time for registration, technical checks and other pre-interview formalities.
- Inform the concerned Placement Cell representative promptly if an unavoidable delay occurs.
- Respect the schedule of recruiters, coordinators and fellow candidates.

KEEP IN MIND

Being punctual shows that you are dependable and take your professional commitments seriously.

Professional readiness is built through consistent everyday habits.