



<p>A BOOK ON CAREER MANAGEMENT</p> <p>You Can Score More</p>  <p> Suvasish Mukhopadhyay</p>	Title	You Can Score More
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<u>About The Book</u>		

Does success always belong to a select few? No. Success comes from systematic and disciplined study, and it comes to anyone who tries. Knowing yourself better is the first step. Knowing the right methods of study is next. But for both, students need an experienced guide to advise them on what is best. In *You Can Score More* Suvasish Mukhopadhyay proves himself to be the expert counsellor every student must have. From managing your sleeping hours to numbering your answer sheets, here you will find practical tips on everything one must take care of during student life. They include:

- Ten golden rules for every student
- Adjusting with the friend circle
- Hostelmates and roommates
- Attending classes
- Communication
- Self-motivation
- How to use books
- Time management
- Overcome shyness
- Examination fever
- Finding the right job

Written in a personal style, this book will tell you how you can score more not only in an examination but also in life.

About the Author: Suvashish Mukhopadhyay has been teaching for many years. Career management is his area of research. He has guided

many students in their college lives and later careers. He has three more publications.

P R E F A C E

This book is about examination management and students' psyche. My ocean of experience about the students' community motivated me to write this book. My observations and years of experience are unfurled in this book. Difficulties of many students lightened many dark corners of my mind. Right from the starting of my teaching career I found many students failing in many subjects and one more thing, which I noticed is, students are unable to score more in spite of hard work. I have tried to counsel the whole students' community across the globe through this book. It took two years to write this book, but I observed the students' community since 1990. Whenever I resolved to begin writing this book, some unseen force stopped me. The delay resulted in an increased number of case studies. There is so much to be done, so much to be seen and so many fresh avenues to be explored. I have tried to keep the book as concise as possible. By the title of the book it seems to be a guide to help the students to score more. Actually how to score more in examinations is discussed in detail, but that is only a part of this book. Apart from that probably all the aspects of a student's life (related to their examination, academics and too some extent personal life) are discussed at length. This book touches upon varied facets of students' community. I do hope and trust, if anybody assimilates the total content of this book than he is bound to score more in every fields of life. More emphasis is given on the selection of the right vocation. True education should also help the students to discover what he is most interested in. If a student doesn't find the vocation that he is most suited to, he will find life worthless. He will feel frustrated, doing something, which he doesn't want to do. True education is to learn 'how to think, not what to think.' This concept of the famous mentor and philosopher J. Krishnamurty is highlighted in this book. The only absolute in the world, Marx said, is change. How the students' community has to act with the changing environment is discussed at length. Nothing based on imagination is written in this book. My years of experience in the field of education is its source. The whole book is written from my teaching experience. It is written in English so that it can reach the wider cross section of the globe. I have narrated very minute observations accumulated over twelve years of time. I am thankful to those moments, which helped me to observe some incidents very minutely. I am a person who could never separate himself from teaching and

thinking positive for the students' community. According to my view students' community is the most sacred and innocent community, but mostly neglected in our country. In a country like India they don't even have an easy access to the faculties. Thousands of eyes motivated me indirectly to write this book. Actually I saw the sufferings of many students after failure and that negativity is the sole cause of my positive outlook, which gave birth to this book. Very few people are aware of this creation except few students and some very close family members. Whatever may happen, nothing can prevent me from thinking positive for the young generation to whom my heart belongs. I could never maintain distance from my students. In different chapters of this book I have tried to relate very simple truths in simpler way. It is clearly explained how to strive to succeed. I teach to live; I don't live to teach. Thousands of students and their difficulties have taught me many things. What my inner mind has wanted to say since a long time has crystallized into this book. I only tried to ignite the dormant talent of the students' community with the spark of motivation. I do believe and hope this book will not only help the students' community but also others across the globe.

Suvasish Mukhopadhyay

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1. How to Select the Right Profession

It is one of the most difficult tasks in anybody's life. So many people are in wrong professions. It may be due to wrong decision taken or tough competition faced. It requires enormous self-introspection and counselling from right people to select the right profession. If a person is able to make a right choice of his profession, he can be very successful even with comparatively less labour. The reverse is also true. Though we say that success is a function of labour and effort, it may not be always true. No man is equally skilled for all the professions. Every person is perfect for one unique profession. The most important phase in a student's life is the period between his school and junior college and the second most important phase is the period between the junior college and the college life. A student must know what he wants to be and he must strive to be only that. A boy, who has allergy of mathematics and drawing, can't be a successful engineer. Initial indications are always there, but we overlook or ignore them. Neglecting these indications if anybody goes for a wrong profession he is bound to fail. In this regard I would request the parents and senior members of the family not to impose any vocation on a student against his will. They must allow the child to think freely. One more example can be given. A boy whose favourite subject is chemistry, becomes more successful as a chemical engineer. But in our society people confuse the young minds and all the time they provoke the young minds to go for the stream, which offers more money. In last couple of years there was a craze for IT (Information Technology). It was observed that students totally disinterested in 'IT' took it up as their career due to the pressure of their family members. They may earn

fat pay-packets but their money will corrode their soul. One should not read merely to pass an examination. Similarly he should not read only to get a job. If money earning is the only mission in life, why go for education at all? There are many short routes to success. The juncture between the junior college and college days can be compared with the meandering of a river. This meandering is the most important turn in a student's career. A student must cling to the subject for which there is a positive propensity in his mind. A wrong profession can be compared with hot water. It may satisfy one's need but can't fulfil his thirst. The guardians, the well-wishers and other family members must observe the mental condition of the students very carefully. They must have a probing glimpse into the student's mind. Only the proper counselling can help a student in selecting a right profession. Only if a student gets the right vocation, he will succeed in life, as there will be a total unfurling of his creative energy. One should observe the nature and learn a lot from it. If we really think about a particular issue, many doubts will disappear and we will be able to arrive at a proper conclusion. Gradually our dilemmas will dwindle into good decisions. Education is the pivot, on which the career of a student is mounted. It controls our future, because,

**“Education is light;
Education is understanding;
Education is awareness;
Education is authenticity.”**

- J. Krishnamurty

2. Time Management in the Examination

Time management in the examination is the most important management for a student. I have observed hundreds of good students who failed to complete their whole paper due to lack of time. Truly speaking it is not the lack of time, but the lack

of time management. Within the same frame of time a particular cross section of the students complete the whole paper and the second group of students fails to do that. Let us take a practical example. Let there be six questions in a paper and they are to be answered within the three hours. Generally the students start with a difficult question and complete it in the first forty minutes. In this way by the time they reach the fifth question, they already have consumed more than two and a half hours and hardly any time remains to answer the last question. It becomes very difficult for the students to write the full answer of the last question. Chance of rechecking of the answers does not arise due to the shortage of time. The reason is nothing but the sheer lack of time management.

Now let me tell you about proper time management and I am taking the same practical problems discussed above. If there are six questions and time on hand is three hours, you first calculate the time per question. After the uniform distribution of time it is found that you can give half-an-hour time to a question. In this case you attempt any question for twenty-five minutes and if it remains incomplete, keep some space and switch over to the next question. By one hundred and fifty minutes you will be able to attempt all the six questions and in the last thirty minutes you can give the finishing touches along with the rechecking. Secondly recheck after answering a question immediately and it is always preferred. Please note one thing. Very neat and tidy answers of five questions will bring less mark than comparatively less tidy answers of six questions. It is essential to attempt all the questions. If you can't, you will be side-tracked in this age of cut- throat competition.

3. Motivate Yourself

In this world people are very busy and nobody is there to motivate you. Either they don't have the wish to motivate you or they don't have the time. In this world of rat race even the parents are too busy and they can't give the required time to their

children. Due to lack of motivation many young minds die and they stop giving positive result. They start underestimating themselves. In this connection I would like to refer to one quotation,

“Never underestimate yourself. You are the most important thing in this universe.”

-Edward L.Kramer

In this cruel atmosphere if a young mind dies, nobody bothers for it (except few family members). Even the family members stop being considerate after a couple of months. Your grief is absolutely yours; the external world doesn't have the intention and time to share it. In this place you are requested to do self-counselling and it can extract the highest output out of you. Never suffer from fear of failure. Fear of failure is more acidic than failure itself. You must have high self-esteem. You must motivate yourself and it must be a continuous process. Single time motivation doesn't stay for a long time. It evaporates very quickly. **You have to be self-made and all the time you must say to yourself, 'I CAN DO IT.'** There was a famous psychiatrist and he cured many dreaded diseases just with positive thoughts. Negative thoughts itself is death. Motivation and specially self-motivation is the gateway to success. A man with positive thought rarely becomes tired even after a tiring work schedule. On the other hand a man with negative thoughts becomes tired even after minimal work. This happens due to the difference in the states of mind. A positive mind continuously supplies energy while a negative mind can be compared with a black body. Black body absorbs energy. Details regarding the black body can't be described here. It comes under the area of the subject named Heat Transfer. Unless your mind is tired, you can't be tired. For the negative-minded people their mind is tired even before the work is started. Self-belief is another aspect of self-motivation. There is a saying,

“In order to succeed, we must believe that we can.”

-Michael Korda

How true it is! If you have self-confidence no external resistance can prevent you from getting success but if you lack self-confidence, even the slightest difficulty may become the cause of your failure. A green jackfruit can be softened by blows, but not made sweet, because sweetness is an internal matter and that can't be imposed. One must be internally driven to be a successful person. You must have some commitments. It will give birth to excitement and ultimate resultant will be motivation. If you say to yourself, **“NOTHING IS IMPOSSIBLE”** then 99% of the difficulties will be eliminated. Lastly I would say that life is very precious. No one should waste it. I do say, **for creating fire we require only a spark. Motivation is that spark. Stand in front of a mirror, see yourself and just say, ‘I Can.’**

4. Sleep Management

Sleep management is a very important management in a student's life. Generally it is observed that the students sleep too much through out the year. While they hardly sleep for 3-4 hours per day during the preparation leave and examination. Both are damaging. The hostelites keep up very late in the night and generally they are late risers. On holidays they prefer to skip even their breakfast for having a sound nap and directly they go for the lunch. It is my personal observation right from my college days. There are imbalances in the pattern of sleep. First there can be a question; i.e. how many hours of sleep is required? Somebody says eight hours; some people say seven hours whereas some assert that six hours of sleep is sufficient. Another group is there who say even nine hours of sleep is insufficient. Often we forget to note the time when you start sleeping. If one goes to bed very late at night, even twelve hours of sleep may not be sufficient, but if anybody goes to bed around 10.00 p.m. then I do think seven hours of sleep is adequate, at the most it may be extended to eight hours.

During examination and during the gap between two examinations generally the students' community sleeps very less. It is very dangerous. It creates a lot of stress, indigestion and other disorders in the body. I have personally observed many students getting totally confused in the examination hall. The reason is simple. They don't sleep the night before the day of the examination. If you don't give proper rest to your body and mind, they may betray you at the most critical time. If anyone wants to manage everything at the eleventh hour, the efficiency of the job performed will suffer. So it is advisable to have a regular and uniform pattern of sleep. This is the key to sleep management. It is observed that the boys just lie in the bed when they are not sleepy. It is just the canalization of lethargy. You can awaken a man who is asleep, but not one who is awake. It is advisable to go to bed only when one wants to sleep and post-pandrial nap is not recommended at all. Though I understand that it is not possible to change the age-old habit overnight but one can mould his life-routine gradually. If we can't manage our pattern of sleep, the sleeping pattern will rule us and failure becomes inevitable due to wrong sleep management. Many of the times it is found that a very intelligent person may become a great failure and in most of the cases the reason behind it is a life style without any discipline. The reverse is also true. Many times it is observed that a very ordinary person with average intelligence scales the flight of success in his career. The reason is nothing else but the disciplined life style. So why not to be disciplined? After all, it pays though it is initially difficult to adopt.

5. GRE and TOEFL

These are the two examinations, which have gained a steady popularity since 1970, and now these two names are so common that there is hardly a student who doesn't know about them. It is essential to pass these two examinations for pursuing

higher studies in the U.S.A. Thousands of students go to U.S.A. every year from different countries like India, China, Bangladesh and Philippines. Apart from these there are many other countries also. But the major chunks of students come from Asia, because Asia is the most densely populated continent. Once a politician jokingly said, **“ Wipe out Asia from the globe, all the problems will be solved.”** Definitely from the population point of view he might be justified but these Asians have major contribution in developed countries like U.S.A. A major cross section of NASA consists of Indians.

Before writing in detail about GRE and TOEFL I must give the full form of these two abbreviated terms. GRE means ‘Graduate Record Examination’ and TOEFL means ‘Test of English as a Foreign Language.’ There are very few students who get low score in TOEFL. One must score 213 out of 250 in TOEFL. But the students from the vernacular medium face difficulty in TOEFL. For scoring well in this exam, it is essential that one is very familiar with the American accent. There are audio aids, which help the students. But in GRE the score matters a lot. Out of 1600 if you get 1200 or more than you are on the safer side. Though it depends on the stream. For the streams like Computer and IT relatively higher GRE score is required. For branches like Civil, Metallurgy a comparatively low GRE score can serve the purpose. In earlier days there used to be GRE examination on paper and there used to be particular dates. Till last year the total score of GRE was 2400. Now-a-days the pattern is absolutely student friendly. Now-a-days the exam is to be given on line and you can appear on any day, which suits you. Only you have to take the date from the examination authority. You may not have to be a graduate. One can appear for GRE exam in the pre-final year or final year also. Earlier there used to be three sections in GRE. One was the language and vocabulary, the second one was basic mathematics and aptitudes related to rudimentary mathematics and the last one was test of logic or test of

reasoning. Since the second part was related to school level mathematics, it was the easiest part of the whole exam. Now-a-days there are only two sections. They are English and aptitude. Apart from that there is essay writing. For that the marks obtained are not counted. For an exam like GRE a candidate must not have great imagination or very high intelligence. What is required is the speed with accuracy. Any American university, before giving admission to a student, considers four factors. They are given below according to the descending order of importance. Though the order given by me may vary from university to university, the general order is-

- i) GRE score
- ii) Overall academic progress
- iii) Recommendation (generally three recommendations are required)
- iv) SOP i.e. Statement of Purpose.

Assuming that the candidates who appear for GRE possess an above average academic track record I would like to give stress only on GRE score. Good GRE score requires good and regular practice. Go on giving dummy examinations as often as possible. Don't have a half-hearted preparation. For approaching any exam, whether it is GRE or other exam, you must have a sound preparation. You must try to have good results in the first chance. In my teaching career I have recommended innumerable students to various American universities. From my personal experience I can say most of the students get a standard GRE score, which is neither bad nor very good. So you must try to have a very good GRE score so that by your score itself, you can eliminate others. To get admission is not a very difficult thing but if your score is low, you have to compromise with the choice of your university and you may have to even compromise with the branch of study for which you opt. Lastly with a low score in this age of cut-throat competition, you can't think of financial aid. So when the score is so important, adequate labour and time must be given. Sometimes it becomes really

difficult to prepare simultaneously for GRE and your subject of graduation (it may be engineering, science, arts or commerce). I have found many good students appearing for GRE after completion of their graduation. Obviously they lose one year. They pursue their M.S. after a gap of one year. But during that gap they mainly prepare for GRE and sometimes they take up some job. It is up to you, which way you would prefer to choose.

6. Effects of Practical Training

“It is good to have enthusiasm. It is good to have will, but it is essential to have training.”

-Jawaharlal Nehru

How true the above saying is! It becomes more true when the training becomes a practical one. It may be cooking or surgery. There is no short cut to it. You can zip the contents in a floppy and use the same space for keeping more bytes but when it is practical training you can't zip it. In our country there is an ever-widening gulf between the theoretical examination system and the practical application of learning. Students solve fourth order differential equations; partial heterogeneous differential equations and pass the examinations. But if you ask them the physical significance of a differential equation, they falter, because they don't know it. All the time the academic activities are at low ebb due to lack of practical training. Unless the gulf between the theory and practical is bridged, we can't go ahead with a good speed. For having the thorough practical knowledge there is only one remedy. One has to involve

himself continuously in the practice of the practical training. There is a very famous Chinese proverb. It is given below for your perusal.

“Tell me and I will forget; show me and I may remember, involve me and I will understand.”

I do think you must have enjoyed the essence of the above proverb. Nothing is more important than involvement. There must be totality in the involvement. If you are a team member of mechanical engineers in an engine room of a ship, never try to keep distance from the machines. Touch it, feel it, love it, repair it and get totally blackened by the oil and grease of the engine. That machine oil is the true ornament for an engineer and unless you get yourself blackened, you can't really understand the working of a machine. In a partially cold atmosphere if you continuously think of hot water for taking bath, you can't enjoy the winter. For enjoying the winter, you must pour cold water over your body at least once. That is essential. I would like to share a joke to show how theoretical people can be. While on a visit to wild life sanctuary a group of students along with the professor, was suddenly attacked by a lion. The professor advised the students to keep calm. He told the boys, “Have you not read my book about lions in which I have mentioned that if one stares at a lion and keeps calm, it will not be harmful.” One student replied, ‘But has the lion read your book?’ This above joke makes it crystal clear how the theory and practical are miles apart. If proper steps are not taken, the gulf will be wider. I have met many doctors who don't know how to push injection in a comparatively less painful way. This is due to lack of practice. They are not familiar with the pushing angle. If you ask them, their ego gets hurt. Immediately they say, “To push the injection is the job of a nurse, it is not doctor's job.” They can't shrug off their responsibility by giving such a reply. They are not supposed to do the job of a nurse. I do agree with them. But there is a question. Are they doing their own job properly? Once one Bengali person went to England and

stayed there for five years. After returning to Bengal he announced that he had completely forgotten Bengali. Then an eminent person gave a very humorous comment. He said, “ It is sad that you have forgotten Bengali but it is sadder that you couldn’t learn English well in the last five years.” This comment is totally applicable to most of the doctors of today’s world. Neither do they know nursing nor diagnosis. There is a very famous quotation about doctors. It is given below.

“A touch that never hurts;

A temper that never tires;

A heart that never hardens.”

-Dr. Lucis

To how many doctors is this quotation applicable? Probably very few doctors qualify for such a compliment in this money-making age. Everybody knows his lacunae; only they try to hide it behind the curtain of their puffed-up ego. Whether a man is a student or teacher, the cause of his ego is his lacunae. In this world no one will come forward to teach us. It is we who have to take the initiative. If you are a student of mechanical engineering, just go to the nearby garage and get yourself thoroughly trained. Be a garage boy who knows the differential equations and its applications. It is priceless. If you really do that, then you will be the best mechanical engineer of the world.