

Procrastination

Reasons for Procrastination:

- *Perfectionism* - Fear of failure, setting unrealistic goals which are overwhelming.
- *Fear of Success* - Fear that if you do well, you will set a high standard for yourself that you will continue to expect.
- Neglecting to schedule or manage your time.
- It's the style that works for you -for some (not all) people, procrastination is actually a style of preparation that works for them, if this is the case, no problem! Assess your past accomplishment of goals to determine if you actually work better at the last minute, if so, then relax.

Beating Procrastination:

The major strategy for beating procrastination is goal setting!

It's easy to blow things off if you are not focused on what you are trying to accomplish.

It's easy to get overwhelmed if you have not broken large goals down into smaller goals.

What is your **long term** goal? (Write it below)

What would you like to **accomplish in the next 2-5 years?** (Write it below)

What would you like to **accomplish this year?** (Write it below) (e.g. take 4 classes and earn a 3.0 GPA or better).

What would you like to **accomplish this semester?** (Write it below)

What would you like to **accomplish today?** (Write it below)

Top Ten Tips for Motivation

1. Develop realistic expectations for yourself; set your own goals. Develop a positive attitude towards learning and earning your degree.
2. List your motivators for achieving your academic goals:
 - a. Extrinsic: grades, parents' praise
 - b. Intrinsic: mastery of material, desire to learn
 - c. Other reasons
3. Make a commitment as to when you will work on an assignment. Be specific about when you want to work on it.
4. Break down big assignments into smaller parts and work on the assignment a little at a time; set dates for completing each part.
5. If you need a jump-start on assignments, complete small, easier tasks first in order to build your confidence.
6. Ask for help if you don't understand an assignment. Obtaining clarification from a professor or tutor may put you back on the right track and decrease frustration.
7. Find ways to relate class material and assignments to your life or future career.
8. Find ways to deal with distracting personal problems that are making it difficult for you to focus on academics.
9. Minimize self-defeating behaviors and thoughts (e.g., procrastination, low confidence, wanting a "perfect" product), which are impeding academic achievement. Look for small improvements and small successes, as you can change behaviors.
10. Reward yourself when you finish each task and complete an assignment. Feel good about what you have accomplished, don't just focus on what's left to complete.