



What is it and why do I care?

Studies have shown that people regret more the things they haven't done than the things they have done. Feelings of regret or guilt from missed opportunities stay with people much longer. When we procrastinate, we waste time that we could be using to invest in things that mean something. Our internal motivation can be affected by how we go about doing tasks or reaching our goals, however procrastination is not a synonym for lazy.

How do I combat it?

Understand the elements of procrastination

- **Decision Paralysis:** More freedom to make decisions means more responsibility to determine what is a priority
- **Ignoring the Value of Time:** Realize that life is finite and every second matters or is gone forever.
- **Lack of Self-discipline:** Not having the right type of motivation can infringe on positive habits as well as being unrealistic.
- **Fear and Anxiety:** Having a fear of the unknown, anxiety to be perfect, or not believing in your abilities can play a role.
- **Gratification is slow:** Understand that we love instant gratification. Without it and without rewards, it gets hard.

Routine Example

- **Reflect on why you are procrastinating:** What are your habits? What are the distractions? What are your thoughts?
- **Think about your personal vision:** What are your priorities? What are your goals? Why is this important to you?
- **Start your task:** Even if it's for five minutes, starting up a project or task will help overcome the first barrier.
- **Make a daily to-do list:** Create smaller goals and tasks that lead to the bigger picture. Prioritize tasks. Be realistic!
- **Create a habit list:** Use the [SMART method](#) to practice constant habits will help you with your to-do list.
- **Meet with yourself:** Set time aside to reflect on what you've done and what you will do. Connect it with your goals.

Tips to combat procrastination

- Use a wall calendar or monthly planner.
- Clarify, prioritize, and break down your tasks.
- Remove distractions.
- Schedule in breaks and time for yourself.
- Change up your tasks so that you are not getting bored.
- Set time limits so that you don't feel overwhelmed or burnt out.
- Reward yourself for completing a task.

Video Resources

Ted Talk: Procrastination
<https://youtu.be/arj7oStGkU>

Tips on Procrastination
<https://youtu.be/0CmtDk-joT4>

Tips on Procrastination
<https://youtu.be/irp5ghCVNAM>