Overcoming Procrastination

CAUSES OF PROCRASTINATION

Cause #1: Fear of Failure
We measure our performance as to how much ability we have and how worthwhile we are as humans. We may doubt our ability to do the work. Solution: Success comes from trying and learning from your mistakes!

Cause #2: Fear of Success
Success in college means moving on with life, getting a job, leaving a familiar situation, accepting increased responsibility, and leaving friends behind. Solution: Ask yourself – “Am I afraid of success?” or “What lies ahead in my future?”

Cause #3: Perfectionism
Perfection will most likely never be attained. Solution: Set time limits and deadlines for working on projects!

Cause #4: Need for Excitement
We get a rush from trying to beat the clock and do things last minute, which does not leave enough time to achieve the best results. Solution: Leave the excitement for other activities such as sports or competitions, and beat the clock by setting a fake earlier deadline.

Cause #5: Excellence Without Effort
We believe we can do well without putting in the time and effort (pass the test without studying, skip class, don’t need to read the textbook). Solution: Remember you chose to come to college – take the next step and do something about it! What do you need to be doing as a full-time student?

Cause #6: Loss of Control
We are now in control of what we choose to do and not do. Solution: You need to make your own goals in life! Attend college because you want to, major in a subject because you want to, accomplish tasks because they are important and have meaning to you!

TIPS FOR OVERCOMING PROCRASTINATION

• Set goals and hold yourself accountable for them, or ask someone to hold you accountable – This will set you up for success!
• Do school work when your energy level is at its highest – If you struggle to focus at night, work on things in the morning or during the day.
• Work for realistic periods of time – Know what works for you for study times.
• Avoid study marathons and all-nighters – Have an organizational system, prioritizing your tasks and taking time out of each day to accomplish the most important/high priority tasks.
• Anticipate assignments/test/projects that are coming up – Plan ahead so you will be less likely to be surprised by something that is coming up and more likely to get started on it early.
• Mix activities – Switch subjects, take breaks, alternate between easy/difficult homework tasks and input/output tasks.
• Create an effective workspace – Avoid distractions, have good lighting, and a comfortable (but not TOO comfortable) location.
• Reward yourself – When you’ve finished tasks on time, give yourself a reward that reflects the work you put in.
• Use down time to work – When you’re between classes, waiting for an appointment, etc.
• Utilize your resources – If you’re struggling, don’t be afraid to ask for help from your professors or tutors.
• “Eat an elephant” – Break up your big tasks into smaller ones and accomplish a little bit each day. This will help you get more done and will improve the quality of your work.
• Just get started – This is simple to say but can be hard to do. You can start on the shortest or easiest task, but the key is to get moving!