

OVERCOMING PROCRASTINATION

Tomorrow (noun): a mystical land where 99% of all human productivity, motivation, and achievement is stored. - Anonymous

ASK FOR HELP IMMEDIATELY:

- Procrastination can be a 'vicious cycle'; the longer we put something off, the more difficult it can be to start.
- If the material is too challenging or you are not sure how to do an assignment, see your teacher, someone at the Academic Skills Centre (ASC), or arrange to work with a peer tutor.

SET PRIORITIES:

- Tell your friends you will see them after you have finished what you set out to do for yourself.
- See the handout: **Planning Productive Study Blocks.**



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START WITH A SMALL OR MANAGEABLE TASK:

- Make a schedule, treating each part of an assignment as a separate job to get done. Cross each item off your list when it is done.
- Don't wait until you "feel like it" to get started. Starting with something small and manageable will help you focus and create motivation.

REWARD YOURSELF:

- Once you finish the work that you planned to do, acknowledge it and give yourself a reward.

"I WORK BEST UNDER PRESSURE" IS A MYTH AND OFTEN AN EXCUSE:

- Starting last-minute leads to increased errors, missed deadlines, and dreadful experiences. Instead, give yourself double the time you expect to need.

DO NOT DOUBT YOURSELF:

- Teachers don't expect perfection—just a good, honest effort.

POSSIBLE CAUSES OF PROCRASTINATION:

It could be useful to consider some of the causes of chronic procrastination.

- **A fear of failure:** "I'll feel bad if I work really hard at this and still get a low mark."
- **A fear of success:** "If I do well, my teachers will have higher expectations."
- **Resentment that others have control over you:** "I can do this, but only when I feel like it."
- **Unclear goals:** "This is a lot of work, but what's it for? Why bother with it?"

For more help, contact the Academic Skills Centre.