Overcoming Procrastination

- **Set up a contract with yourself**
  - Set up goals
  - Work for specified rewards
  - Make something you normally do and enjoy contingent upon doing the avoided task
  - Penalize yourself for not doing tasks
  - Use a Profit-Penalty System – combination of 1 & 3 above

- **Set up reminders**
  - Signs, slogans, notes, lists

- **“Bits and Pieces” approach**
  - Do little bits and pieces of a delayed task to reach the major goal rather than an all or nothing approach

- **Riding your own momentum**
  - When you get going, keep going even if it involves switching tasks

- **“Five-Minute Plan”**
  - Agree to start a project and stay with it for five minutes…consider another five minutes at the end of the first

- **Do it when you think of it**

- **Establish a set time for a routine**
  - Procrastination often leads to a disorganized life. Make up a schedule, get into a routine

- **Modify your environment**
  - Change your environment to make it more conducive to working. Move yourself to a more conducive environment for working

- **Make an appointment to study with a friend**
  - Who do I know that doesn’t have difficulty studying?

- **Remind yourself of the consequences of procrastination**
  - Emotional and physical…..recognize and alter self defeating beliefs

- **Modify immobilizing and avoidance-producing self talk based upon:**
  - Demandingness; perfectionist thinking
  - Anxiety and catastrophizing
  - Anger and impatience
  - Extreme needs for approval
  - View of yourself as inadequate or the world is being too difficult