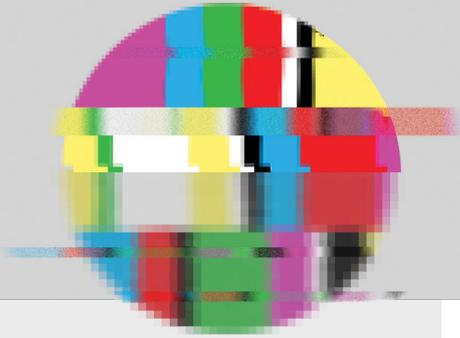


Procrastination



Online resources

ReachOut

Apps

Search on the App Store or Google Play

Finish

Finish allows you to set tasks for the short, medium and long term

SelfControl

Allows you to put a lock on your computer and mobile devices to restrict use of websites and apps that distract you

Are you thinking “Why do today what you can put off till tomorrow?”

Do you leave things until the last minute? Is it a rush to get them done on time? Do you find yourself being easily distracted?

Do you choose to do an activity you find more fun over those that require more work and have less obvious and immediate rewards?

Most students can recall times when they have put their studies off. At least 20% of people are chronic procrastinators and as a student this is much more common. While it's a normal experience you probably don't want to let it get in the way of you achieving your goals. Here are a few tips to help you get control of your procrastination.

- **Don't wait for the perfect time** to do something because it doesn't exist. There is no magical time to start reviewing your lecture notes or writing an assignment.
- **The saying ‘no strain no gain’ is rubbish.** It could be that the reason we feel like we work better under stress or working hard against a deadline is that we seriously haven't tried it any other way.
- **It's a time of great accomplishment in other areas of your life.** Putting off study does allow you to spend more time on cleaning, relationships etc but it also prolongs your anguish over your studies.
- **Minimise the distractions in your environment.** Use your common sense. Move away from TVs, turn your phone off, and if there is loud music coming from the room next to you then try heading to the library to study.
- **Break down the larger goals into smaller more achievable goals.** Instead of looking at the year, look at the month, week or day if you need to. Set yourself smaller goals that contribute to the bigger goals.
- **Write a to-do list and feel the sense of accomplishment as you tick things off** – no matter how small a task may be, you are still heading towards your goal.
- **Reward your hard work** and use the promise of the reward to motivate you in completing your goal. Think about setting different rewards for different levels of achievement.
- **Ask for help.** Study with a friend or in a study group, seek advice from your supervisor or lecturer, or contact University Counselling. It's harder to procrastinate if you have let someone know your goals and keeps you motivated to achieve them.