Do you have a procrastination problem?

Use this tool to address the way you procrastinate

If you feel like you’re always rushing to finish things at the last minute, you might have a problem with procrastination.

Use this tool to determine if you are procrastinating and how you are doing it.

Learn how to address the specific ways you procrastinate with solutions that you can use to stop putting things off until later.

Quiz

Putting things off

1. Do you often find yourself rushing to finish assignments right before they are due?
2. Do you usually put off starting tasks?
3. Do you tend to do things a few days after you planned to?
4. Do you often fail to complete everything you were supposed to get done in a day?

You did not answer ‘yes’ to any of the questions, so you probably don’t have a problem with putting things off. Well done!

You picked yes four or three times, which means that you often put things off. Here are some tips for combating that.

You picked yes two or one time(s), which means that you sometimes put things off. You have some good habits, but here are some tips for to help you fight the desire to put things off.

Just get started. Motivation builds the closer you get to completing a task. Mustering enough motivation to get things started can be the biggest challenge. Once you have started a task, you will find the task easier to work on.

Learn to spot the tricks. Your brain uses tricks to get you to procrastinate, like downplaying the importance of a task or telling yourself that the professor didn’t provide clear instructions. Learn to recognize these tricks so that you aren’t fooled

Distractions

1. Do you find yourself texting friends while you work?
2. Do you take multiple breaks for snacks or coffee?
3. When you have something due, do you often waste time instead of working on it?
4. Do you have trouble sitting down and working on something?

You did not answer ‘yes’ to any of the questions, so you probably don’t have a problem with getting distracted. Well done!

You picked yes four or three times, which means that you often get distracted. Here are some tips for avoiding distractions.
You picked yes two or one time(s), which means that you sometimes get distracted. You have some good habits, but here are some tips for avoiding distractions.

Disconnect from your tech. Social media and video games are a breeding ground for procrastination. Every video on YouTube is likely to appear to be a more interesting way to spend your time than the assignment you’re trying to finish. Limit yourself to using only the technology you need to complete your task.

Perfectionism

1. Are you overly critical of your own work?
2. Do you tend to get hung up on small aspects of an assignment?
3. Do you rewrite assignments multiple times because they aren’t perfect?

You did not answer ‘yes’ to any of the questions, so you probably don’t have a problem with perfectionism. Well done!

You have picked yes four or three times, this means that you are a perfectionist. Here are some tips on how to avoid over-working on a project.

You picked yes two or one time(s), which means that you can sometimes be a perfectionist. You have some good habits, but here are some tips on how to avoid over-working on a project.

Give yourself a time limit. Put a firm time limit on how long you will give yourself to work on a task. Dragging unpleasant tasks out only promotes procrastination. A time limit encourages you to finish the task faster.

Overwhelmed state of mind

1. Do you put off assignments that seem difficult?
2. Do you often find you don’t know where to start when working on an assignment?
3. Do you often work on non-essential tasks instead of working on big assignments?
4. Are you overwhelmed by your assignments or tests?

You did not answer ‘yes’ to any of the questions, so you probably aren’t prone to feeling overwhelmed. Well done!

You have picked yes four or three times that means that you are prone to being overwhelmed. Here are some tips for managing your state of mind.

You picked yes two or one time(s), which means that you sometimes feel overwhelmed. You have some good habits, but here are some tips for managing your state of mind.

Break it up. If a task seems too difficult or you don’t know where to start, try breaking it into smaller, more manageable tasks.

Get clarification. Having a better understanding of what you need to do will make it easier to start doing it.

You’re done!

You have completed the procrastination exercise. You now know some strategies to help you stop procrastinating.