Steps you can take to get yourself out of procrastination and into progress:

PROJECT/TASK:

Are you working on it?

What does progress look like?

YES

NO

RECOGNIZING EXCUSES

What are you doing instead?

How are you NOT justifying getting to work?

What is your goal?

GET GOING!

What are the underlying reasons?

Strategies to break your inaction/procrastination:

(see our tool: Six Reasons People Procrastinate)

(see our tool: Motivation Techniques)

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