



# Overcoming Procrastination

Procrastination means putting off an important task even when doing so will negatively affect you. Replacing procrastination with good habits can take some effort, but it's worth the investment.

## Admit that you procrastinate

It's reported that 95% of people procrastinate. And 5% of people aren't honest with themselves.

## Be honest about why you're procrastinating

Procrastinating can be a defense mechanism when we feel threatened— explore and work through these feelings.

## Know when you do your best work

Set yourself up for success by avoiding starts when you're tired and hungry.

## Eliminate distractions

Cut down on potential for derailing your progress by closing browsers, silencing your phone.

## Think of deadlines as friends, not enemies

Clear goals for each step of a project makes you feel in control and productive.

## Set goals you can reach

Break tasks into smaller chunks. Tell yourself you'll work on an assignment for 15 minutes at a time.

## Find an accountability partner

Knowing that you and a friend will check up on each other can help you stay motivated.

## Reward yourself

When you finish an important assignment, a reward can improve your productivity, refresh you and get you ready for the next task.

For more information on the [USU Academic Resource Finder](#), [Habits of Mind](#) courses

and sign up with an [Academic Success Coach](#), visit

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