Understanding and Overcoming Procrastination

Academic Learning Centre
TRADITIONAL TERRITORIES ACKNOWLEDGEMENT

The University of Manitoba campuses are located on original lands of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation.

We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.
Procrastination

What is it?

At times, do you find yourself doing activities that provide short-term distraction?

Yes

Are you sure?
Organizing your closet counts.

No

How do I know if I am procrastinating?

You are likely procrastinating, welcome!

You are not alone.
Everyone will procrastinate from time to time.
Procrastination

Why do we do it?

Unchecked procrastination can cause problems for your well-being and academic success.

- Feeling overwhelmed
- Boredom
- Lack of motivation
- Uncertainty
- Fear of failure
Procrastination

Acknowledge the feelings!

Do you feel anxiety, boredom, or fear when thinking about this task?

Use positive language to address your feelings and consider how to manage these feelings.
Procrastination

Use one or more of these strategies!

1. Create a study space
2. Commit to 2 minutes
3. Hold yourself accountable
4. Break projects into smaller tasks and assign tasks to daily ‘to-do’ lists
5. Build a routine
Strategies for Procrastination

1. Create a dedicated work or study space

• We associate spaces with certain activities
• Consider what you need for a productive space
• If you do not have access to the ideal space, consider what is most important for your productivity
Strategies for Procrastination

2. Commit to 2 minutes at a time

- Often, starting the task is the most difficult obstacle
- Commit to the task at hand for two minutes
- Take a break or repeat
- Overtime, you will build longer focus sessions
Strategies for Procrastination

3. Kindly hold yourself accountable

• Let a friend, peer, or family member know about certain tasks you wish to complete

• Ask them to check-in with you at the end of the day

• Alternatively, consider an online accountability community

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Strategies for Procrastination

4. Create and practice task management

- Break projects into smaller tasks
- Find supports
- Assign tasks to daily ‘to-do’ lists
Strategies for Procrastination

5. Build a Routine

- Regular routines reduce procrastination
- Make your routine visual
- Make your routine achievable!
Remember…

As a post-secondary student you already have an array of academic skills and strategies!

Sometimes guidance or support in implementing or adapting these skills and strategies is all you need.
Academic Learning Centre Services

- Workshops and Presentations
- Supplemental instruction (SI)
- One-to-One tutoring
- Tutor training program
- Website resources

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References


