

Procrastination Got You Down?

Take ACTION!

- ◇ Acknowledge your procrastination
 - ◇ Check your choices
 - ◇ Tell yourself the truth
- ◇ Identify your goals
- ◇ Organize your plan
- ◇ Normalize the habit

The 5 Seconds Method—All It Takes is 5 Seconds

First, envision your task, then either...

- ⇒ Determine the first 5 seconds of that activity
- ⇒ Perform the first 5 seconds of it

Or

- ⇒ AUDIBLY count to 5
- ⇒ Perform the action by the time you finish counting

Motivation and Self Discipline*

Motivation—Short-Term

- 1) Go Outside
- 2) Focus on ONE Task
- 3) Clear to Neutral
- 4) The “Low Effort” Hack

Self Discipline—Long-Term

The Development of Habit

- 1) Tasks that are resistant to excuses
- 2) Tasks that don't add extra to your day

The Cold Shower Challenge

Prioritize

You CAN
do this!

Important

*Not
Important*

Urgent

Not Urgent

1

Do these items as soon as possible

2

Schedule time for these tasks

3

Delegate or avoid these distractions

4

Limit productivity killers

*Thomas Frank Videos

Motivation—<https://bit.ly/2lew3dj>

Self-Discipline—<https://bit.ly/2KaQbj9>