

PROCRASTINATION

PICK YOUR FIX

STEP 1: LIST 3 TASKS YOU'VE BEEN PUTTING OFF

Go for variety: work, life admin, or that weird thing with a form you've ignored for weeks.

01. _____
02. _____
03. _____

STEP 2 & 3: MATCH THE TRIGGER TO THE FIX

"IT FEELS TOO BIG..."

TRY THIS

Break it into exactly 3 tiny steps. Commit to doing only the first one. Stop if you need to.

"I DON'T SEE THE POINT..."

TRY THIS

Ask "Why does this matter to me?" (not the boss). Find a small immediate reward for finishing.

"I'M SCARED TO MESS UP..."

TRY THIS

Do a deliberately "crap" first draft. Give yourself permission to be terrible. Perfection comes later.

THE CAUSE & THE CURE

"I KEEP FORGETTING..."

TRY THIS

Set a timer, phone alarm, or physical sticky note reminder **RIGHT NOW**. Do not wait.

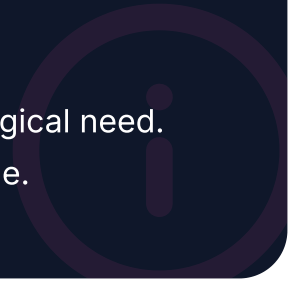
"EVERYTHING IS TOO MUCH..."

TRY THIS

Pick a 2-minute version of the task. If that fails, go for a "System Reset" (rest, water, movement) first, then try again.

SHAME-BUSTING TIP

Procrastination isn't a character flaw. It's a sign of an unmet neurological need. Working out the underlying cause is the first step to beating the cycle.



"Identify the trigger, apply the fix."