



# Avoiding Procrastination

People procrastinate for a number of reasons: fear of failure, perfectionism, or simply because they may not understand the task at hand. The important thing to remember is procrastinating does not make the task go away! Here are some tips to avoid procrastination.

- 1. Set Reasonable Goals
- 2. Prioritize The Tasks You Have To Complete
- 3. Break Larger Tasks Into Smaller Manageable Tasks
- 4. Get Started Whether Or Not You "Feel Like It"
- 5. Ask For Help If You Need It
- 6. Don't Expect Perfection
- 7. Reward Yourself!

**List events that can happen if you continue to put off a responsibility.**

---

---

---

---

---

---

---