



# *O*vercoming *P*rocrastination

1. Make a schedule.
2. Set clear and attainable goals.
3. Get you priorities straight.
4. Use the five minute plan.
5. Ask yourself, “Is there one more thing I can do?”
6. Use a regular study area – not you room.
7. Notices how other misuse your study time, and learn to say “NO!”
8. Monitor your time.
9. Ask, “is this a piano?”
10. Use positive self talk.
11. Reinforce your good habits.
12. Break down big jobs into smaller ones.
13. Enlist support from others.

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