

## **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.

Set Rea	asonable Goals
Pric	oritize The Tasks You Have To Complete
Bi	reak Larger Tasks Into Smaller Manageble Tasks
G	et Started Whether Or Not You "Feel Like It"
A:	sk For Help If You Need It
Dor	ı't Expect Perfection
Rewar	d Yourself!
List e	events that can happen if you continue to put off a responsibility.

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