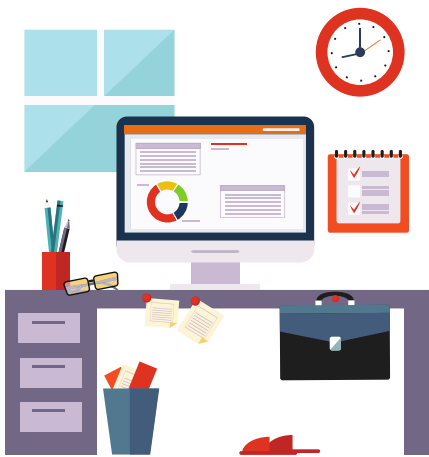


PROCRASTINATION BATTLE PLAN FOR TCU@HOME



FEED THE MACHINE

Nourish your body and your brain:

- Drink plenty of water.
- Monitor your caffeine intake.
- Treat food as a source of energy.
- Don't skip meals.
- Take breaks.



UNTANGLE PERFORMANCE AND SELF-WORTH

**You are more than the sum of your
achievements.**

- There's so much more to your worth than your accomplishments—your identity, family, experiences, knowledge, challenges you've overcome, and how you treat other people.
- It is ok for new tasks to include pivots and do-overs. Starting over does not mean your work is not good or going to get even better.
- Let go of the need to be perfect and just get started!



KEEP A WORK PROGRESS JOURNAL

Create a timeline/schedule:

- Set simple, achievable goals.
- Build a routine.
- Establish deadlines.
- Get the hard stuff done first.



ALLOW TIME TO FEEL OVERWHELMED, CONFUSED, OR UPSET.

**These feelings are normal, especially in
times of extreme change and
uncertainty.**

- Write down "figure it out" steps, such as go for a run or scream into a pillow.
- Brainstorm with a friend if that has helped you get motivated in the past.
- Create a list of priorities, start small, and congratulate yourself each time you mark one off of your list.



KNOW YOURSELF

Figure out what works best for you.

- Some people work best under pressure. If that's you, make a plan that provides that pressure and meets deadlines.
- Figure out what distracts you most and get rid of it while you are working (i.e. put your phone in another room, turn off music/tv, close your door).
- Work on understanding your learning style and find ways to customize your work to it.