

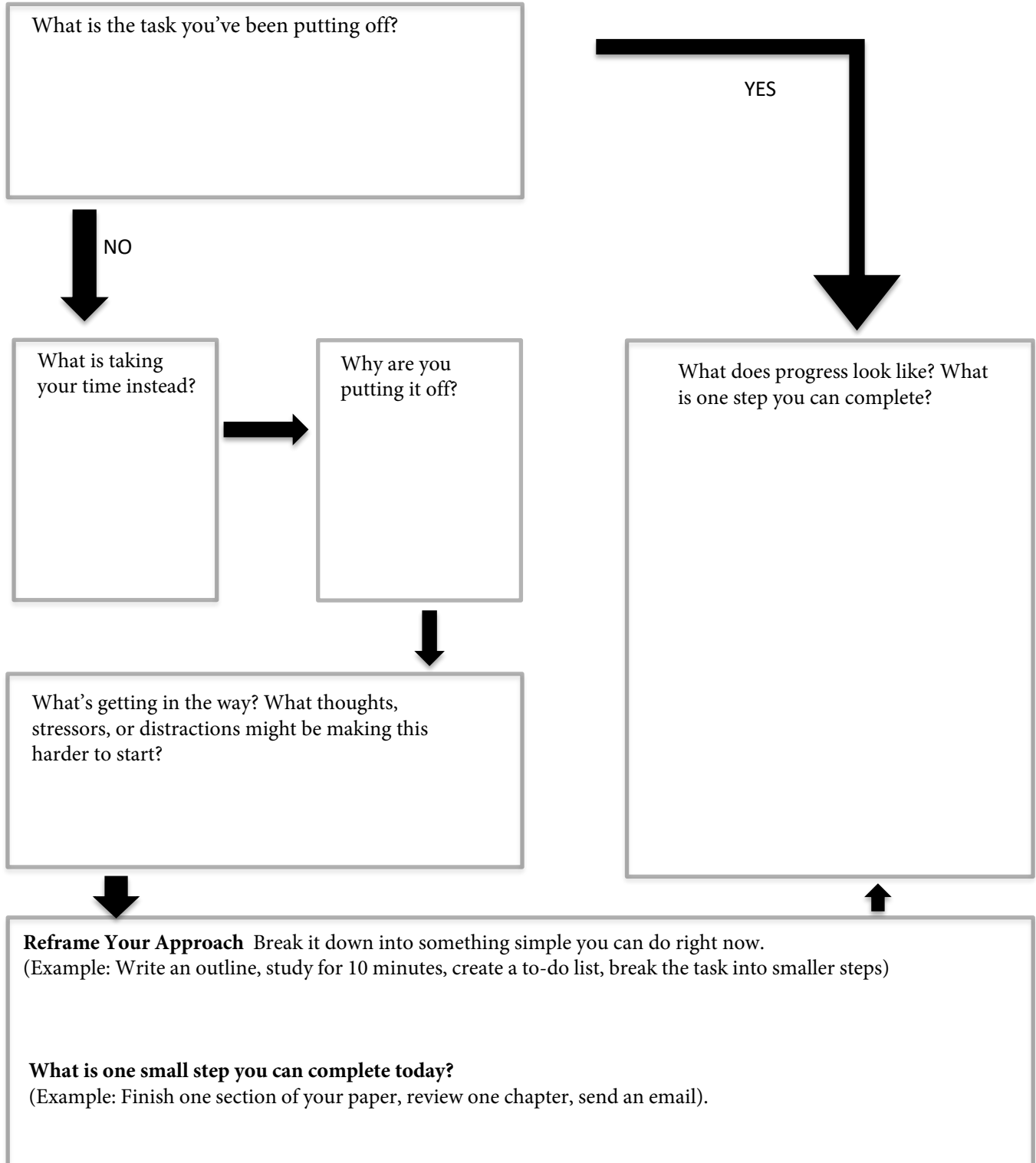
Procrastination Checklist: Focus Areas

Use this checklist to quickly identify where procrastination might be getting in your way right now. Check anything that feels true for you. There are no wrong answers.

ACADEMICS	
<ul style="list-style-type: none"> <input type="checkbox"/> Going to class on time <input type="checkbox"/> Completing readings <input type="checkbox"/> Completing assignments <input type="checkbox"/> Preparing for exams <input type="checkbox"/> Writing papers <input type="checkbox"/> Getting started on assignments <input type="checkbox"/> Breaking assignments into smaller steps <input type="checkbox"/> Spacing my work out over time instead of doing it all at once 	<ul style="list-style-type: none"> <input type="checkbox"/> Finding or organizing a study group <input type="checkbox"/> Scheduling tutoring or academic coaching <input type="checkbox"/> Communicating with instructors <input type="checkbox"/> Missing or avoiding class <input type="checkbox"/> Keeping track of due dates <input type="checkbox"/> Planning when to work on assignments <input type="checkbox"/> Following through on study plans <input type="checkbox"/> Exploring majors, career options, or future plans
PERSONAL WELLNESS/MAINTENANCE	
<ul style="list-style-type: none"> <input type="checkbox"/> Eating regularly <input type="checkbox"/> Getting enough sleep <input type="checkbox"/> Exercising or moving your body <input type="checkbox"/> Basic daily routines (getting ready for the day) <input type="checkbox"/> Managing Finances <input type="checkbox"/> Taking breaks <input type="checkbox"/> Managing stress or feeling mentally overwhelmed <input type="checkbox"/> Getting back on track after falling behind 	<ul style="list-style-type: none"> <input type="checkbox"/> Keeping a consistent daily routine <input type="checkbox"/> Keeping up with chores <input type="checkbox"/> Making health-related appointments <input type="checkbox"/> Managing your energy throughout the day <input type="checkbox"/> Starting when I intend to <input type="checkbox"/> Staying focused without getting distracted <input type="checkbox"/> Feeling overwhelmed by where to start <input type="checkbox"/> Feeling disconnected or not having support from others <input type="checkbox"/> Feeling isolated or not connected to others
WORK/PROFESSIONAL	
<ul style="list-style-type: none"> <input type="checkbox"/> Finding a job (while in school) <input type="checkbox"/> Finding internships <input type="checkbox"/> Preparing a resume <input type="checkbox"/> Using Career and Professional Development resources 	<ul style="list-style-type: none"> <input type="checkbox"/> Writing a cover letter <input type="checkbox"/> Submitting application materials <input type="checkbox"/> Preparing for interviews <input type="checkbox"/> Finding a job (career / post-graduation) <input type="checkbox"/> Putting of exploring career paths
FAMILY/SOCIAL	OTHER
<ul style="list-style-type: none"> <input type="checkbox"/> Putting off responding to messages or emails <input type="checkbox"/> Forgetting to respond or follow up with people <input type="checkbox"/> Making plans but not following through <input type="checkbox"/> Canceling plans or avoiding social interactions 	<ul style="list-style-type: none"> <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____

Procrastination Check-In: From Awareness to Action

Steps you can take to move from procrastination to progress.



Adapted from: The Academic Success Center, Oregon State University, 2010 (<https://success.oregonstate.edu/learning>)