

Introduction

Procrastination is certainly not a new phenomenon and it affects everyone in the general population, it does not matter if you are an adult or student. Even though some research has provided numerous negative consequences that are brought on by procrastination, surprisingly it is increasing in an alarming rate amongst students. Procrastination can be seen as a self-handicapping behaviour that leads to wasted time, increased stress and poor academic performance.

Procrastination could simply be described as a practise of carrying out **less urgent** tasks in preference to **more urgent** ones, or doing **more pleasurable things** in place of **less pleasurable** ones, and thus putting off impending tasks to a later time. Knaus (2000) refers to procrastination to the lack or absence of self-regulated performance and the behavioural tendency to postpone what is necessary to reach a goal.

Why do we procrastinate?

Every person has his or her own reason(s) for procrastinating. Here are some of those reasons:

- Unpleasant task – as a person you always do all the tasks which you enjoy first and procrastinate those which you do not like or enjoy.
- Overwhelming task – if a task is so big and daunting that it overwhelms you, you start to procrastinate it.
- Tendency to overcommit – sometimes we commit ourselves on thing which are not to our benefits, and they take most of our times and we end up delaying on tasks that matters the most.
- Fear of failure – since as a person you fear that you will fail, therefore you delay to attempt a certain task(s). In this case, the fear of failure becomes comforting.
- Excessive perfectionism – if you are a self-confessed perfectionist, it will be difficult to try something new.

Effects of procrastination

Some of the effects of procrastination is that, it:
Creates a cycle of self-defeating behavior.
Leads to downward spiral of self-esteem.
Can also translate into stress and (mental) health problems.
Affects level of productivity (reduce performance).

How to manage or stop procrastination?

Here are some of the best way to manage or stop procrastination:

Prioritise tasks

Eliminate your time wasters

Know your deadlines

Have a clock visibility placed before you

Develop a daily plan and a to do list

Peg a time limit to each task

Block out distractions

Additional resources

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gender differences in prevalence and reasons. *Journal of Social Psychology*, 149(2), 241-257.

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www.mindfithypnosis.com/what-is-procrastination