

PROCRASTINATION ENCYCLOPEDIA

Specific questions and problems our students had and how we solved them. Last update 8.6.2023

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60 Even when I get myself to do something, I can't stop thinking about the end result, how great would it feel if I was already at the end. So instead of doing the current task of the project, I keep dreaming about the end. Meanwhile I don't actually do anything.....26

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1 How do I stop pushing back my workout schedule every day?

If you otherwise are able to take action on other productive tasks, but working out specifically causes you trouble then it means you have certain thoughts about working out that produce sensation of discomfort. Before trying to work out, you should calm your mind first and put yourself in the moment as we discuss in week 3. This will reduce resistance you feel towards working out.

2 I often think about how I will have to do some things (like exercise) for the rest of my life and that kinda kills my motivation.

It's a common symptom of overthinking and not being in the moment. Method from week 3 is designed to calm your mind and put you into present moment instead of future. Thinking about future will only make things harder, while not thinking about it (calm mind) will make you enjoy the task.

3 Why do I always avoid confronting difficult conversations until the last minute?

It is because of discomfort that is emerging from your fears, doubts and uncertainty. All of these are things in the future, so it will be much easier if you start observing your thoughts and emotions that are happening in this moment. This will make them disappear along with majority of discomfort that is preventing you from starting a difficult conversation.

4 I think perfectionism is making me procrastinate. What should I do about it?

First of all you should understand that perfection exists only in theory. No matter how hard you try, you will never do anything perfectly. Perfectionism makes you procrastinate because you are setting yourself for impossible goal. It's like trying to do 50 000 push-ups in one hour. Such a expectation will create infinite resistance for you. Look around yourself and realize that majority of things in life are far far from perfection. But they are still good enough and have value.

5 I woke up tired and my willpower is just low. What can I do when this happens to me (almost every day)?

For the time being you must put aside every goal you have, because you will not be able to achieve it before you have more mental energy which fuels your willpower. Having a descent level of mental energy should be your top priority for the next few days. Don't spend the little willpower you have on anything else but on doing things that will rise your energy levels.

Even if going for a 30 minute walk and going to bed at appropriate time is the only thing you will achieve today, that is more than ok, because tomorrow you will already have more energy to do more. If you focus solely on eating well, exercise and sleep, you will be in much better shape in matter of days.

Don't don't worry if you will not be able to finish things that you normally do. This recharge period is only temporary.

6 My workday was productive and I didn't really procrastinate, but after coming home I don't feel like doing anything.

That's ok. No need to force yourself to do more stuff if you don't feel like. You can reevaluate however what you could have done differently today in terms of sleep, exercise and nutrition.

The most important thing you can do for a better tommorow is to go as easy as possible on your vices for the rest of today, so you don't further destabilize yourself.

7 Sometimes I get in state of flow where I forget about the time and keep working and feel elated in the process. How can I get in this state more often?

Eliminate external disctractions, prepare (calm) your mind before you begin working. Exercise before work and eat quality food which will fuel you for as long as possible. If you notice distracting thoughts, stop for a while and perform calming your mind technique. Also check answer to question 17.

8 I can be more or less productive for entire week, but on the weekend I feel like I deserve some time off and then consume all sorts of mental and food junk which destabilizes me.

This usually happens when you go too hard on yourself during a week. The trap of high productivity is not knowing when to stop working and chill out a little bit. When you go too hard on yourself, you will find yourself out of balance in terms of nutrition, exercise, work and rest. In the weekend your cravings will build up and you will have low willpower to resist them. Try going a little bit easier on yourself during a week.

9 I am suffering a lot of regret because I have missed so many opportunities and wasted so much time in my past. This thoughts make much harder to finally begin working, even though I know that's the only thing I can do. How do you deal with that?

Thoughts of regret are just thoughts. They will bother you occasionally, however if you constantly work on calming your mind, they should be no more than a regular distraction you are able to surpress before it becomes strong.

The other aspect of dealing with regret comes from a fact that when you are trully in the present moment fully engaged in the life, past doesn't really exist and will not bother you as long you stay in the moment.

10 I can make myself to begin doing a task, but I feel like my mind is just foggy, so I am unable to progress.

You have low mental energy. Eat something and get oxygen by breathing and exercise. Accept you might have to do something easier and hope your brain energy level will rise. Keep doing less intensive tasks for a day or two, while still maintaing good nutrition, sleep and exercise. That will solve the brain fog in a day or two.

11 I get extremely tired around 2-5 pm and feel like sleeping.

This usually happens when you drink coffee in the first 90 minutes after waking up. If you delay your first caffeine shot for at least 90 minutes it will also remove mental crash that usually occurs between 2 and 5 pm.

Additionally If your schedule allows you, it is great idea to schedule some sort of outside exercise (can be just a walk in the park) in this period of the day, because it will reenergize you mentally.

12 After a highly productive and successful day, I can get myself to fall asleep because I am too excited for a next day. This disrupts my sleeping rhythm and makes me tired and lacking mental energy the next day.

Make sure you have a set time in a day when you mentally log off. At least 2-3 hours before scheduled bed time you should stop working. Spend evening on socializing, relaxation and light entertainment. Drink herbal tea and make sure you spend one hour before sleep time in relative darkness without screens and visual stimulation. Also try sleeping meditation audio to further calm and relax your mind.

13 I feel overwhelmed by all the small and big tasks I have to do sooner or later, so I can't focus on the "main thing" making me procrastinate on every task.

These tasks are just another source of distraction. You have 2 options: first option is to just prioritize these tasks so you eliminate source of distraction. The second option is to schedule these tasks on a plan that is believable for you. That way you temporarily eliminated need to think about a task that is waiting you because you know exactly when you will finish it.

14 I am tired all the time. I want to do stuff, but just seem unable to due to tiredness.

For the time being you must put aside every goal you have, because you will not be able to achieve it before you have more mental energy which fuels your willpower. Having a descent level of mental energy should be your top priority for the next few days. Don't spend the little willpower you have on anything else but on doing things that will rise your energy levels.

Even if going for a 30 minute walk and going to bed at appropriate time is the only thing you will achieve today, that is more than ok, because tomorrow you will already have more energy to do more. If you focus solely on eating well, exercise and sleep, you will be in much better shape in matter of days.

Don't don't worry if you will not be able to finish things that you normally do. This recharge period is only temporary.

15 I find it so hard to maintain focus as my mind is racing all the time.

Firstly make sure your brain has enough fuel and oxygen to burn the fuel. This is your short term base to better focus.

In the medium term you need to remove internal distractions (see question 13)

In the long term you will develop focus by practice of observing and calming your mind which we went through in week 3.

16 I don't know what I really want to do in my life which makes me doubt current to do list all the time.

It is not about knowing exactly where you want to be at the end, what is important is knowing the DIRECTION you want to go. If you want to be in great shape for example, you don't have to know perfect exercises that will get you to desired state. You just need to know eating healthy and moving your body is getting you towards desired goals. What exactly you should eat and what particular excercises are best for you, you will learn along the way.

17 Sometimes I start feeling burst of energy out of nowhere, but it usually doesn't last for long.

This can happen spontaneously but is rare. The only way you can make it happen intentionally (or prolong it once it's there) is by understanding that you need to keep motivation stable (week 1), maintain high levels of mental energy (week 2) and to keep eliminating discomfort and resistance by constantly calming your mind (week 3). If you keep all 3 components in favourable balance spans of high motivation and productivity will occur regularly and last much longer.

18 Why I work better under pressure, but when I have a lot of time at my disposal, I don't feel like doing it?

This happens because your motivation is genuinely higher when you are closer to reward. If there is a deadline your reward is not getting hurt by consequences. If doctor tells you "if you keep smoking it will kill you at the old age", reward of not dying is far in the future. However, if doctor said "If you smoke one more cigarette, you will immediately die" you would be much more motivated not to smoke another cigarette.

19 Sometimes I can't find anything that would motivate me enough to begin working on it.

Think about one attainable thing that would make you happy if you had it right now. If you want it, it means you are motivated to get it. Now follow the principles from weeks 1-4 and you will be able to take action on it.

20 I am impatient, I want my results now, but at the same time I know I have to do a lot of work before I will actually get there.

You are not focused on the present moment which could feel enjoyable. If you think outside of this moment (future or past), you will make this moment unnecessarily miserable.

21 My problem is not lack of motivation, but is impatience. Often I wake up excited to start working on my project (which I used to procrastinate on), but I neglect other things I know I should be doing before beginning to work on project (for example, I know I should get some fresh air, eat something of quality before beginning to work). This usually causes a crash in my willpower later in the day and I am again in state of low motivation and discipline, even for a project I was all excited for in the morning.

In this case productive work is acting as your quick fix. You literally procrastinate on getting fresh air by going straight to work. Approach it as that and you will sort it out quickly.

22 I don't seem to be passionate about anything, so it's hard for me to get highly motivated for anything.

See answers to questions 16 and 19

23 Why is so hard for me to begin a task, but when I begin for one reason or another, the task is not as hard as I've imagined

There are 2 forces causing that:

1. When you begin working on a task resistance of the task is reduced. This happens because a lot of discomfort comes from fear of how hard the task will be rather than from actual discomfort doing a task causes. Once you begin working on a task you neutralize the fear.
2. Any progress feels rewarding and releases more dopamine, which motivates you even more to continue with doing the good job.

24 Why my willpower is so low hours or even days after dopamine binge?

This happens because quick dopamine fixes cause quick dopamine crashes. The longer and more intense your dopamine binge is the longer will be time you need to recover, provided you stop with binge of course.

25 I've noticed I procrastinate just on specific tasks I wish I would be doing. For example I have no problems working on my side project, but can hardly make myself go for a workout in gym.

Problem is both task might represent reward (motivation) of same significance but are related to different level of resistance which you can minimize by calming your mind and staying in the present moment. Also check answer to question 1.

26 Why I feel more motivated for one productive task but not for other, even though they are equally important to me.

Problem is both task might represent reward (motivation) of same significance but are related to different level of resistance which you can minimize by calming your mind and staying in the present moment. Also check answer to question 1.

27 I always feel I need to prepare myself more before I start working and eventually never begin.

Check answer to question 4 on perfectionism.

28 I can't get myself back to work after a lunch. Or my energy is so much lower that I am not able to do anything meaningful anymore.

First of all make sure that for lunch you choose foods that are low in carbonhydrates, because the more carbs you eat the more your glucose (which brain uses for focus and thinking) will crash.

Secondly, check answer to question 11 about coffee consumption and potential crashes that can follow.

29 I can't get up in the morning and spend too much time snoozing and laying before getting up.

Problem with snoozing is not addressed in the morning, but the day/evening before.

Put your alarm clock away from your bed, so you need to get up in order to press snooze.

Make sure your evening routine is ok (week 4). No or light foods, no screens, relaxation before bed time and so on.

30 My energy levels seem to fluctuate from very high where I feel able to do the work to very low where I feel like just laying down and doing nothing.

Such fluctuations are usually caused by consuming food high in carbon hydrates. While it is normal for your energy to slowly deplete through the day, sudden fluctuations are usually related to eating food high in sugar. Solution lies in moderating your sugar intake, meaning you don't cut it completely from the beginning but rather choosing less sugary option. This will slowly stabilize your level of energy.

31 Why in the evening after entire day of procrastinating I get motivated for the next day, but when next day arrives I find myself in the rut again, unable to do anything about it?

There are 2 possible explanations for this. The first explanation is that you become motivated by guilt, knowing you are about to waste yet another day. Second most common reason for burst of inspiration in the evening is that you are not “expected” to do anything as it is evening already. Low expectations also mean lower resistance, because you cannot fail.

32 When I take adderal I feel motivated and my focus and willpower seem to be very high. How can I feel similar to being high on adderal without actually taking it?

Adderal works in a way that makes your brain release a lot of dopamine for extended period of time. Because dopamine equals motivation, it is easy for you to begin and keep working. Dopamine also increases focus, because it stimulates (increases capacity) of your prefrontal cortex – region of brain responsible for rational thinking.

33 I am much more motivated and productive after smoking weed, but when I don't smoke I am hardly able to do anything productive.

Similar to adderal, weed also increases release of dopamine, so see answer 32. If you are regular user of weed, your dopamine level is especially low, because of cravings caused by mental addiction.

34 Is caffeine good for dealing with procrastination and low energy?

Caffeine is stimulant which will temporarily increase transmission of energy in your brain synapses. This will give you a feeling of higher energy. While there are different opinions on coffee I personally find to be most efficient when consumed more than 90 minutes after waking up and at least 12 hours before sleep time. If you are suffering low energy there are other more sustainable and consistent way of increasing it (nutrition, good sleeping patterns, maintaining stable dopamine levels).

35 How can I get rid of this feeling that I want reward here and now?

This feeling is caused by low dopamine. The lower your dopamine level is at the moment, the more immediate rewards you are looking for in order to feel better. Once you stabilize your dopamine level, you will not crave immediate rewards anymore and will be capable of much more patience.

36 What is a still healthy amount of social media, netflix, games, junk food and other “unproductive” stuff?

In terms of dopamine spikes and crashes no amount of “quick fixes is healthy, because you will always feel a bit less motivated after taking a quick fix. However, we are human, so taking them in moderation is most realistic way to go. What is important here is *when* you indulge in your vices; if you watch hour of netflix after a long productive day, that will spike and crash your dopamine, but crash will not feel as bad, because your dopamine is high from successful and productive day.

37 During one productive task my mind is constantly reminding me of all the other stuff I still have to do, or I should be doing.

In this scenario making a plan will remove distraction of thinking about all the other stuff you have to do. Once you set a time when you plan to do a task that is bothering you, it will not act as a distraction anymore.

Another, more universal advice is to calm your mind by performing an exercise we have learned. This will slow down your mind, so it will not jump to other tasks that shouldn't be in your primary focus.

38 I can get a burst of strong motivation after watching a motivational video or some other inspiring material but this motivation so quickly disappears, usually before I even get myself to begin working. Why is that?

It is all related to how dopamine works. When you watch motivational video you usually visualize you achieving the goal, which can release a lot of dopamine. However once you stop watching motivational material, dopamine will stop releasing in matter of seconds.

Motivational material can be useful though; it can help your brain remember what reward you are chasing. This means you will subconsciously remain visualizing goal achieved for a bit longer and that will keep your dopamine (motivation) elevated for a while.

39 I feel like I have to do so much stuff and change so many habits in order to be happy and just thinking about all this makes me desperate. What can I do about that?

First of all, you need much less than you imagine in order to be happy. Secondly, once you begin following 3 step system on basic level, you will quickly start noticing improvements in areas of your life. The good news is, once your snowball of productivity starts rolling, it will become addictive, meaning you will want to do more and more. Once you begin, you will actually enjoy the process and feel good about yourself, regardless of the fact there is still long way to go.

In the evening my willpower is really low (even after productive day) and even though I am tired, I procrastinate with getting to bed and sleep. Sometimes I spend hours of scrolling and youtube before deciding to sleep. This then makes me tired and low energy the next day.

This is common at the beginning of your journey, when you begin your days will low willpower while in the evening it only gets worse. Following a healthy before sleep routine itself requires willpower.

However once you begin stabilizing your energy and dopamine levels in addition to spending less energy by going through your day with a calm mind, you will quickly notice stronger willpower in the evenings, which will allow you to follow a healthy before sleep routine.

40 Why I feel motivated and ready to work in early hours but the later it gets, the less motivation I have?

You don't have less motivation later in the day, but you have less energy which you spend through the day. So, in order to assure high levels of willpower in the evening, you should focus on eating enough, providing enough oxygen to your brain by exercise and saving energy by staying in the present moment without wasting energy on internal and external distractions.

41 Why sometimes my mind seems to be more distracted than others?

There are two main factors: first factor is your level of dopamine. If your dopamine level is far below base level, your brain will constantly search for quick fix (also called being ADHD).

Second factor are distractions, which can be internal (thoughts, worries, unresolved trauma) or external (your obligations, notifications and other distracting factors in your environment).

42 I have a morning ritual which energizes me for the day. But on days when for one reason or another I don't do my morning ritual, I feel like I've already messed up and find myself harder to do any meaningful work at all.

There is nothing wrong by skipping your morning ritual or completing it to a lesser degree (for example going just for a morning walk instead of running). You didn't mess up, your willpower is just lower. The important thing here is that you keep following 3 steps of the system to the degree your existing willpower allows you. This means for example that just because you were not able to get yourself meditate in the morning that you have to start eating just junk food and scrolling social media all day. It means you will be less productive while still on the track to stronger willpower that will emerge again soon.

43 Why am I able to do some "hard" tasks with ease but some "easy" tasks seem impossible for me to do?

This happens because "hard" tasks are more rewarding than "easy" tasks are boring. Just calm your mind which will allow you not to think about how boring a task is and eliminate resistance of the task. Secondly, doing any productive task will rise your dopamine levels and motivation. So do another productive task and then come back with higher energy to boring productive task.

44 Why can I feel extremely hyped for one project when thinking about beginning it, but when it's time for action I am unable to do even the first simple step?

This happens because when you are thinking about project or even planning it, you are all excited due to visualized reward which releases dopamine and sensation of motivation. However, when you are in front of a first task, your mind will produce all sort of thoughts (fears, insecurities, doubts) which will create resistance.

45 I have so many things I have to do that I don't even know where to begin.

Life is always full of things you have to do and it will stay that way. So, the only way is to enjoy the process. And you do this by calming your mind, so you don't think about all the things all the time and then slowly begin with easy tasks, which will make you feel better and more motivated for biggest tasks. Remember, you are not after the rewards, but after the feeling of satisfaction that will arise when you are productive, regardless of how much work you have left to do.

46 I am very depressed and can't really do anything substantial. What do you suggest?

There are different possible reasons for your depression. While some of the reasons, like heavy psychological trauma can might need professional help of different sort, a lot of reasons for your depression might be alleviated with our 3 step system. Take a second and think what attainable goals would make you less depressed if you achieved them. Now think about what would you have to do in order to start moving in that direction.

If you know what to do, now the only barrier is actually taking action. Follow the 3 step system and understand that just doing the absolute tiniest step will make you feel better and start your snowball rolling.

47 What is the first step for me to step out of the procrastination rut?

First step is to start moderating intensity of your quick fixes. You want to choose a slightly less pleasurable activity than usual. If you play a lot of video games, choose game that is just a little bit less pleasurable. If you eat sugary food, choose slightly less sugary cake. This will feel manageable but will bring a noticeable boost in your confidence and motivation to go even further.

48 In the morning I find myself unable even to check my motivational material, let alone to listen to audio even though I know it would make things easier later.

Remember that the 3 step system is the bulletproof and the quickest way to get you back on the track. You cannot force yourself to do anything though. For that reason my only advice would be to observe how motivated you are through the day and when you feel a tiny bit of motivation use it to do something small but productive from 3 step. This will assure you more potential for coming days and hours.

Accept that this day might go to waste just so many others. BUT, also know that if you are able to reduce your quick fixes through the day just by 1%, this will make the next day slightly better than today.

49 After successful and productive session, day or week, I feel entitled to some unproductive reward which usually spirals me back down to procrastination rut. How can I prevent that?

This is symptom of burning excessive mental energy. First of all, ask yourself if your mind is calm during productive tasks. If your mind is constantly distracted by thoughts and other external factors, you are burning more energy than your tasks require. Secondly, once you assure you are not burning much more mental energy than your tasks require, make sure you don't go too hard on yourself. Understand that you need time to rest and unwind. Try adding extra hour of entertainment or relaxation into your workdays and see if problem persists. Also take at least one day per week off.

50 My overthinking about everything is draining my energy thus making me unable to do anything substantial. How can I stop that?

Calm your mind more often. Allocate time in a day for thinking, so you don't have to do it all the time being afraid you will forget to think about something. Remind yourself you will never be able to think yourself to perfect solution.

51 I'm using the app and have created my own motivational slideshow, but I find myself dismissing a notification, so I don't even go through my motivational material and instead stay in procrastination cycle doing stupid stuff.

This is because you think to yourself "when I click the notification this will lead me to doing the work which I don't feel like doing right now". Remember that clicking a notification will make you feel better instantly, regardless of if you do the task later or not, so you have nothing to lose. Also moderate your quick fixes because your motivation is currently very low, probably due to high spikes and low crashes.

52 When I try to meditate, my thoughts start racing and I can't calm them. After a few seconds I have no other choice but to stop.

Your thoughts are always racing, it is just now when you tried to meditate that you noticed that! Understand that your thoughts will stop racing and burning excessive mental energy once you observe them without giving them more energy by trying to stop them. Even if you can meditate only for 20 seconds, that is ok, because the next time you will be able to do better. It is a practice that gets progressively easier.

53 Sometimes I forget about your method and spend days on procrastination autopilot.

You should download our app that is designed for you not to forget.

54 I procrastinate with getting up from bed, I smash snooze button every morning and feel bad about it through entire day.

There is nothing you can do in the morning to prevent you from smashing a snooze button or just staying in a bed for another hour.

How effectively you wake up is determined by day before. Use your motivation today to improve your nutrition, before sleep routine and to put phone away from bed. For that

however, you will need to check other advice on how to assure enough willpower in the evening.

55 When I take a “short” break from productive work, this short break turns into wasted day on social media and watching youtube. How can I go back from break to productive work.

Problem lies in the nature of your break. If your break means doing something that will quickly spike and crash your dopamine levels, then I can assure you that your motivation for doing anything productive after will be nonexistent.

56 Even if get my self to begin working on something productive, I have this constant feeling that I am missing out on something. How can I get rid of this feeling that holds me back during the work.

This happens because either because your dopamine level is at low level or because your mind is not calm.

57 How do I know whether my problem is low brain energy, low motivation or too high resistance?

If you feel tired (or you feel brain fog), your brain energy is low.

If thought of completing a task doesn't feel good enough for doing the task would be even worth it, your motivation (dopamine) is low.

If your mind is racing when you observe it before doing the task, resistance of the task is high.

58 In the afternoon or evening I often catch myself saying to myself: “It’s already late and I am rather tired, so I can continue doing something tomorrow”. The problem is, that I know that this is not entirely true and that I would be able to do it yet today but I just choose to believe lie I tell myself. Then I waste remaining 5-6 hours of doing nothing before actually going to bed.

Your motivation (dopamine) is probably low due to spikes and crashes that resulted from your previous actions in the day. You can try doing something easy but productive. If you are able to do that, great, you just started adding to your fire of motivation. But if you are unable to do even the easiest productive task, then your motivation is too low. The best remaining thing you can do is to moderate your quick fixes for the rest of the day to the best of your ability, so you will be better off tomorrow.

59 Even when I get myself to do something, I can’t stop thinking about the end result, how great would it feel if I was already at the end. So instead of doing the current task of the project, I keep dreaming about the end. Meanwhile I don’t actually do anything.

In that case, thought of achieving your goal is just another internal distraction. Calm your mind and focus on the present moment to alleviate this distraction.

60 I have diagnosed ADHD and I feel your method almost impossible to use, because my mind is racing all the time and my motivation is never stable enough. What do you recommend?

ADHD is a state of brain where fluctuations of dopamine are very frequent and rapid. As always you should begin by trying to moderate intensity of your dopamine fixes. For majority of people that will help stabilize dopamine over time. In my experience majority of people don’t suffer from physiological defect that would affect their dopamine mechanism. It is much more likely

you suffer ADHD symptoms because of your behaviour in the past (for example, constantly indulging in quick dopamine fixes like social media). In that case changing your behaviour (starting with dopamine moderation) is the path to permanent solution. Human brain evolves slowly, so it is much more likely that rapidly increasing number of ADHD diagnosis in population is related to behaviour changes due to new technology that offers us wider access to instant gratification.

So, try moderating intensity of your quick fixes and if that doesn't help, consult a doctor.

61 Stress is killing me, the more stuff I have on my to do list, the harder it makes for me to begin somewhere. Help please!

See answer to question 45.

62 It happens to me that I stare at the empty screen for hours waiting to be able to write something. On other days I just find it easy to do whatever I need to do in 30 minutes. How can I solve this situation?

Try calming your mind to decrease mental resistance. If that doesn't work, try doing something easier but still productive which will give you more motivation for the task you procrastinate on. Also, if you haven't already, eat something healthy and go for a short walk to increase your mental energy.

63 How can I deal with decision paralysis when I am unable to make even a simple decision so I postpone it to later?

Decision paralysis comes from perfectionism, because you really want to take best possible decision. Check answer to question 4. Also calm your mind to alleviate fears and doubts about potential outcomes of your decision.

64 How do I set up priorities when I have multiple tasks to do?

Unless you are about to miss the deadline if you don't begin right now, always prioritize exercise, nutrition and sleep, because this is the best possible investment of your time for you to be able to complete all the tasks in shortest timespan.

It doesn't really matter in what order you begin tackling your to do list as long you begin and keep working. I always ask myself which task requires the most willpower and then try doing it. If I am unable to maintain working on a particular task, I switch my focus to something easier (but productive) and try coming back to harder task later. In any case, you should not neglect 3 basic pillars: dopamine regulation, exercise and nutrition.

65 Why is it that even if I am aware of the fact I am procrastinating at this moment, I am still unable to stop it? What should I do when I catch myself procrastinating?

You should understand that you procrastinate because you don't feel like doing something. And following the 3 simple steps will make you feel like being productive, without requiring a effort to begin step 1.

66 Why splitting big task in smaller ones almost never works for me. Am I doing it wrong?

It doesn't matter into how small pieces you divide your big task, if you are constantly thinking about all the small tasks that are waiting for you when you finish this small one.

The only way to properly split big task into smaller ones, is to focus exclusively on present moment. Because our life is nothing but collection of moments from when we are born to the moment we die. And every task also consists of many moments.

Calming and observing your mind (from step 3) will put you closer to the present moment, where you don't think about the future or past. More mindful you are, the less thinking about future will bother and cause resistance.

67 What can I do to increase my motivation when I don't feel like doing anything?

The smallest task you can do to increase motivation is to moderate intensity of your quick dopamine fixes. As we explain in step 1, motivation will come back itself.

68 I always find myself browsing the internet or scrolling through social media instead of working. How can I curb this habit?

Stabilize your dopamine level. You are craving scrolling on social media because your dopamine level is low and you are just looking for a quick fix to make you feel better. When you feel well, your the need for quick fix will not exist, because there will be nothing to fix.

69 How do I stop delaying tasks that I find boring or uninteresting?

You should do something else that takes less time but is still productive. After doing other easier productive tasks, your motivation will naturally increase and will make a boring task easier to begin with.

70 I often procrastinate because I fear failure. How can I overcome this fear?

First step is to calm your mind. Fear is created by thoughts that are racing in your head. At the later stages, when you are able to maintain calmer mind for longer spans of time, you will learn that meditation practice can dissapate your fears so certain thoughts will not even occur in the future.

71 Why do I always feel more inclined to do tasks that are due later, rather than the ones that are due sooner?

Because percieved reward of certain tasks is higher. Solution lies in stable increase of dopamine levels by performing other easier productive tasks.

72 I always underestimate how long tasks will take and end up procrastinating. How can I improve my time estimation skills?

When your mind is calm, you are present in the moment and you don't really care how long the task is going to take. Estimation skills are developed by gaining experience.

73 I often procrastinate by doing less important tasks first. How can I avoid this?

As long the tasks are of productive nature, there is no problem with that. I would even recommend you do easier, less important tasks first, because that will naturally remove distractions (thinking about having to do something makes any task harder) and provide a healthy boost to your dopamine (motivation) level.

74 Why do I always feel more productive at night, when it's time to sleep?

See the answer to question 31.

75 I procrastinate because I dread the feeling of being judged or criticized. How can I handle this?

You handle this the same way you handle any other unpleasant feeling. You calm your mind, observe the feeling and it will start disappearing. For longer you stay in meditative state observing your feeling and letting it be, the more you will resolve core of the problem. How long eliminating the root will take you, depends on how strong and complicated the core of the problem is.

76 Why do I procrastinate more when I'm feeling stressed or anxious?

Feelings can create a high resistance for any task, even the easiest ones. All feelings are caused by thoughts, so calming your thoughts, makes feelings less potent and thus resistance less problematic.

77 I have trouble focusing for long periods, which leads to procrastination.

Ability to focus depends on how long you are able to sustain high levels of energy and dopamine in your brain. When you notice that you are losing focus, use answer to question 57 to diagnose the most probably cause of you losing focus. Losing focus is usually related to neglecting appropriate nutrition, physical exercise or working with unsteady mind.