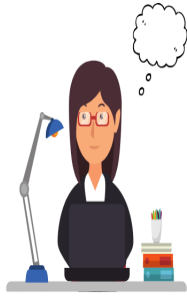


Tips to Tackle Procrastination



Description

You can end up wasting a lot of time procrastinating. Procrastination leads you to a vicious cycle of postponing or canceling things. Regular procrastination can hamper your progress and negatively affect your career graph. Follow these tips to effectively tackle procrastination.

Tips to Tackle Procrastination



Organize yourself



Set manageable goals



Set deadlines



Avoid distractions



Take regular breaks



Reward yourself after you complete a task



Finish difficult tasks first



Ask someone to keep a check on you

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#SmartShorts

Category

1. Checklist

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