

A young man with brown hair is sitting at a wooden desk in a dimly lit room, looking at his smartphone. He is wearing a grey and white long-sleeved shirt. On the desk, there is a laptop, a large open book, a pen, a white mug of coffee, and a sticky note that says "DESSIE RAOGE". To his left, there is a large calendar on the wall titled "DOSFASTTONE", a lamp, and a stack of books. In the background, another person is sitting on a couch. On the wall behind him, there is a clock showing approximately 1:50, a poster titled "DELAEE", and several sticky notes, one of which says "DISCRAGTING".

Procrastination

The act of delaying or postponing tasks despite knowing that it may have negative consequences.

Depression and Procrastination

- Low Energy Levels – too tired so *delay*
- Self-Doubt & Perfectionism – “I am going to fail” so *delay*
- Anxiety and Feeling Overwhelmed – its too much so *delay*
- Guilt and Avoidance – looking at a task that has already been delayed causes guilt, so *further delay*

Tips for Low Energy

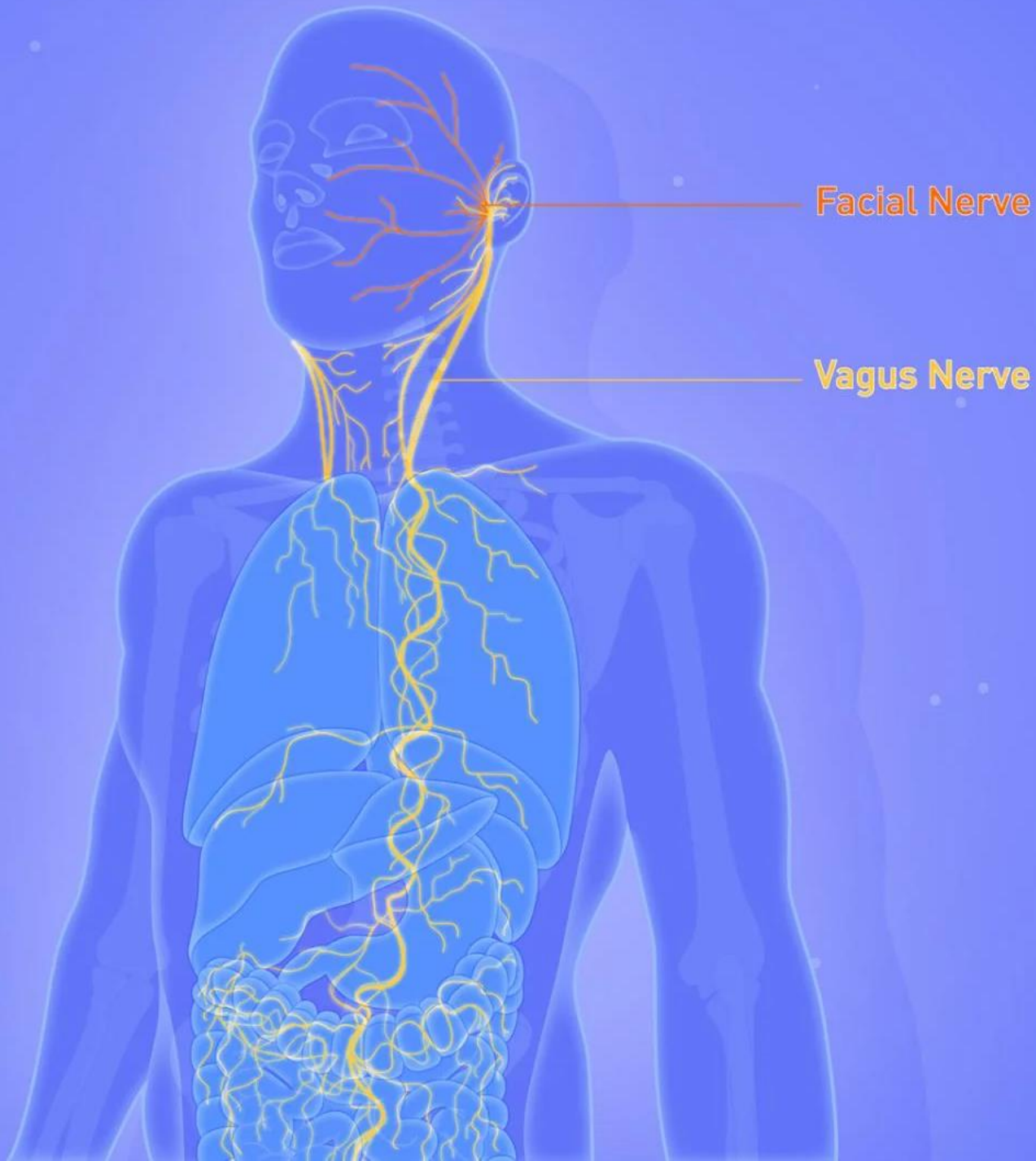
- Eat regularly
 - Eat three meals per day and stay hydrated. If this fundamental is not taken care off, nothing else will improve!
- Adequate Rest
 - Aim to sleep between 7-9 hours over a 24-hour period.
- 5-Minute Rule
 - Work on your activity for 5 minutes and then take a break if you need. Starting is often the hardest part, so often 5 minutes can grow into a much longer time.
- Body Doubling
 - Do the task with someone else (virtual or in-person) to help with accountability.

Tips for Self-Doubt & Perfectionism

- Thought Record:
 - Do a thought record to reduce and cognitive distortions that might be contributing to procrastination. All or Nothing cognitive distortions are likely present.
- Strengthen Alternative Thoughts
 - Write and repeat affirmations daily informed by your evidence-based alternative thoughts
 - Carry cue cards that help you remember your alternative thoughts
 - “Progress over perfection” & “Done is better than perfect”

Tips for Feeling Overwhelmed

- Break Tasks into Smaller Steps
 - Clean Kitchen → Clean Dishes
 - Continue to break down the task into smaller parts until it seems more manageable.
 - Use SMART Goal Sheets to assess plausibility of goal.
- Two Breathing Techniques to reduce feeling overwhelmed
 - Ice Pack Exercise
 - Physiological Sighing

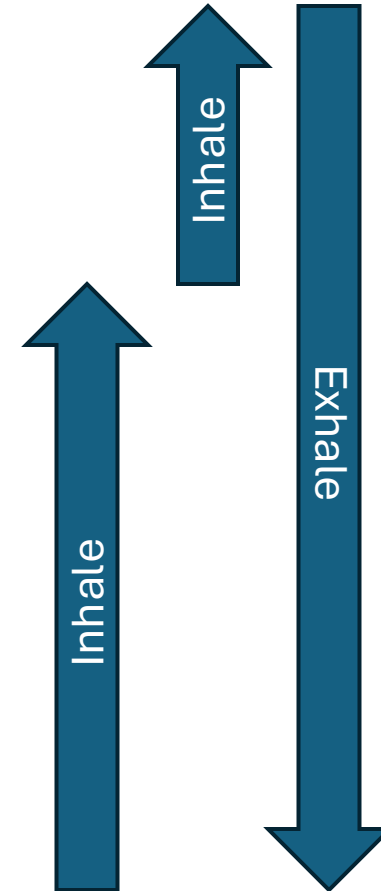


Ice Pack Exercise

- Vagus Nerve is responsible for mediating parasympathetic activity in the body.
- Cold compresses can stimulate the Facial Nerve which then activates the Vagus Nerve.
- Exercise
 - Hold Ice Packs on cheeks for 10 seconds while holding breath.
 - Take 1 minute break
 - Repeat 2 more times at 15 seconds and 20 seconds.

Physiological Sighing

1. Take deep breath through nose, filling lungs as much as possible.
2. Without exhaling, take a second smaller inhale “top off” your lungs.
3. Exhale slowly and fully through your mouth.
4. Repeat 2-3 times



Tips for Guilt and Avoidance

- We need to remind ourselves why we need to do the task and why it is important in the long run for our own wellbeing.
- The Choice-Point Exercise is a technique that helps us make decisions and to act in accordance with our values – especially when we are depressed or procrastinating.
- The Choice-Point Exercise can also help us see the costs of payoffs of either doing and not doing the task which can help us make an informed decisions of how to act.