

# PROCRASTINATION CRUSHER

A FOUR PART ACTION GUIDE



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Hello

# THE 4-STEP PROCESS

## Are you Tired of "Putting Things Off"?

Procrastination is a real challenge for many creative entrepreneurs who have to battle negative brain chatter to achieve their objectives.

By working through this 4-Step Guide, you will become clearer about:

- \* **What you want to accomplish**
- \* **Why it matters to you at a deep level, and**
- \* **How you already have the power to take the first action step today.**

This Guide will show you how to:

**REPLACE WILLPOWER WITH A DEEP AND POWERFUL SENSE OF PURPOSE AND DIRECTION, THAT COMES FROM YOUR OWN, UNIQUE, SELF-MOTIVATION.**

I hope that you find this Guide useful and that it helps you to become more motivated and productive.



Click Below for More information and Resources on Productivity.

# STEP ONE: RECOGNISE THE POWER OF INSTANT GRATIFICATION

## **We have all been there**

We wake up on the first of January and make a firm commitment that this year things are going to change for the better.

Top of the list is often a new exercise or healthy eating regime, especially if we get a shock when we stand on the scales after the Christmas holiday period.

Gym membership soars at the beginning of January and the training rooms are packed – but if you come back a month later, you won't have any problem finding an exercise machine.

Why is this?

We don't have the motivation to make the effort to attend and the resilience to stick to our decisions.

Do we want the long term benefits of being healthier and fitter?

Of course we do. The problem is - we don't want those future benefits as much as we want the alternatives on offer today.

The immediate short term rewards outweigh the long-term benefits.



# STEP ONE: RECOGNISE THE POWER OF INSTANT GRATIFICATION

## **Every minute of every day is made up from Micro Decisions.**

Now apply exactly the same problem to other areas of your career and your business where you know that you desperately want to change, or must change, but somehow you have never got around to doing it yet.

You keep putting it off. As though the problem will magically go away because you are not facing up to the challenge head-on.

So you fill your time with short term projects and general “busyness” instead, and sit down at the end of the day tired out from the long hours that you have worked, but somehow you don't seem to have moved forwards.

Does that sound familiar? it does to me - because I have been there!

People say “Oh, I simply don't have the willpower to stick with that diet/exercise regime/new training course/business initiative/write 2000 words a day.”

What they really mean is that they are blocked in one of two ways;

Block 1: “I don't want it enough. It isn't important enough to me and it is too big a risk to start just for fun. I might get around to it one day, but it doesn't matter if I don't start working on it today/this week/this month.”

Block 2: “This is my dream and I want this so badly, but I am terrified that I won't be able to make it work. This project will mean sacrificing so much time and money which I could be spending on the people I care about. What if I fail? I will feel that I have let them down.”

**Which block do you identify with the most?**

## STEP TWO: YOUR WHAT AND YOUR WHY

### **How do you break free from the myth of willpower and make fundamental changes?**

**By Understanding your WHAT and WHY you have not done it**

#### **ACTION STEPS**

Find your favourite pen, a sheet of paper or your journal or diary, and take a few minutes to sit in silence so that you can focus on your thoughts.

#### **1. Write down ONE SPECIFIC THING in your life that you have been putting off.**

This could be from any part of your life such as your health, career, and business, family or relationships – that is entirely up to you. Nobody else will see your list, so you can make it as personal as you wish.

Example. I would love to clear out all of the junk from the spare bedroom before the summer but somehow I never get around to even starting it.

#### **2. Write down how you FEEL about that challenge that you have been putting off.**

Example. The spare room is a dumping ground for clothing and junk for the whole house and it brings me down every time I go in there. I wanted to turn that room into a home office instead of using the kitchen table.

Instead, the room is another depressing sign that my life is out of control.

#### **3. WHY do you really feel that way?**

Example. I used to wear the clothes in that wardrobe when I was slimmer. They remind me of how much weight I have put on, but I will be slim again one day. It would be silly to throw them out.

## STEP TWO: YOUR WHAT AND YOUR WHY

**Now you Have to Dig Deeper into WHY you want to achieve this Objective and Experience the End Result in Your Life. This can become uncomfortable but it is worth it, so dig as deep as you can.**

### **ACTION STEPS**

#### **4. WHY do you really, *really* feel that way about the challenge?**

Example. I can't throw those old clothes out because they were part of my old identity. The old me wore those expensive smart suits and shoes for work. I was successful then and burning with enthusiasm about all of the great things that I was going to do in my life. I was so in control back then. If I throw them out, then it is saying goodbye to all of those hopes and dreams I had back then.

I cannot do that. It is simply too painful.

#### **5. Take a deep breath. Exhale slowly. Then take another breath and exhale even more slowly. Now breathe normally.**

#### **6. Write down 3 ways how completing this challenge will bring benefits to your life.**

What will happen if you finish this challenge that you have been putting off? Try to be as detailed as possible when you describe the benefits and changes, so that you can almost see them in your mind.

#### **7. Write down how you NOW FEEL about the challenge that you have been putting off.**

## STEP THREE: ACCEPTANCE

### **Accepting where you are RIGHT NOW in your life.**

What you wanted and needed in your life 5 years, 3 years, 1 year or even 6 months ago are going to be different from what you need and want today.

That's why this moment is the ideal time to reassess your current needs and wants. Today. Right now.

Example. You need to clear the clutter from the guest room because you want to create a home office in that space and start a side hustle. How badly do you want to start that home business? Do you see it as the best way that you can generate enough income for you to leave your 9 to 5 day job and work from home?

If that is the case then not having a working space is preventing you from generating the income you need to make positive and real change in your life, which will benefit both yourself and your family.

The clutter in that room is your past. Good and bad. Now you need that space to move forward and replace your procrastination with positive energy, excitement, and enthusiasm.

YOU have to decide that this situation cannot continue. Life is for living NOW. Having fun and being in the moment NOW.

## STEP FOUR: TAKING ACTION

### **Take one action today. No matter how small**

**Make a list of all of the action steps that you would need to take to complete the one challenge you identified earlier.**

Then break the first step on that list into a number of short and quick wins.

Those small actions will kick-start your momentum, even if it is only 5 or 10 minutes.

There are bound to be obstacles and blocks which could slow you down, but that's okay because you know where you are going and you can drive around them.

Example. One of those boxes had bundles of old photos from your college days. It's fine to spend a couple of hours going through them and scanning the ones you want to keep.

Don't forget to give yourself some form of reward, because you are on your way to living the life you deserve, and the self-respect that comes from achieving something challenging, instead of looking for it from other people.

**You've got this. You can do it!**

**For More Information and Resources Click the Link Below>>**