



Famous last words: "I'll do it later."

Download your **FREE self-assessment** to discover the **REAL** reasons you avoid tasks and help you **STOP Procrastination NOW!**

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S.T.O.P. Self-Test for Optimal Productivity

Pick **one** task you have put off that is nagging at you. Imagine yourself seeing that task on your to-do list. Feel that pit in your stomach? What makes this task hard? Use the tool below to brainstorm your barriers to productivity. Circle the number that represents how you think or feel about this task.

| | | |
|-------------------------|----------------------|--------------------------|
| simple | 1 2 3 4 5 6 7 8 9 10 | complex |
| quick | 1 2 3 4 5 6 7 8 9 10 | time consuming |
| know what to do | 1 2 3 4 5 6 7 8 9 10 | need more information |
| easy | 1 2 3 4 5 6 7 8 9 10 | difficult |
| independent task | 1 2 3 4 5 6 7 8 9 10 | requires other people |
| interesting | 1 2 3 4 5 6 7 8 9 10 | boring |
| important to me | 1 2 3 4 5 6 7 8 9 10 | not important to me |
| important to others | 1 2 3 4 5 6 7 8 9 10 | not important to others |
| urgent | 1 2 3 4 5 6 7 8 9 10 | not urgent |
| my main focus | 1 2 3 4 5 6 7 8 9 10 | many other distractions |
| know I'll do a good job | 1 2 3 4 5 6 7 8 9 10 | doubt I'll do a good job |

What are your top 3 scores?

These are the **REAL** reasons you have avoided starting on this task. And this is where you can **REALLY** make helpful changes.

How can you modify the task or your mindset about the task to make it easier to start on and finally tackle? With just a little planning you can **STOP Procrastination** and get started NOW!

Need ideas on HOW to do this? Keep reading for more help.....