

What Procrastination is and How to Beat Distractions

Staying motivated enough to be able to see things through to completion is something that is needed more and more today.

In an age of instant food, instant movies, instant cash from ATM's, and instant messaging, it is almost no wonder that we get distracted so easily.

Satisfaction comes, so often, from the quick delivery of what we desire; dissatisfaction can often come if we do not achieve, get, or complete things as quickly as we'd like. Then we lose interest.

Let's take a minute here, and examine just what procrastination is and how we can deal with it.

1? Never being pushed to finish what you started, when you were young. Yes, it is important, very important, to encourage (and push) your children to finish things, and learn to do them right the first time.

2? Being so activity conscious, that you never have time to accomplish, or set priorities. This produces a sense of being driven. The result - no push, no accomplishment (of the things that you desire).

3? Having few, or no tangible goals for your life. This results in simply being driven by whatever wind might come your way.

4? Not knowing how to say "no" to others - when you need to.

5? Not wanting to do those things.

While the above things may cause a lack of being able to focus on various tasks, knowing what is procrastination and doing something about it is two different things.

Here are a few points that should help you to get focused:

1. Figure out what it is that stops you.

Why are you constantly flitting from one thing to another? Do you just lose interest? Are you too busy? Friends come over to see you - what is it?

Become aware of how you put off doing what matters. Then, make small changes to how you structure your day to eliminate these productivity vampires.

2. Choose the important things in your life.

After you decide what is distracting you, you then can start to look for ways to stop letting those things interfere. Select some goals and get more focused on these things.

Take a few moments throughout the day to refocus - to remind yourself what your goals are and why you want to achieve them. Think more about the important activities and block out the lesser tasks until later.

3. Learn to say no.

Some activities just have no real value, or are merely time wasters. Try to eliminate these things and stay focused on your goals. Create more time to accomplish your goals by cutting out some things that have lesser values than your goals.

You can be diplomatic and say no. You have every right to give priority to your objectives without taking on the problems of everyone else in your life.

4. Be more goal conscious.

Put your goals where you can see them everyday - on your bedroom, or bathroom mirror. Then as you go through our day, they will stick with you more.

These little reminders are sometimes all you need to stay on track. A few practical changes can make a big difference to how well you stay motivated all day long.

These tips will help you if you are willing to start with number one and see it to completion.

Start small if you like and as your confidence grows build up to bigger goals. Remember to make this a daily habit and you will be able to keep on going even at times when you face setbacks.

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About the Author

Peter Murphy is a peak performance expert. He recently produced a very popular free report that reveals how to crush procrastination and sustain lasting motivation. Apply now because it is available for a limited time only at: <http://www.secretsofmotivation.com/>