

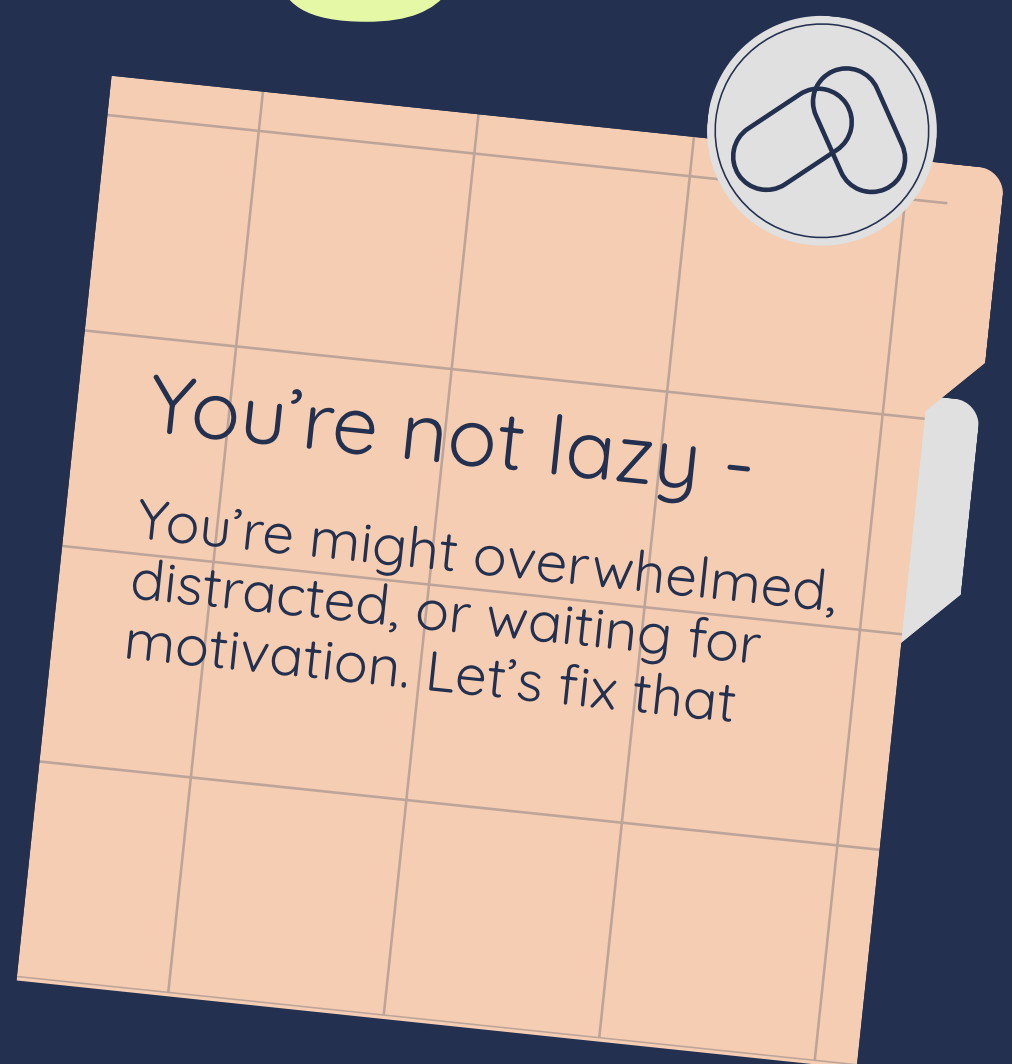
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# How to Stop Procrastinating

SMALL CHANGES  
THAT MAKE YOU  
FINALLY START



*By Mansi Shah*



# Find the Real Reason

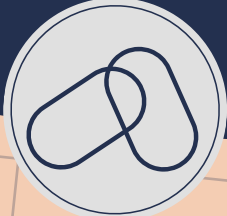
Understand  
Why You  
Delay

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## Procrastination Has Triggers

Most people delay tasks because they feel too big, boring, or scary – not because they don't care.

- I'm scared I'll mess up.
- I don't know where to start.
- I want to do it perfectly.
- I feel low energy / tired
- I don't feel confident enough
- I'm not in the mood
- Something else:



What feels  
uncomfortable  
about starting this  
right now?

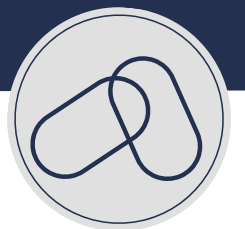
How can this be  
made slightly easier  
to begin right now?

02

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# Adjust the task to meet your current capacity

You procrastinate less when the task feels more doable in this moment.



Use the 5  
Minute Rule

## Big Tasks Kill Motivation

Don't write "Finish project"

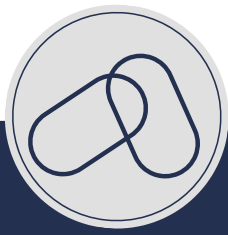
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Write: open file → write title → write 1 paragraph

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Focus on the first tiny action

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# Begin, even if it feels incomplete

## Small wins build real momentum

Can you begin in a way that feels manageable, even if it's not perfect?

aim for a rough version

ask for help / clarity

change the environment (different space, fewer distractions)

You don't need full  
motivation or  
clarity to start.

Remove  
Friction

# There are no right answers

From Pause  
to Progress

## Take a moment to notice

- What helped the most?
- What was still hard?
- What will I try differently next time?

You showed up.  
That counts!



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*By Mansi Shah*