

## **I'll Think About It Tomorrow!**

by Helen Kornblum

The title line may have worked for Scarlett O'Hara but it's not a good motto for the modern woman who has to juggle family, community, and career. Procrastination makes some problems worse while it makes us feel anxious and guilty. It prevents us from enjoying the present by casting doubts about the future. Want to reverse your natural inclination to procrastinate? Here are a few pointers to get you past your lack of motivation or fears of tackling certain tasks.

1. Don't let procrastination become a chronic habit, a mindset that calls up a negative script in your mind. You can change a habit. You can be positive by reminding yourself that you have succeeded at other difficult tasks before and felt successful. Quiet those negative voices and listen to your best self.
2. Challenge your fears. Is it fear of failure, or success, or of finishing that holds you back? Explore those feelings to understand your discomfort but insist that you start the project anyway. Fears hamper decision making. So if you want to refinance your house but are afraid of making a mistake, remind yourself that you bought the house in the first place with no regrets now.
3. Think about your priorities and then look for the benefits of starting the task. What will you gain? What might you lose if you don't do it? Turning in that report on time might do wonders for your reputation at work and you need that for a promotion. Keep that goal in mind. (It's much better than thinking you will be fired if you don't turn in the report on time.)
4. If you really don't know how or have enough information to do the task, get yourself educated or informed—quickly. Even though lack of information is a valid concern, you don't want to use it as a stalling technique. You don't need to have every detail about every health insurance plan available. You need enough information to feel confident that one plan will cover your particular health needs.
5. When you absolutely don't want to do a certain project, negotiate with yourself or others. Can you delegate it, trade it, or hire it out? You don't have to do everything that you have been assigned or imposed on yourself. So if keeping up with the yard work in 100\* heat becomes too much for you, ask a lawn service to pick up the slack. And if you hate the prospect of de-cluttering a kitchen or bedroom, hire someone to help you. Yes, that's when a professional organizer can ease your pain and relieve your guilt.

There's no perfect moment to start a project. But every moment is good for visualizing yourself making a plan, grouping tasks into a manageable schedule, assembling the tools you need, and then accomplishing the goal. Athletes use this technique all the time. Visualizing completion and success will bring you closer to the reality of getting the job done, without delay. Put procrastination where it belongs—on the sidelines, so that you can start moving ahead.

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