

Dave's Top 10
Ways to Avoid Procrastination
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10. Determine Your Priorities

Stephen Covey once advocated the best way to complete what we need to do, is to organize and work based upon a set of our priorities. What's really important?

9. Dream About the Finish Line

Visualize often what the end will look and be like for you and those you most care about. Once completed, think of the Joy you will have.

8. Develop a Plan

A plan that is not written down is nothing more than good intentions. Once written, the plan is the roadmap to each major milestone and the finish line.

7. Delineate the Bite-size Pieces

The way one eats an elephant is one bite at a time, so look at your project or objective as a series of manageable parts or bite-size pieces.

6. Destroy the Urge to "Should" on Yourself

Give yourself Grace while working your plan. If things get tangled-up from what you "should" do, don't get angry or disappointed, just keep moving forward.

5. Do Reward Yourself Incrementally

Celebrate progress and small victories as you move forward; reward yourself.

4. Dump the Distractions

Stay focused; block out the noise ... Keep your eyes on the finish line, and don't allow those mere distractions to de-rail you while you're moving toward your goal.

3. Drill-Down on the Long Term

Remain mindful of your finished objective, and the joy of the eventual victory.

2. Don't Quit or Get Tangled in Perfectionism

Do your best, and remember sometimes it is OK to improve incrementally.

1. Download Your JOY

As you cross the finish line, give credit to God, and celebrate the victory!