
FEUP
Healthy Minds

You deserve it



Contacts

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Psychological support by appointment:

Mondays to Fridays, from 9:30 to 15:30

ORIENTATION AND INTEGRATION OFFICE

FEUP FACULDADE DE ENGENHARIA
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I am
procrastinating...

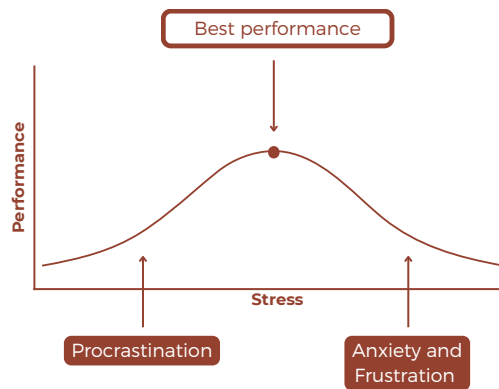
**What should I
do?**



"Ideal" Stress

Different stress levels produce different effects on you and on your performance. Too much stress might be incapacitating and make the task impossible or too hard to conclude. Too little stress levels might not produce enough stimulus for your work to be focused and productive.

These low stress levels lead to **procrastination!**



There is an "ideal amount" of stress that leads you to be productive and not feel anxious or frustrated.

For a good performance, it's important that you find **your own ideal amount of stress**, considering your characteristics.

Remember that, considering Higher Education changes, your sweet spot for stress might be different than it was before!

Get to work...

Fighting procrastination and reaching the ideal level for performance might seem a hard task at first sight. We leave you some simple and practical tips on how to do it:

- **Start by controlling your situation and work or study environment.** Turn off all possible distractions (phone notifications, TV, Internet) and find the ideal spot for work. If you need music for concentration, try something without lyrics (classical music, instrumentals,...).
- **Make a list of all your tasks and order them considering their priority.** Start by those which are more important. Not everything that seems urgent is important.
- If a major project seems too overwhelming, **start with smaller tasks and ones which give you pleasure to perform**, or by the ones that are **easier** (title, formatting,...).
- **Break the main task** in smaller objectives/parts, to perform in **shorter deadlines defined by you**.
- **Determine a specific timing to end each task** and take **pauses** in between,
- **When you finish some of your goals, allow yourself a reward.** It can be something simple as watching a movie or a series, eating something you were craving, or just do some plan you had waiting. However, **keep your rewards proportional to the goal you accomplished.**
- Put yourself in the **ideal mindset** by connecting positive emotions to what you are doing. **"Why am I doing this?" "What moves me about this work?"** You are more productive when what you are doing matters to you.
- **Schedule the hours you put weekly into work and leisure.** It is important to keep a good **balance** between the different areas of your life.
- **Look at possible flaws as growing and learning opportunities.** You might be surprised with what you learn by simply trying.

