

Procrastination Scale

Players may use the following statements to describe themselves. For each statement, decide whether the statement is uncharacteristic or characteristic of you using the following 5-point scale.

Note that the three on the scale is Neutral – the statement is neither characteristic nor uncharacteristic of you. To the right of each statement, write the number on the 5-point scale that best describes you.

Statements	Extremely Characteristic	Moderately Characteristic	Neutral	Moderately Uncharacteristic	Extremely Uncharacteristic
1. I often find myself performing tasks that I had intended to do days before.	1	2	3	4	5
2. I do not do assignments until just before they are to be handed in.	1	2	3	4	5
3. When I am finished with a library book, I return it right away regardless of the date it is due.	1	2	3	4	5
4. When it is time to get up in the morning, I most often get right out of bed.	1	2	3	4	5
5. A letter may sit for days after I write it before mailing it.	1	2	3	4	5
6. I generally return phone calls promptly.	1	2	3	4	5
7. Even with jobs that require little else except sitting down and doing them, I find they seldom get done for days.	1	2	3	4	5

8. I usually make decisions as soon as possible.	1	2	3	4	5
9. I generally delay before starting on work I have to do.	1	2	3	4	5
10. I usually have to rush to complete a task on time.	1	2	3	4	5
11. When preparing to go out, I am seldom caught having to do something at the last minute.	1	2	3	4	5
12. In preparing for some deadline, I often waste time by doing other things.	1	2	3	4	5
13. I prefer to leave early for an appointment.	1	2	3	4	5
14. I usually start an assignment shortly after it is assigned.	1	2	3	4	5
15. I often have a task finished sooner than necessary.	1	2	3	4	5
16. I always seem to end up shopping for birthday or Christmas gifts at the last minute.	1	2	3	4	5
17. I usually buy even an essential item at the last minute.	1	2	3	4	5
18. I usually accomplish all the things I plan to do in a day.	1	2	3	4	5

19. I am continually saying <i>I will do it tomorrow</i>	1	2	3	4	5
20. I usually take care of all the tasks I have to do before I settle down and relax for the evening.	1	2	3	4	5

Note: Reversed-keyed items: 3,4,6,8,11,13,14,15,18,20

For those that struggle with procrastination, how can we improve during this break?

1. Forgive yourself for **procrastinating** in the past. ...
2. Commit to the task. ...
3. Promise yourself a reward. ...
4. Ask someone to check up on you. ...
5. Act as you go. ...
6. **Rephrase your internal dialog. ... Stop talking yourself into putting things off, fight the internal urge and act!**
7. Minimize distractions ...