

17 Proven Methods to Conquer Procrastination

written by Ben Meer

- 1.** Follow the 2-Minute Rule: If something takes less than 2 minutes, do it right then (H/T David Allen).
- 2.** Write down your goals. The 14% of people who have goals are 10x more successful than those without goals. The 3% with written goals are 3x more successful than the 14% who just have them in mind.

3. The best productivity app on your phone is called Airplane Mode (use it).
4. Find your purpose with Ikigai. Purpose is the antidote to procrastination.
5. Spotlight Effect: Your freedom begins the day you realize nobody is thinking about you.

6. Divide your day into 4 quarters. If you procrastinate, get back on track the next quarter.
7. "Mood follows action" and not the other way around (Credit: Brad Stulberg).
8. People with inferior ideas, products, and qualifications are taking action.

9. "Embarrassment is the cost of entry. If you aren't willing to look like a foolish beginner, you'll never become a graceful master." —Ed Latimore

10. Put your phone in Grayscale Mode to reduce screen time by 50 mins daily.

11. "Swallow the frog": Align your highest state of energy to your most important task.

12. Chunk bigger tasks down into their smaller component parts.
13. Experience discomfort? Repeat: "This is what it feels like to get better." (H/T Nir Eyal)
14. Try the 5-Second Rule to get out of bed: Count down from 5, and you'll spring right up.

15. Big questions lead to big answers:
“What if I could reach my 5-year goal in 6 months?”
16. Build a powerful inner circle to help keep you accountable. Your environment is key.
17. “Done is better than perfect.” —Sheryl Sandberg

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All systems go,
Ben

P.S.

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