Directions: Check off the areas in which you tend to procrastinate.

**Household**
- ____ day-to-day chores (e.g., dishes)
- ____ minor home projects or repairs
- ____ gardening and yard maintenance
- ____ calling a repairman
- ____ returning defective or unwanted merchandise
- ____ large home or yard projects
- ____ car maintenance and repairs
- ____ paying household bills
- ____ grocery shopping
- ____ running errands for parents or spouse
- ____ other ___________________

**Work**
- ____ being on time for work
- ____ being on time for meetings
- ____ making business phone calls
- ____ making decisions
- ____ arranging a meeting with your boss
- ____ writing reports
- ____ keeping up with work-related reading
- ____ looking for a job, planning a career direction
- ____ implementing creative ideas
- ____ billing clients
- ____ asking for a raise or promotion
- ____ doing paperwork
- ____ confronting someone about a problem
- ____ complimenting someone
- ____ other ___________________

**School**
- ____ attending classes
- ____ doing homework assignments
- ____ keeping up with reading for classes
- ____ completing a graduate program (finishing a thesis, taking oral or comprehensive exams, etc.)
- ____ studying for tests
- ____ getting help on homework/papers/problems
- ____ doing bureaucratic tasks (paying fees, etc.)
- ____ completing degree requirements
- ____ writing papers
- ____ returning library books
- ____ talking with a teacher or advisor
- ____ reading over notes (weekly)
- ____ other ___________________

**Social Relationships**
- ____ calling friends
- ____ asking someone for a date
- ____ being on time for social events
- ____ visiting relatives
- ____ calling or writing/emailing relatives
- ____ planning recreational activities with other people
- ____ personal correspondence
- ____ ending an unsatisfying relationship
- ____ giving gifts or sending cards
- ____ inviting people to your home
- ____ asking for help or support
- ____ confronting someone about a problem
- ____ expressing appreciation
- ____ telling someone you are angry or upset
- ____ giving parties
- ____ other ___________________
Finances

____ filing income tax forms by April 15
____ paying quarterly taxes
____ organizing receipts and tax records
____ finding an accountant
____ budgeting your money
____ calling the bank about a problem
____ paying credit card bills
____ paying parking ticket fines
____ repaying institutional loans
____ repaying personal loans
____ collecting debts owed to you
____ paying insurance premiums
____ balancing your checkbook
____ making financial investments
____ other ______________________

1. In which areas do you procrastinate most? Which ones affect your life the most (e.g., friends get upset with you, grades are lowered, costs you money, etc.)?

2. List some of the reasons you may procrastinate in these areas.

3. Make a list of things you could do to stop procrastinating in the areas in which you have the most problems.

4. Ask a SLAC tutor for the handout "Causes of Procrastination.” Which causes of procrastination apply to you?

Revised: Spring 2014, Theresa Hoang
STUDENT LEARNING ASSISTANCE CENTER (SLAC)
Texas State University