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Alvertos Athanasakos, Paris Papadopoulos, Orfeas Xenos, Alexandros Tzelepis

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Procrastination: The Productivity Killer

Alvertos Athanasakos, Paris Papadopoulos, Orfeas Xenos, Alexandros Tzelepis

Abstract

Procrastination is a prevalent issue that affects individuals of all ages, often leading to decreased productivity, increased stress, and impaired well-being. This paper examines the different types, causes, consequences, and methods to overcome procrastination, aiming to provide students with practical solutions for improvement.

Keywords: *procrastination, productivity, time management*

1. Introduction

This project was developed as part of the 3rd Student Conference at Ellinogermaniki Agogi. Our research focused on the phenomenon of procrastination among students. We collected and analyzed information using scientific articles, online sources, and our own experiences. The aim of our project is to identify the causes and effects of procrastination and to suggest practical strategies to overcome it.

2. What is Procrastination?

Procrastination is the act of delaying or postponing tasks, even when one knows there will be negative consequences. It is often accompanied by guilt, anxiety, and stress.

3. Forms of Procrastination

- a) Task-Specific: Delaying a particular task, such as writing an assignment.
- b) Lifestyle: A habitual delay in many aspects of life.
- c) Situational: Triggered by specific stressful or demanding tasks.

4. Reasons for Procrastination

- i) Fear of Failure: Avoiding tasks due to the fear of not performing well.
- ii) Perfectionism: Delaying tasks out of fear of making mistakes.
- iii) Lack of Motivation: Feeling uninterested in the task at hand.

5. Impact of Procrastination

- Increased stress and anxiety
- Decreased quality of work

- Strained relationships with others

6. Strategies to Overcome Procrastination

- Break down tasks into smaller parts
- Prioritize tasks using techniques like the Eisenhower Matrix
- Set realistic and achievable goals

7. Time Management Techniques

Pomodoro Technique: Work in 25-minute intervals with short breaks.

Time Blocking: Allocate specific times for specific tasks.

Timeboxing: Allocate a fixed time period to complete a task.

8. Conclusion

Procrastination is a challenge many students face, but it is manageable. By understanding its causes and applying effective strategies, such as goal setting and time management, students can improve their productivity and well-being. Small steps and consistency are key.

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