

# Tips to Tackle Procrastination

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# Tips to Tackle Procrastination



You can end up wasting a lot of time procrastinating. Procrastination leads you to a vicious cycle of postponing or canceling things. Regular procrastination can hamper your progress and negatively affect your career graph. Follow these tips to effectively tackle procrastination.

# Tips to Tackle Procrastination



Organize yourself



Set manageable goals



Set deadlines



Avoid distractions



Take regular breaks



Reward yourself after you complete a task



Finish difficult tasks first



Ask someone to keep a check on you

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**#SmartShorts**

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