October 2018 ODA Newsletter: Beating Procrastination

From Forbes: **10 Scientifically Proven Tips for Beating Procrastination**

Below is are 10 tips to overcome procrastination based on science from the productive/successful individuals at Forbes.

1. **Pick Your Poison.**
   The key to beating procrastination is focus. We often give ourselves too many things to do and become overwhelmed. Choose just 1 thing you have been avoiding and make a commitment to complete that task.

   “You don’t have to see the whole staircase, just take the first step.” Martin Luther King, Jr.

2. **Start Today.**
   Once you have decided on 1 task to tackle, take immediate action – TODAY.

   “My advice is to never do tomorrow what you can do today. Procrastination is the thief of time.” Charles Dickens

3. **5 Minute Miracle.**
   This is a great technique for those that struggle with procrastination! What action can you take in less than 5 minutes today that will help you move a task forward even a bit? Research shows that once you start something you are much more likely to finish it, as unfinished tasks are more likely to get stuck in your memory.

   “It is easier to resist at the beginning than at the end.” Leonardo da Vinci

4. **Do a Power Hour.**
   This technique involves putting away all distractions (texting, social media, TV watching, etc.) for an hour or a large chunk of time (like 20 to 30 minute intervals) and devote yourself to working on 1 task.

   “Great acts are made up of small deeds.” Lao Tzu

5. **Kill It with Kindness.**
   Research shows that if you can forgive yourself for past procrastination, then the more likely you are to overcome your current procrastination and take action.

   “How wonderful it is that nobody need wait a single moment before starting to improve the world.” Anne Frank

6. **Have a Procrastination Power Song.**
   Pick a song that really gets you energized and play it whenever you want to get something done. You are more likely to follow through when you’re feeling good in your body.

7. **Get under the Hood.**
   Sometimes it can be helpful to understand exactly why you’ve been procrastinating on a specific task. Are you afraid of something? Are you overwhelmed and don’t know where to start? Identifying your fears can help you realize the monsters in the closet aren’t as bad as you think.

   “Procrastination is one of the most common and deadliest of diseases and its toll on success and happiness is heavy.” Wayne Gretzky

8. **Let It Go.**
   Most people have way too much on their To Do List. One way to stop procrastinating with something is to decide you’re never going to do it. What should you take off? Start with something that you realize you don’t really need to do ever... Give yourself permission to let it go.
9. Make a Bet.
   It can be very helpful to have someone else hold you accountable. One fun way to do this is have a bet with a friend or colleague. Choose a day and time within the next week that you will complete this task by and tell them you will give them $5 / take you to lunch / buy you coffee / etc. if I haven’t completed this task by then. If you don’t complete your task by then you owe them whatever you wagered.

   “Things may come to those who wait, but only the things left by those who hustle.” Abraham Lincoln

10. Make It Fun.
   Another way to motivate yourself to complete a specific task is to create a reward that you will give yourself once it’s been completed. Research shows that the human brain responds to reward stimulus and this can be a good way to create habits.

   “The only difference between success and failure is the ability to take action.” Alexandre Graham Bell


USM Resources for Help with Procrastination

➢ Student Support Services Program

Students enrolled in this program have exclusive access to individual and group tutoring, educational workshops, and a stimulating climate that will aid in holistic development and success. To enroll, call 601.266.6910 or visit McLemore Hall Rm. 201.

➢ Group for Organizational and Learning Skills (GOALS) Program

Trouble with Schoolwork? The GOALS program is a FREE program to teach time management, organization, planning, note-taking, and study skills. The program includes a pre-program assessment and 9 group sessions. Students that participates in all sessions are eligible for gift cards worth $60. If interested, contact laura.hansen@usm.edu.

➢ Peer Mentoring Program

The Institute for Disability Studies (IDS) is offering FREE peer-mentoring services for USM students with disabilities under the age of 21 who need assistance with organization, note-taking, study skills, time management, campus involvement, and navigating campus. The goal is to help individuals succeed academically, graduate college and have a rewarding college experience. If interested, call 601.266.5030 or visit the Institute for Disability Studies (Bond Hall 4th Floor).

➢ Student Academic Mentor (SAM) Program

Student Academic Mentors are upperclassmen who academically mentor freshmen housing residents. This peer-to-peer program focuses on academic engagement and success at USM. If interested, email druanna.mozingo@usm.edu or call 601.266.4786.

➢ Library

Librarians at Cook Library in Hattiesburg, the Gulf Coast Library in Long Beach, and Gunter Library in Ocean Springs are happy to help find any resources you need for research and studying.

Cook Library: 601.266.4249 or askalib@usm.edu
Gulf Park Library: 228. 214.3451 or askalib@usm.edu
Gunter Library: 228.872.4213 or askalib@usm.edu

➢ Gulf Coast Academic Success Center

This center is located on the first floor of the Gulf Park Library. They provide learning assistance, tutoring and resources in areas of math, science, writing, speaking and language arts. If interested, call 228.214.3346
Writing Center

This center is a free service available to any student that wants assistance with a writing project. They offer one-on-one writing instruction that’s designed to help students become more effective writers. Tutorial service is offered on a walk-in basis or by appointment for sessions of 45 minutes to an hour. However, services to book up – so making an appointment is always a good idea, especially around midterms and finals.

Cook Library 112: 601.266.4821 | Academic Success Center, Gulf Park Library: 228.214.3346

Speaking Center

This center has peer consultants who will help you advance your public speaking skills for speeches, presentations, job interviews, and other off-campus speaking engagements. These services are by appointment only; appointments are for up to 50 minutes. They have practice rooms equipped with visual aid displays, laptops, and video cameras. Additionally, you may schedule a room for private practice.

Cook Library 112: 601.266.4821 | Academic Success Center, Gulf Park Library: 228.214.3346

Upcoming Events & Important Dates

PLEASE NOTE THAT EVENTS ARE MARKED AS HBG (FOR HATTIESBURG) AND GP (FOR GULF PARK) IF THEY ARE OCCURRING ON A SPECIFIC CAMPUS.

October 1-31 | (GP) Academic Planner Giveaway from 11:00 am to 12:00 pm at the Academic Success Center, Gulf Park Library | Don’t forget to stop by to receive a FREE 2018-19 Academic Planner. One (1) per student.

October 3 | Advisement for the Spring 2019 semester starts today!

October 4 | (HBG) Depression Screening Day from 11:00 am to 1:00 pm in the Thad Cochran Center

October 4 | (GP) APA Style Workshop from 2:00 to 3:00 pm the Academic Success Center at the Gulf Park Library

October 4 | (HBG) Explore your Future from 6:30 to 7:30 pm in Union Rm. B
Attend this event to learn how to connect your major to real life experiences with the Center for Pathway Experiences.

October 9 | (HBG) APA Style Workshop from 12:00 to 1:00 pm in Cook Library Rm. 123

October 9 | (HBG) All Major Career Expo from 12:00 to 4:00 pm in the Thad Cochran 3rd Floor
Meet over 85 employers (most offering internship opportunities) | Dress professionally and have resumes on hand!

October 9 | (HBG) Professional and Effective Communication Forum from 6:30 to 7:30 pm at the Thad Cochran Rm. 216
Learn about the advising process from current students and staff as they give advice on when to take classes and answer all of your questions.

October 11-12 | Fall Break
Student holiday break / No Classes, but USM campus is open for student services including the ODA offices.

October 15 | Session II (8W2) classes begin

October 17 | (HBG) GEWW Review: Navigating the Money Maze from 6:30 to 7:30 pm at the Cook Library Rm. 123
Budgeting, saving, and money managing 101

If you need an accommodation to attend or participate in any of the events listed above, please contact our office for assistance at oda@usm.edu or 601.266.5024.
CONTINUED Upcoming Events & Important Dates

October 19 | (HBG) Explore Hattiesburg at 7:00pm meeting at hosted by the New Student & Retention Programs and the Transfer Student Association | Explore downtown Hattiesburg food and music with a USM guided tour, includes free transportation to and from downtown Hattiesburg. For more information please contact Lauren Richards at 601.266.6402 or lauren.richards@usm.edu.

October 23 | (HBG) Study Smarter: How to Avoid Cramming (GEWW Reunion!) from 3:30 to 5:30 pm at the Cook Library Art Gallery

October 23 | (HBG) University Forum: Jose Antonio Vargas – Define America: My Life as an Undocumented Immigrant from 6:30 to 8:30 pm at Bennet Auditorium

October 24 | (GP) Employment Fair for Young Adults with Disabilities from 9:00 am to 12:00 pm at the Institute for Disability Studies Gulf Park Building

October 24 | (HBG) Social Justice Fair from 10:00 am to 1:00 pm in Shoemaker Square

October 24 | (HBG) Advising 101 at 6:00 pm in Cook Library 123
Developing skills for academic success so you can “finish in four”.

October 30 | (HBG) End the Juggle Struggle: Managing the Busyness of College from 3:30 to 5:30 pm in the Luckyday Multi-Purpose Room

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Don’t get the Flu!

The USM clinics in Hattiesburg and on the Gulf Park campus have flu shots available. For more information, please call 601.266.5390 or visit www.usm.edu/student-health-services.

For Hattiesburg Students: please visit the Moffitt Health Center to receive a flu shot. The clinic’s hours are Monday through Wednesday 8:00 am to 5:00 pm, Thursday 9:00 am to 5:00 pm, and Friday from 8:00 am to 4:30 pm. This can be covered by your insurance or is a $20 fee can be charged to your student account.

For Gulf Coast Students: please visit the Gulf Park Health Center in the old Business Complex Building to receive a flu shot. The clinic’s hours are Monday through Thursday 9:00 am to 3:00 pm. This can be covered by your insurance or is a $20 fee can be charged to your student account.

Register with the Office for Disability Accommodation (ODA) for disability accommodations
Phone: 601.266.5024 (Monday through Friday, 8:00 am to 5:00 pm)
Email at oda@usm.edu
Check us out online at www.usm.edu/oda