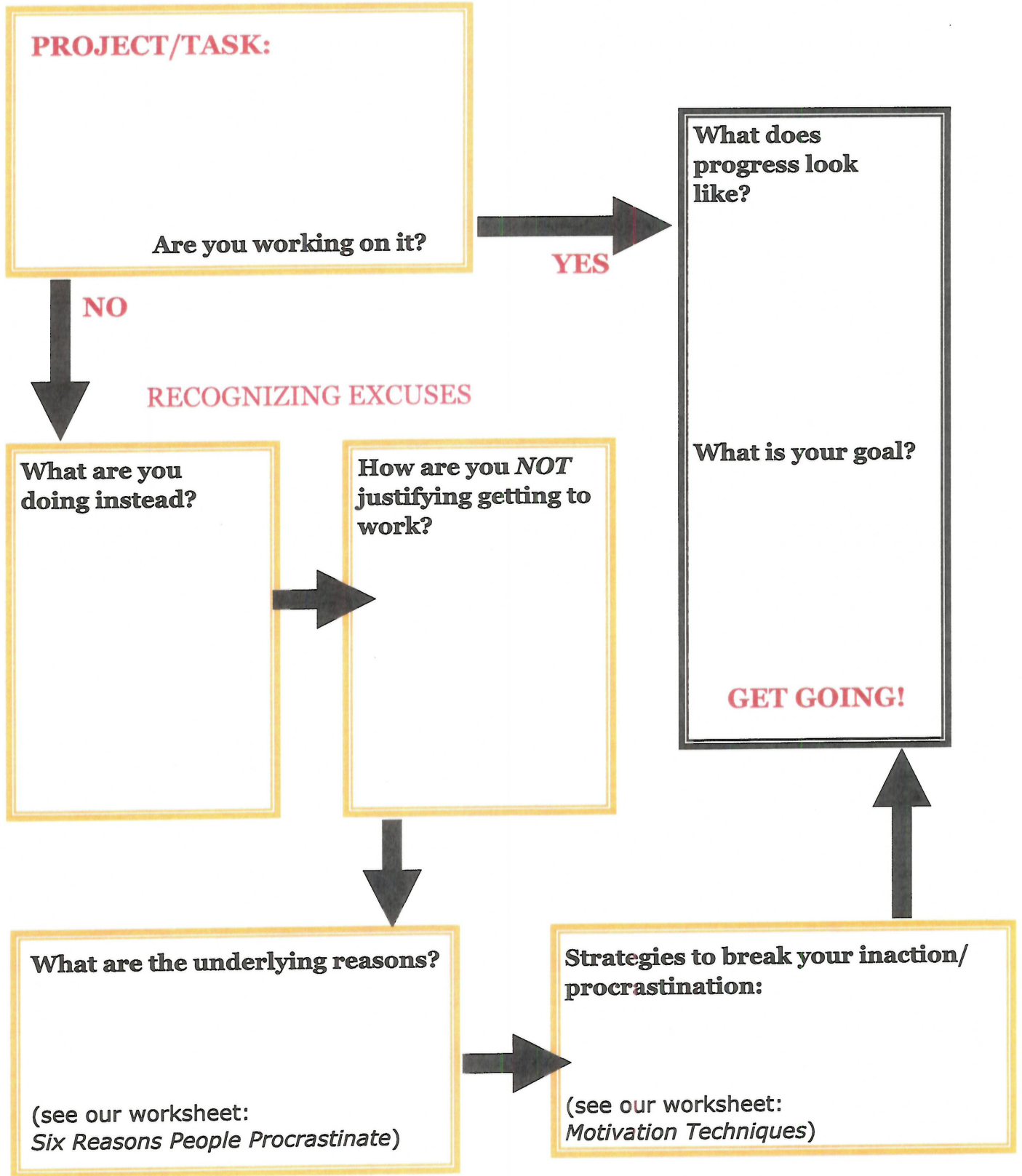


**STAY PRODUCTIVE** **↑** **PROCRASTINATION MANAGEMENT**

# Steps you can take to get yourself out of procrastination and into progress:



# The Pomodoro Technique

1 2 3 4 5

Decide on the task to be done.

Set the timer to **25 minutes**.

**Work** on the task until the timer rings.

Take a short **5 minute break**.

Take a **15-30 minute break**.

repeat 4 times



#bitesizePPD

- ✓ Use questions to direct your study session.
- ✓ Work UNINTERRUPTED for 25 minutes on specific information.
  - ✓ Stop and immediately REVIEW, actively.
  - ✓ Take an active break, getting the blood moving.
  - ✓ Review actively; ask questions; connect material.