

# Passion for Life Coaching, LLC

Making Deliberate Choices for a Fulfilling Life

Newsletter by Suzette Langley, Life Coach and MSW

## Procrastination: Friend or Foe?

May 2007

These past few days, I have labored to create the newsletter before you. As some of you know, and I now confess to all, I am less than technologically savvy. Thus, creating a newsletter, learning how to insert images, delete boxes, manipulate text and create layouts has been no easy achievement. I have been toying with this newsletter format for a couple of months. I signed up for the free trial and my time nearly expired before I even tried the service. I procrastinated, fearing and fretting over my perceived inability to develop a satisfactory template or understand the application.

If nothing else my procrastination and avoidance proved useful. I started shredding a stack of papers a foot and half high that has sat on my office floor since February. And, all those business cards I collected have nearly been entered in my contact management system. I read most of a novel, cleaned out my inbox for papers, did some internet research, met friends for coffee, met friends to go running, assembled several presentations, walked the dogs, networked and had meetings all in the name of task evasion. I kept putting off the inevitable with the hope that it would just go away or someone would rescue me.

As you guessed, the task refused to do itself and no knight in shining armor on a white horse rescued me. I was incredibly productive in the midst of my procrastination. My alternative productivity was at the expense of a priority and driven by fear. Somewhere in the middle of my procrastination, I stopped myself for a conversation. I asked, "Why am I procrastinating?" I knew it was a fear but I needed to define what my fear was. My fear stemmed from a lack of skill and knowledge. Understanding my fear provided a clear solution – learn the skills and acquire the knowledge.

I took advantage of the daily tutorial offered by the newsletter service provider. I scribbled lots of notes during the class. Then, I decided to start playing with the newsletter program. I began with the intention of exploring what was there and removed the pressure to develop a template on my first try. Additionally, I scheduled my "play time" in small blocks to minimize my frustrations. I also asked for help to download email addresses, a process that I did not understand. As I took these small steps, the fear disappeared, the procrastination melted away and the project moved forward.

What lessons are there to be learned from procrastination? First, procrastination can be useful to a certain point. In the midst of avoiding my newsletter, I accomplished many other work and personal chores. However, a task can only be avoided for so long until it becomes a demanding priority. When it demands attention, identifying what is driving the procrastination can lead to useful solutions. And finally, the only way to achieve your goals is one small step at a time.

Is procrastination a friend or foe? Most of the time, we label it a foe. However, today, I am grateful for my procrastination. It has prompted me to accomplish other tasks I was avoiding and thrust me out of my comfort zone to learn a new skill.

Where in your life are you procrastinating right now? What do you need to know about your procrastination to move forward?

Life is like an ever-shifting kaleidoscope - a slight change, and all patterns alter. - Sharon Salzberg

## Need a Stress-Buster?

Check out:

### The Best Ways To Erase Stress in 15 Minutes or Less

A collaboration to help you live a more relaxed life using practical techniques — each one taking 15 minutes or less. I contributed a chapter on overcoming stress by quieting your inner critic.. This book is filled with great ideas, practical tips, and wonderful tool for easing stress. Cost \$12.95 plus postage (\$1.91 USPS Media Mail or \$4.86 US Priority Mail)

Order online at <http://www.lulu.com/content/507233>

## Upcoming Workshops

### Workshop for Women – Sunday, May 20<sup>th</sup>, 2:00-4:00pm

Feeling frazzled and tired? Are you always on the run? When is the last time you took time for yourself? Take a couple of hours to stop your world and gain perspective. Learn how to eliminate energy drainers and how to say “no” gracefully. Discover why “selfish” is NOT a dirty word! Meet and connect with other women as we discuss how meeting your needs fits in with significant others, children, friendships, careers and all the rest that is your life. Fees: \$40 per person. Bring a friend and pay \$60 for both to attend!

## Back By Popular Demand...

### Women Rock - Friday, June 22 AND July 20, 7:30-9:30pm

Challenge yourself and connect with other women. This 2-hour program will help you tap into your mental and physical strengths on the Rock Wall and in life.

Fee: \$25 members/ \$35 non-members

Workshops will be held at Big Vanilla Athletic Club, 1209 Ritchie Highway, Arnold, MD. Please call 410-544-2525 or 410-757-7326 to register.

Please forward this newsletter to others you believe would enjoy it. I welcome new subscribers! To subscribe/unsubscribe, please send an email to [passionforlifecoaching@verizon.net](mailto:passionforlifecoaching@verizon.net). I also welcome feedback and ideas for future topics.

For more information, visit [www.passion-for-life-coaching.com](http://www.passion-for-life-coaching.com).

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