

ELYSSA SMITH

The Procrastination Reset

A 5-STEP RESET FOR THE MOMENT YOU WANT TO MOVE FORWARD BUT STILL FEEL STUCK

Choose one tool that fits this moment. You do not need to use all five.

1

Slow the Alarm

USE THIS WHEN: The task feels urgent, intimidating, or like everything has to happen right now.

- With your feet supported, inhale for 4 counts, pause for 2 if comfortable, and exhale for 6. Repeat 3 times.

I do not have to finish this right now. I only have to begin.

2

Interrupt the Mental Loop

USE THIS WHEN: You keep thinking, researching, rehearsing, or trying to find the perfect way to start.

- Alternate fingertip taps on your left and right thighs for 20-30 seconds while breathing naturally.
- Notice the repeating thought. Ask: What is one action I can take before I have all the answers?

3

Release the Brace

USE THIS WHEN: You notice tension, clenching, or the feeling that you have to force yourself through the task.

- Lift your shoulders, hold for 3 seconds, and release. Repeat 3 times.
- Relax your jaw. Turn gently left and right. Open and close your hands 3 times.

I notice that I am bracing. I am allowed to soften before I move forward.



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4

Feel Your Support

USE THIS WHEN: Your attention is pulled into future outcomes, pressure, or everything that could go wrong.

- Place both feet on the floor and press down gently.
- Notice the chair supporting your legs, hips, and back, plus 3 points of contact with a supportive surface.
- Take 2 or 3 slow breaths and return your attention to the exact task in front of you.

Right now, I am supported enough to take the next step.

5

Widen Your View

USE THIS WHEN: The task feels enormous, inescapable, or like it is taking up your entire field of attention.

- Look away from the task and soften your gaze.
- Notice the edges of the room. Look slowly left and right. Identify 5 neutral objects and 1 sound.
- Return your attention to the task without rushing.

There is more here than this one task.

Choose one Reset for this moment

Try it, adapt it, observe it, or skip it. Then notice what happened.

- ☐ Slow the Alarm
- ☐ Interrupt the Mental Loop
- ☐ Release the Brace
- ☐ Feel Your Support
- ☐ Widen Your View

What changed, stayed the same, or became clearer?



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Turn the Reset into a Beginning

THE TWO-MINUTE START

You do not need to finish the task. You are choosing one small, visible beginning.

THE TASK I HAVE BEEN AVOIDING IS:

THIS TASK MAY REPRESENT:

- ☐ Judgment
- ☐ Visibility
- ☐ Uncertainty
- ☐ Overwhelm
- ☐ Making the wrong decision
- ☐ Something else
- ☐ Failure
- ☐ Conflict
- ☐ Disappointment
- ☐ Not knowing where to begin
- ☐ Letting someone down

RESISTANCE BEFORE THE RESET: _____ / 10

WHICH RESET WILL I TRY? 1 2 3 4 5

THE SMALLEST VISIBLE ACTION I CAN TAKE IN TWO MINUTES IS:

Set a timer for two minutes.

Complete only that action. Continuing is optional. Beginning is enough.

RESISTANCE AFTER THE TWO-MINUTE START: _____ / 10

WHAT CHANGED, STAYED THE SAME, OR BECAME CLEARER?