

Mindset Reset Checklist

Overcoming Procrastination

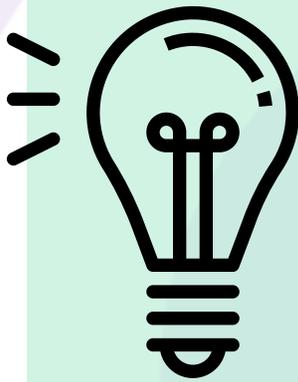
- Adopt a “Do It Now” mantra – if it takes less than 5 minutes, tackle it immediately.
- Use block scheduling to break tasks into focused work sessions.
- Create a "Must-Do Today" list with only 3 key priorities.

Building Confidence

- Set up one casual coffee or Zoom chat per week with a friend or colleague.
- Attend a networking event and ask someone, “What are you working on right now?”
- Take time on Friday afternoons to clean and organize your workspace.
- Move your body—exercise helps boost confidence and energy.

Maintaining Motivation

- Reconnect with your "why" – remind yourself why you started.
- Set a small reward for completing a challenging task.
- Volunteer or do a random act of kindness.
- Surround yourself with positive influences and accountability.



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