Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Multitasking Question Sheet

1. Do you consider yourself to be a multitasker? **Y or N**
2. Do you think multitasking is a good ability/trait to have? **Y or N**
3. What are some areas you feel you multitask effectively in?
4. In regards to Paolo’s talk, what do you think—do we attempt to do too much at once? Should we go back to a culture of “monotasking”?
5. The author of the article states that, “If you are like me, you pride yourself on this ability [multitasking]. And if you are like me, you are probably also kidding yourself.” In a few sentences, respond to this statement.

1. How did your results on the juggling tasks quiz compare to those of multitaskers and non-multitaskers?
2. How did your results on the focus quiz compare to those of multitaskers and non-multitaskers?
3. In regards to your results on the above quizzes, how do you feel about multitasking? Do we attempt too much at once? Or is multitasking a skill/ability we should continue to pursue?

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why we procrastinate: TED talk by Vik Nithy

1. Procrastination is a decision not a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
2. Procrastination is an argument in your head between the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and the limbic system.
3. The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is the part of your brain that controls fear and anxiety including the fight or flight response.
4. According to Vik, our “monkey mind”, the amygdala, reacts to threatening situations shutting down the\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
5. What are the three “threats” our amygdala often reacts to regarding assignments?

Not knowing where to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dreading the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of doing the task

A fear of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. We can overcome procrastination through metacognition—thinking about \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. We need to PLAN

Plan goals: split them into parts

Plan time: what you will do, when

Plan resources: have it all there!

Plan the process: visualization allows our brains to feel more comfortable with a task, as if we have already done it!

Plan for distractions: commit to focus!

Plan for failure: do NOT give up. Failure is a springboard to success

*“Don’t wait. The time will never be just right.” Napoleon*