



# Managing Academic Stress

## Developing Healthy Study Habits

### The Pomodoro Technique

**1** Identify a task

**2** Set 25 min timer

**3** Work on task with no distractions

**4** Take a 5 min break when timer ends

**5** Repeat this process up to 3 times

**6** Take a longer break e.g. 30 mins

	Pomodoro 1 25mins	Rest	Pomodoro 2 25mins	Rest	Pomodoro 3 25mins	Rest	Pomodoro 4 25mins	<b>BREAK!</b>
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### Eat The Frog

**1** Identify the Frog (hardest/most important task)

**2** Your Frog might be the one you find the trickiest, will take the longest or just the one you want to do the least.

**3** Eat the Frog! Do it before any other tasks

Not 'dreading' the Frog all day - frees your mind for other things

Can't give yourself the chance to put it off

Accomplishment will trigger an endorphin boost early in the day

The rest of your tasks will seem easier in comparison

Takes advantage of your most efficient hours: energy not drained by secondary tasks

Brian Tracy named this idea after a quote by author Mark Twain:  
"If it's your job to eat a frog, it's best to do it first thing in the morning. And if it's your job to eat two frogs, it's best to eat the biggest one first."



# Study Tips for Procrastinators



## BREAK IT DOWN

Feeling overwhelmed and unsure of where to start is a common barrier to getting stuck into revision. Break down what you need to do and identify just 1 or 2 realistic and achievable goals - no matter how small! Make a pact with yourself to do them no matter what.



## PUT IT IN PERSPECTIVE

It's easy to get caught up thinking about the future when working towards a long term goal but if we are struggling to focus, this can lead to worries 'snowballing'. We start thinking about consequences of failing which adds to the pressure and leaves us feeling paralysed. If you catch yourself doing this, pull back and try to re-focus on the task at hand. Just take it one day at a time!



## PRACTISE SELF-KINDNESS

It's OK that you don't want to work all the time! Getting annoyed at ourselves for procrastinating is not helpful and just feeds into The Study Trap. It doesn't always feel like it but *everyone* struggles with concentration and motivation. Think: are you more motivated by kindness and understanding or by criticism and put-downs?



## REWARD YOURSELF

For the tasks you really want to avoid and put off as long as possible, decide to reward yourself for getting it done to provide some motivation e.g. favourite chocolate bar, an evening off from revision.





## BRAIN BREAKS

Our brains are wired to look for novelty: switching gear for even just a few mins gives us a chance to re-set and tackle the next thing more effectively. Get out of your revision space and do something that engages your brain in a different way e.g. pat your head and rub your stomach.



## BALANCE OF ACTIVITIES

Across each week, we need to take on activities that give us a balance of Achievement, Connection and Enjoyment (ACE) to maintain our wellbeing and protect us from burn out. We can also try to add connection and enjoyment to our revision activities e.g. study with friends, use our creative skills to produce revision materials.



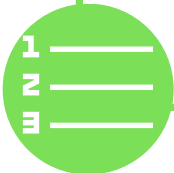
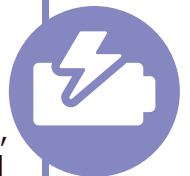
## PRIORITISE

When you want to do everything perfectly, it can seem like all of your tasks are equally important, leading to you feeling overwhelmed and trying to do everything at once (which isn't very effective!) Pick your top three tasks and rank them in order of most to least important. Ignore all other study tasks until these have been completed.



## PRACTISE SELF CARE

In the depths of revision season, basic self-care (8-10 hours sleep, showering, exercise, healthy eating, socialising) can drop off as we feel we "don't have time" or it is not as important. This is just short term thinking! Looking after yourself is essential to ensure you feel your best so you can do your best!



## Manage Your Mindset



## Further Resources

**Get Revising:** <https://getrevising.co.uk/>

**Childline (Assessment Stress & Pressure):**

<https://www.childline.org.uk/info-advice/school-college-and-work/school-college/assessment-stress/>

**The Mix (Study & Exam Tips):** <https://www.themix.org.uk/work-and-study/study-and-exam-tips/exams-and-the-pressure-to-do-well-23966.html>