

Early burnout warning signs

- Denial
- Stress travels outside its origins
- Indecision
- Procrastinating
- Skipping meals, sleep, and/or hobbies
- Showing up late, leaving early
- Emotional outbursts/mood swings
- Frequently feeling unwell or in pain

Advanced burnout warning signs

- Changes to personal hygiene
- Lost sense of joy and purpose
- Feeling empty
- Taking dramatic risks
- Withdrawal from friends, obligations
- Significant anxiety, depression, apathy
- Exhaustion; feeling “at wit’s end”
- Inability to get out of bed or eat

Burnout is life threatening. It increases the likelihood of suicidality, even without classic depressive symptoms, so medical help is necessary.

Examples of self-sabotaging* behaviors

*Does not always mean you intend to do them; we're often not aware of some of these behaviors until we deliberately reflect on our situation

- Procrastination
- Skipping meals or eating very non-nutritiously (e.g., living off of Red Bull and fast food)
- Not taking breaks, brief or otherwise
- Staying up too late, regardless of how the time is being spent
- Not enforcing your boundaries (e.g., "ok, just this once...")
- Doing tasks that do not align with your current situation:
 - Doing very hard, cognitive tasks when sleep deprived or low on fuel
 - Trying to concentrate when the room is too hot/too cold/too noisy
 - Trying to study in a study group that is not actually studying
 - Listening to music that distracts us
 - Prioritizing the wrong things

The Five Steps of Time Management

1. Know your goals (plan ahead) - What needs doing?
 - Differentiate between short-, mid-, and long-range goals and tasks
 - Use a **calendar** rather than a to-do list!
2. Prioritize: Work smarter, not harder - How should you get it done?
 - Not all tasks are created equal; determine **value vs. demand**
3. Know when to say no - How big is your "yes"?
 - It is vital to know and communicate your limits and boundaries
4. Eliminate distractions - Are you able to focus?
 - We often start with this step, but the others are important too!
Apps: Forest, RescueMe, Freedom, StayFocused
5. Track your time - Are you actually doing what needs doing?
 - We dramatically underestimate how much time we spend on unproductive activities
Apps: Due, Toggl, Tick, Klok

Avoiding Burnout & Increasing Motivation Through Self-Determination Theory

Self-determination theory says that we'll feel more motivated and more easily avoid burnout if we can increase these 3 things about our jobs and/or lives: Autonomy (control), Mastery (competence), and Belonging (stability). Suggestions for you and your students:

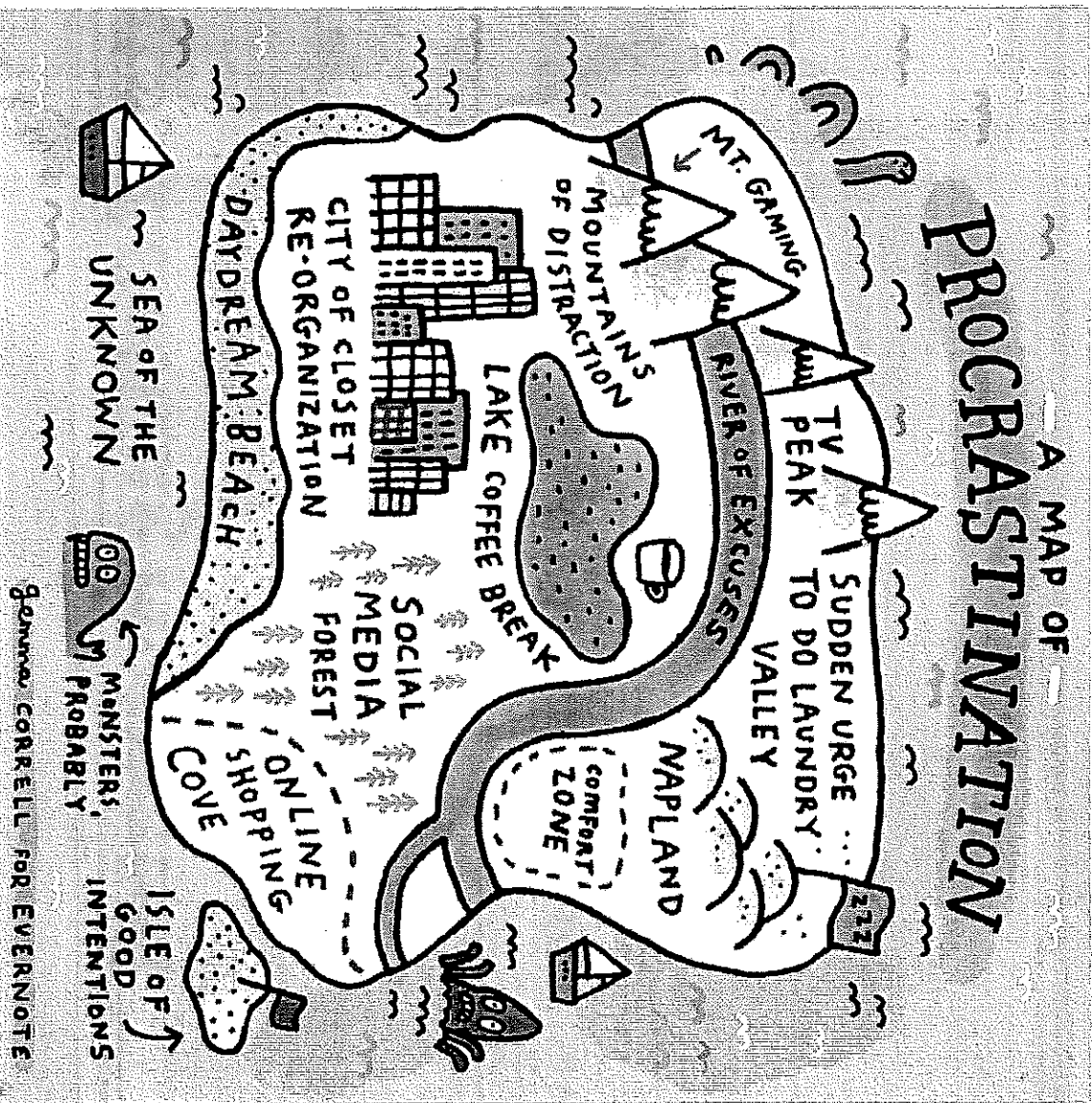
More Control	More Competency	More Stability
Ask for (and accept) help, get extensions, take a break, weigh pros and cons before making decisions, learn how to set and maintain boundaries, delegate tasks, take on only what is within your control to affect	Ask for help, get tutoring, go to office hours to review a test, take an online workshop, get professional development, ask for mentoring on a project, co-lead a group	Ask for help, participate rather than just passively sitting, go for coffee with a classmate/colleague, start a study group, attend a support group, see the TA/professor, talk w/peers

Four Elements of Getting Motivated

- 1 | Increase the value of the task
- 3 | Decrease the delay of rewards
- 2 | Increase the expectancy of finishing the task
- 4 | Decrease impulsivity by removing distractions

For more information, see: <https://alexvermeer.com/getmotivated/>

A MAP OF PROCRASTINATION



@Gemma Correll,
<https://www.facebook.com/gemmacorrell/posts/a-map-of-the-island-of-procrastination/10160477956925191/>