YOUR OWNER’S MANUAL FOR LIFE~ Source Code of Your Soul

*Creating You and Facilitating Your Life*

**Chapter 6: Shiny Things & Addictions ~ The Art of Distraction and Self Sabotage**

**~ Additional Resources ~**

**TIPS FOR NAVIGATING THROUGH PROCRASTINATION**

**& GETTING THINGS DONE**

What are some of the excuses you use to justify your pro status in the crastination game?

* Objection: *“I really don’t enjoy doing X”.*

If X is a must, get it done and get it off your plate. Procrastination is an energy drainer.

* Time/Energy: *“I just don’t have the time/energy for X”.*

Truth: How much time/energy have you already spent kibitzing over X?

* Competence: *“I’m not sure how to go about X”.*

Find someone who *does* know, and enlist their assistance.

* Fear: “*What if I screw up?”*

Remember, no mistakes…lessons and opportunities.

* I don’t have to do this now; I’ll get to it later.

Ask yourself: *What do I love about putting things off - What’s the reward?*

Perhaps you’ve adapted ways of working well under pressure and doing so feeds an addiction to adrenaline, *hmm?*

These are the tri-brain negotiation conferences to be mindful of. However,*“The wolf that wins is the one that you feed.”* ~from *The Tale of Two Wolves,* a story told by a Cherokee Indian to his Grandson about the battle that goes on within us all. ~See Below.

First, decide whether X is really worth doing. If you don’t want X badly enough, then it’s not worth the effort – which may be why you’ve been procrastinating to begin with. If you do, however or X is a must, then evaluate the situation, formulate a strategy and begin taking steps to see it through to completion.

To begin, create a bucket list, bug report and agenda. In column one, list your desires, aspirations and intentions. They can be anything from cleaning out a closet to going back to school or taking a trip to an exotic destination. They could also be lifestyle enhancements such as increased attention to self care, practicing meditation and mindfulness, etc.

Consider the distracter factors and self-sabotaging programs in your life, your excuses and the ways you allow them to limit you. Your list can be as short or long, as detailed or general as you prefer. List them in column two.

In column three, consider the strategies, methods and actions you can implement to facilitate the progression of your agenda.

"*Do or Do not; there is no Try.*" ~Yoda (*Star Wars V: The Empire Strikes Back)*

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| **Desires, Aspirations**  **& Intentions** | **Distractions & Excuses**  **~Bugs~** | **Strategies, Methods**  **& Action Items** |
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Some questions to consider:

* What stupidity am I using to create the distraction, procrastination

and sabotage that I’m choosing?

* Who does this belong to?
* What do I hate - more accurately, what do I *love* about this?
* What if I pulled the energy of having or accomplishing X into the now

and started creating it and allowing it to manifest right away?

* What will my life be like in 5 minutes, hours, days, weeks or years if I proceed with the expanded consciousness that I now have?

Some tips that can assist you:

* Tell the Lizard (your reptilian brain) to take a back seat, while you take the helm.
* If you’re uncertain how to proceed, seek assistance. Asking for and accepting help is an expression of strength and connectedness. There is honor in allowing others the gift of giving and yourself that of receiving.
* Get to it. At the very least, get started. Have you ever found that after accomplishing something you’d been procrastinating, you think *That wasn’t so bad or Why didn’t I do this sooner?* ~Funny, that.
* To avoid overwhelm, break your project into small, accomplishable tasks. If your objective is to clean out the garage, cut a deal with yourself to open one box or address one section each day or weekend rather than taxing yourself to complete it all at once. Having a portion completed is one step in the right direction that yields a sense of momentum and accomplishment. *Check!*

~Take it from *The Cleaning Lady:* Clearing your external environment can be quite therapeutic and is often a catalyst for internal clearing and energetic expansion.

* Outline a goal checklist for yourself. Incorporate Start and Completion Dates with daily, weekly or monthly agendas for scheduled tasks along the way. Designate blocks of time for these tasks and mark them on your calendar. Utilize a timer if that’s helpful. Work entirely focused on your task for a specified amount of time. When that time is up, you can stop and move on to other things. You may find that once you’re into it, you’re inspired to continue past your allotted time, provided your bandwidth allows. You may even reach your goal ahead of your initial target which lends additional bandwidth and empowerment for pursuing other objectives.

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| **Project / Goal** | **Start Date** | **Completion Date** |
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|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
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| 6:30 |  |  |  |  |  |  |  |
| 7:00 |  |  |  |  |  |  |  |
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| 8:00 |  |  |  |  |  |  |  |
| 8:30 |  |  |  |  |  |  |  |
| 9:00 |  |  |  |  |  |  |  |
| …Etc. |  |  |  |  |  |  |  |

* Set boundaries: If solitude and concentration are in order, choose a quiet location and remove potential distractions - TV, radio, telephone – unless you work better with something in the background. Inform those around you of your intentions and timeframe, requesting that they do not approach you until such time is up – unless, of course, an emergency arises. If necessary, hang a *Do Not Disturb* sign on the door.
* Take regular breaks to rejuvenate and inspire. Get up and walk or sit and rest. Get a change of scenery and/or a snack.
* Build in accountability. Enlist a reliable friend or colleague to check in with you on a regular basis to insure adherence and progression.
* If errands, small tasks and miscellaneous chores are piling up, make a list of them and schedule an odd job day. Make an effort to complete the least desirable first, or at least sooner rather than later. You’ll be able to move through your list with more ease knowing that it’s already behind you. Crossing items off your list as you complete them imparts accomplishment and momentum.
* Provide incentive by rewarding yourself for a job well done, and celebrate your accomplishments - a small purchase or perhaps a celebration lunch or dinner with the friend who assisted or kept you accountable.

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*The Tale of Two Wolves*

A Grandfather, whose grandson came to him with anger at a schoolmate who had done him an injustice, said, "Let me tell you a story. I too, at times, have felt a great hate for those that have taken so much with no sorrow for what they do; but hate wears you down, and does not hurt your enemy. It is like taking poison and wishing your enemy would die.

I have struggled with these feelings many times." He continued, "It is as if there are two wolves inside me; one is good and does no harm. He lives in harmony with all around him and does not take offense when no offense was intended. He will only fight when it is right to do so, and in the right way." "But the other wolf, ah! He is full of anger. The littlest thing will set him into a fit of temper. He fights everyone, all the time, for no reason. He cannot think because his anger and hate are so great. It is hard to livewith these two wolves inside me, for both of them try to dominate my spirit."

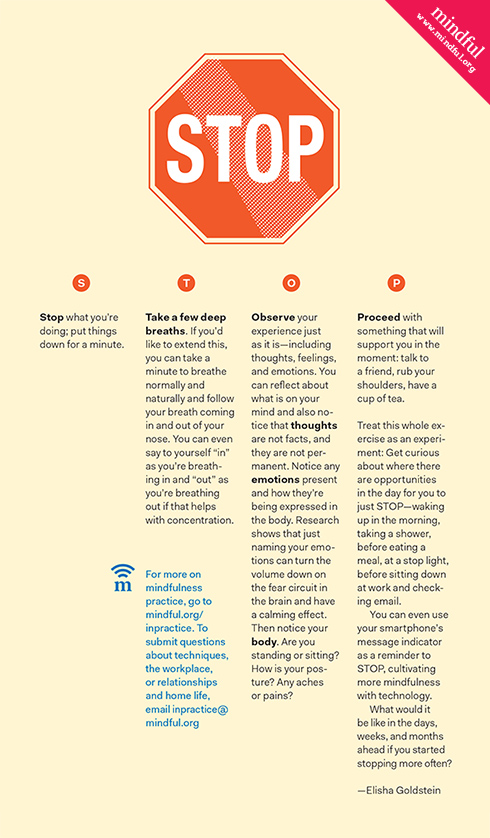
The boy looked intently into his Grandfather’s eyes and asked,

"Which one wins, Grandfather?"

The Grandfather solemnly said, "The one I feed."

- Author Unknown



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**Serenity Prayer:**

Although it’s been adopted by AA and other twelve-step programs, The Serenity Prayer is generic and universal in that it can be utilized in any situation. This prayer was authored by Karl Paul Reinhold Niebuhr, an American theologian, ethicist, public intellectual, commentator on politics and public affairs and professor at Union Theological Seminary for more than 30 years.

*Grant me the serenity to accept the things that I cannot change,*

*the courage to change the things that I can*

*and the wisdom to know the difference.*

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**Universal Secular Twelve Steps**

The following was taken from *nandm* in the discussion forum of *soberrecovery.com.* The beauty of this version is its generic nature in that it speaks to your soul irrespective of categorization.

Whereas all addictions to substances or activities are but manifestations of a single, underlying problem in human development, we adopt and recommend the following *Twelve Steps of Recovery* for any and all persons who suffer with addictions of any description:

1. We admitted we were powerless over addiction--that our lives had become unmanageable.

2. Came to believe that *The Program*, as a power greater than ourselves, could help us toward normal living.

3. Made a decision to turn our will and our lives over to the care of this program and to the loving care of this group.

4. Made a searching and fearless inventory of our character for ourselves.

5. Admitted to our group, to ourselves and to another human being the exact nature

of our faults and misdeeds.

6. Were entirely ready to practice the program in order to remove our defects of character.

7. Humbly asked the help of others in the removal of our short comings and

resolved to work to remove these faults ourselves.

8. Made a list of all persons we harmed, and became willing to make amends to them all.

9. Made direct amends to such people whenever possible, except when to do so

would injure them or others.

10. Continued to take personal inventory and when we were wrong promptly admitted it.

11. Sought through study and meditation to improve our awareness of law and of the natural forces

that govern life hoping only for knowledge of right and wrong and the strength to follow that

knowledge.

12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to addicts and to practice these principles in all our affairs.

Great thinker and pioneer that he was, William Wilson was not trying to write a bible and would certainly never have viewed his writing as a sacred, unalterable text. The basic goal is always personal change and growth. The means of achieving that goal is personality change brought about by new values and habits of living. Although the goal is to keep the steps as close as possible to the familiar version, further changes may be appropriate so long as the basic philosophy of each step is retained.

William Wilson was the co-founder of Alcoholics Anonymous (AA).

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~ No single program or technique is ideal for everyone. ~

***Alcoholics Anonymous***

<http://www.aa.org/>

***Right Recovery For You®***

<http://www.rightrecoveryforyou.com/>

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**The Five Stages of Grief - Kübler-Ross model**

The model, commonly referred to as the *The Five Stages of Grief* is a hypothesis introduced by Elisabeth Kübler-Ross in her 1969 book, *On Death and Dying*. Supporting her theory, many (both sufferers and therapists) have reported the usefulness of the Kübler-Ross Model in a wide variety of situations where people were experiencing a significant loss. The application of the theory is intended to help the sufferer to fully resolve each stage, then help them transition to the next – at the appropriate time – rather than getting stuck in a particular phase or continually bouncing around from one unresolved phase to another.

Kübler-Ross stated that these stages do not necessarily come in order, nor are all stages experienced by all patients. She stated, however, that a person will always experience at least two of the stages. Often, people will experience several stages in a "roller coaster" effect—switching between two or more stages, returning to one or more several times before working through it. Women are more likely than men to experience all five stages.

***This subsection below is particularly in relation to substance abuse:***

Denial – People feel that they do not have a problem concerning alcohol or substances. Even if they do feel as if they might have a small problem, they believe that they have complete control over the situation and can stop drinking or doing drugs whenever they want. Example: *“I don’t have to drink all of the time. I can stop whenever I want.”*

Anger – The anger stage of abusers relates to how they get upset because they have an addiction or are angry that they can no longer use drugs. Some of these examples include *“I don’t want to have this addiction anymore.” “This isn’t fair, I’m too young to have this problem.”*

Bargaining – This is the stage that drug and alcohol abusers go through when they are trying to convince themselves or someone else that they are going to stop abusing in order to get something out of it or get themselves out of trouble. Example: *“God, I promise I’ll never use again if you just get me out of trouble.”*

Depression – Sadness and hopelessness are important parts of the depression stage when dealing with a drug abuser. Most abusers experience this when they are going through the withdrawal stage quitting their addiction. It is important to communicate these feelings as a process of the healing.

Acceptance – With substance abusers, admitting you have a problem is different than accepting you have a problem. Admitting you have a problem is more likely to occur in the bargaining stage. Accepting that you have a problem is when you realize that you have a problem and start the process to resolve the issue.

<https://en.wikipedia.org/wiki/K%C3%BCbler-Ross_model>

***On Death and Dying: What the Dying Have to Teach***

***Doctors, Nurses, Clergy and Their Own Families***

Elisabeth Kübler-Ross

[*http://www.amazon.com/On-Death-Dying-Doctors-Families/dp/1476775540*](http://www.amazon.com/On-Death-Dying-Doctors-Families/dp/1476775540)

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**Additional Resources:**

***Solving the Procrastination Puzzle: A Concise Guide to Strategies for Change***

Dr. Timothy A. Pychyl

<http://www.amazon.com/Solving-Procrastination-Puzzle-Concise-Strategies/dp/0399168125/ref=sr_1_1?s=books&ie=UTF8&qid=1386088661&sr=1-1>

***The Procrastinator's Digest: A Concise Guide to Solving the Procrastination Puzzle***

<http://www.amazon.com/Procrastinators-Digest-Concise-Solving-Procrastination/dp/1453528598/ref=sr_1_1?ie=UTF8&s=books&qid=1300480667&sr=8-1>

***Taming the Monkey Mind***

Thubten Chodron with a Foreword by Dalai Lama

<http://www.amazon.com/Taming-Monkey-Mind-Thubten-Chodron/dp/0893468932>

***Full Catastrophe Living: Using the Wisdom of Your Body and Mind to Face Stress,***

***Pain, and Illness***

Jon Kabat-Zinn

<http://www.amazon.com/Full-Catastrophe-Living-Revised-Illness/dp/0345536932/ref=sr_1_1?s=books&ie=UTF8&qid=1388379590&sr=1-1&keywords=full+catastrophe+living>

***Mindfulness-Based Stress Reduction (MBSR) Program***

Center for Mindfulness in Medicine, Health Care, and Society

University of Massachusetts Medical School

<http://www.umassmed.edu/cfm/stress/index.aspx>

***Heal Thy Self: Lessons on Mindfulness in Medicine***

Saki Santorelli

<http://www.amazon.com/Heal-Thy-Self-Mindfulness-Medicine/dp/0609805045/ref=sr_1_1?s=books&ie=UTF8&qid=1388379466&sr=1-1&keywords=heal+thyself+saki+santorelli>

***Center For Addiction Management***

<http://addictionmanagement.org>

***Addiction Treatment Magazine***

<http://www.addictiontreatmentmagazine.com>

**Overviews of Addiction and Self Tests:**

<http://www.myaddiction.com>

<http://www.myaddiction.com/self-tests>