

09-Personal Risk situations when studying or working in a project

You are working in a project or studying at a university: you have your own responsibility to choose to do what is best for you. There is always a risk then that you do something else than what you have planned to do, e.g. procrastination, check some irrelevant facts, watch TV, shower long time etc
In a Personal Risk Situation the probability for you to do something else (than study) is high.

Security in problematic situations

We have all felt a lust for doing something else. It is a natural feeling when we are in some kind of mental pressure. Some are well-disciplined and can direct themselves back to the right track. Others are not so.

Now you are to measure the risk of doing something else.

After that you are to find out how to handle your own high-risk situations.

Imagine the situations listed below. Some are more applicable to students and some are general.

You shall for every situation value the risk that you in that situation you are likely to do something else than planned.

0% means you can resist the inclination to do something else. That is: you continue to study or work as you have planned.

100% means that you definitely will do something else than study if that situation occurs.

The most likely is that you are somewhere in between: sometimes you can resist and sometimes not. Then you put a percentage between 10 and 90.

Here is the list. Read carefully. Put a percentage on that you likely do something else than planned.

1	When you have eaten breakfast with someone.	
2	When something bad has happened in your family.	
3	When a lot of things are happening around you.	
4	When you think you have plenty of time.	
5	When you do not know where to start.	
6	When you have eaten lunch with someone.	
7	When you are going to a party that night.	
8	When you do not understand the language in the book.	
9	When you are restless or nervous.	
10	When you are angry.	
11	When someone you meet wants to something else than study.	
12	When you make phone call or send a SMS.	
13	When you read the newspaper.	
14	When you have errands to do.	
15	When you have overslept.	
16	When you have slept too little in the night.	
17	When you are surrounded by noise.	
18	When the weather is fine	
19	When a friend wants you to fix something.	
20	When you have had a break in the studies/work where you talk to someone.	
21	When somebody calls you and wants you to do something else.	
22	When you feel lonely.	
23	When you think you have so little time to do so much.	
24	When the desk is messy.	
25	When there is a lot to clean where you live.	

26	When you are disappointed at yourself.	
27	When something did not work out the way you wanted.	
28	When you are hungry.	
29	When friends calls or sends SMS al the time.	
30	When you have a cold or have some pain in the body.	
31	When you have argued with someone.	
32	When you have bad conscience about something.	
33	When the TV are showing good programs like a favorite serie or sports.	
34	When you get a SMS.	
35	When you have dirty finger nails.	
36	When you are in a game and about to move to the next level.	
37	When you have look something up on Wikipedia or googled, you stay and surf a while.	
38	When you repair something.	
39	When you shower long time.	
40	You rather check Face Book.	
41	When it is cold in the room.	
42	When it is hot in the room.	
43	When you feel miserable.	
44	When you have fallen in love.	
45	Last week before exam.	
46	When you think you are behind the schedule.	
47	When you are hopelessly in love.	
48	When there is no reading-instructions from the teacher.	
49	When the course feels like a huge mountain to cross.	
50	When you think you have failed.	
51	When you come home in the afternoon and feel sad.	
52	When you have put on something (radio, TV, computer game) in a short break in the studying.	
53	When you think you have chosen the wrong subject.	
54	When you cannot figure out have the knowledge should be used in real life.	
55	When you have a time plan for the work.	
56	When you do not have a time plan for the work.	
57	When course mates gets ready and you are not.	
58	When you study for a re-exam.	
59	When you think that everybody are better than you.	
60	When you bought a new book or a DVD.	
61	After a exam but before the result are presented.	
62	When you think on how the job-market is right now.	
63	When writing a report or an essay.	
64	When you have to work in a group you do not like.	
65	When you have failed an exam.	
66	When you put on the TV to check something during a break in the studying.	
67	In the beginning of a course.	
68	When you are behind on reading blogs you follow.	
69	When there is no set deadline for the work to be finished.	
70	When someone is inviting you to go somewhere.	
71	After cooking for the next few days.	
72	After finishing something early but when there are other things on the to do list for the day.	
73	Someone starts a Skype conversation with you	

74	When people are passing by the place that I work at.	
75	After an exam but before the result are presented.	
76	When you plan a trip	
77	When you get ready for a date	
78	When you quarreled with a friend	
79	When you ate too much	
80	When visitors are to come and the room needs cleaning	
81	When the result is hard to evaluate	
82	When you play an instrument	
83	When doing litterature search	
84	When doing lab-work	
85	When my boy/girlfriend comes for a visit	
	Continue to find other risks for you	

Analysis

Look through your answers and mark the situations where you have rated higher than 50%.
You should do something about these situations

You can act on two levels

- 1 Prevent the situation to happen or
- 2 Smooth out when it has happened.

Examples

Outer guiding:

- O1 Arrange your working place with as little disturbance as possible. Choose a good spot. Use your best part of the day. Have a good chair. Only material you need is in front of you.
- O2. Use a structure learning method like SQ3R.
- O3. Turn off the phone!
- O4. Put a note on the door to your room: "Please do not disturb. Learning in progress. Come back at ten o'clock".
- O5. Make a time plan for the whole week. Sit down in order to study on regular times. Look upon the studies as regular work between 8 and 17.
- O6. Try to stand up while reading. Take a big box and put a shelf from wardrobe on it and you have a high working space.
- O7 Book time with friends and study together some times during a week.
- Y7. Work at fixed work-places: desk at home, library, work-place at the university etc
- Y8. Book time with course-friends so you sit together.

Inner guiding:

I1. Relax before you start studying/working. See yourself in an inner vision how sit and work well.

I2. If you find that you are thinking on something when you actually should study, when you need to do something that breaks the thoughts. Then, you can step up and walk around in the room and say to yourself: ”Now I sit and work concentrated until I have finished at 5 o’clock.” And then go back to study.

I3 Look through the coming pages and think of what use you can have of this knowledge in the future: exam, future job etc.

2 Smooth

Example on how to guide yourself to a better feeling

B1 Give yourself a reward after you have work a certain amount of time or solved a problem. Be generous to yourself. Never punish a bad behavior. It is enough that you do not reward in this case.

B2 Encourage yourself. Say to yourself from time to time: ”This is good.” ”Now I am reaching something.”

B3. Put golden stars in your text book when have finished that part.

B4. Record TV-program and look on them as a rewarding.

Analysis of risks to lose personal effectiveness..

Put together all your major risks and how you intend to direct yourself to better behavior.

Situation	Probability to do something else than work	Different ways to prevent from happening so far	What is your success so far?	Ways for me to reward correct behavior	Ways for me to reduce the consequence when the ”risk” has happened	What is your success so far?