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Let's Start Again Tomorrow: a Rapid Review on Procrastination

SUMMARY:

Procrastination is the most common and problematic behavior we witness today. Procrastination, whether at work or studying, affects motivation and performance. In this article, we conduct a rapid review of the published literature on the topic by carefully selecting articles that address procrastination, its drivers, and its impact on performance in work and academic life. The purpose of this paper is to study the performance-deteriorating effect of procrastination on efficiency in the workplace and the education sector. In the review, a total of 8 studies were selected based on the PRISMA guidelines, which include a number of factors related to procrastination in the performance of both professionals and students and influence self-esteem, presence stress and emotional intelligence. Decision-makers in both the corporate and educational sectors need to raise awareness of this phenomenon and provide employees and students with ways to combat it, which will lead to better performance and well-being at work and school, which will indirectly impact it also affects work-life balance.

Keywords: procrastination, boredom, employee well-being, job stress, problematic internet use, social med

Jel codes: I12; J24; D23

INTRODUCTION

Have you ever come across a situation where you could complete a task on time but delay it unnecessarily? Have you ever left an uncompleted task for tomorrow for the reason you have nothing important to do that day? Have you delayed a task, knowing that delaying it could have negative consequences at work? If so, then you have experienced procrastination. Some people believe they procrastinate occasionally, whereas others have a tendency to irrationally delay tasks that need to be done quite often which can be categorized as a chronic disorder (Ferrari et al., 2007). Procrastination can be defined as the postponement that is due to the prevention of the execution of an objective (Van, 2000). It is viewed as typical conduct, as at the very least 25% of the grown-up public sees themselves as procrastinators (Ferrari et al., 2007). Although it is a common behavior, the extent to which different people procrastinate could differ in fields, for example across the fields of academia, family, leisure, sports, and the corporate sector (Klingsieck, 2013). Procrastination can be experienced in the

choice of food store, which is essential to satisfy the family's hunger needs (Földi, 2008 a; Földi 2008 b), or in food purchasing behavior (Földi, 2011) or in food purchasing habits (Földi, 2012). In general, we know that what is in abundance decreases in value, and that's why people put off buying it (Szakács, Szakács 2013). It is important to consider the role of price in the customer's decision against procrastination, in store selection models and when choosing products, when judging the quality of meat, consumer awareness plays an important role (Földi, K.;– Heltai, É., – Szakács, A, 2023)

Talking about procrastination at work, referring to an unnecessary delay of work-related tasks, is associated with high costs (Nguyen, Steel & Ferrari, 2013). It has been indicated in previous studies that employees spend 1.5 to 3 hours on average when engaged in personal hobbies while at work (Paulsen, 2015). Personal (non-work related and leisure) activities during working hours are predicted to cost the company \$8875 per employee per year, according to D'Abate and Eddy, 2007. The criticality of this phenomenon can also be realized by the fact that almost 30% to 65% of the time spent on the internet while at work is not related to work (Gupta & Sharma, 2004), leading to a 30–40% loss in productivity which gives the market of US only, a yearly loss of up to \$85 billion (Lim & Teo, 2006). „Procrastination” is a significant contributor to losses in the overall productivity of a business. It is also an issue in terms of interpersonal dynamics within work teams, and it is frequently the source of individual frustration. Rich accounts about an individual's personality and behavioral traits that can explain procrastinatory attitudes can be found in the scholarly literature; however, the emotional factors that moderate procrastination are less understood, and this is especially not the case in academic life. “Due to the negative impacts that procrastination has on both the general public and the student population in social sciences, it has emerged as one of the most popular study subjects. Academic procrastination is a term used in academic settings to refer to the overall tendency of students to put off completing their assigned academic assignments. According to Rothblum, Solomon, and Murakami's (1986) definition of academic procrastination, this is the tendency to delay academic activities to the point when one has anxiety connected with the tasks. It is a problem that is quite common among students, and a significant number of students have to cope with it during practically all stages of their education because of the detrimental effects that it has, such as academic failure and a deterioration in their health” The negative effects of academic procrastination ensure that life for the students who engage in this behavior is complicated and appears to be beyond their ability to manage. The kid who consistently puts off preparing for college will almost certainly have a difficult time adjusting to college life. Students' levels of life satisfaction might be neg-

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actively impacted if they procrastinate with their academic work in this way. The extent of students' experiences with procrastination may have an impact on how satisfied they are with their academic lives.

In short, the above-mentioned statistics about the costs attached to non-work-related tasks are enough to understand this grieving situation.

ACADEMIC & WORKPLACE PROCRASTINATION

Most of the published literature about procrastination focuses on academic and general life procrastination. The vast majority of procrastination research published in the literature focuses on procrastination in the academic and general-life domains. Claessens et al. in 2007 reviewed 32 studies on time management in 2007, out of which not even half were conducted in the workplace. A developing collection of writing has tended to the conceptualization, predecessors, and results of general and scholarly procrastination. Nonetheless, procrastination behavior in the work environment has gotten significantly less consideration. One significant justification behind the modest number of experimental studies on procrastination at the workplace is the shortfall of an instrument that is explicitly produced for covering contemporary work environment procrastination (Claessens et al., 2007).

Another important aspect that is influencing procrastination at all levels and in all fields of life is the extensive use of social media. The need to keep checking your phone for updates, news, friends' pictures, etc. holds you from focusing on the task at hand, destroying your attention to detail, productivity, efficiency, and most importantly, the rest your mind needs during breaks. People keep their minds occupied at all times, during active work/study/sports hours and also during the breaks that a person takes. The human mind functions better when given rest. The pleasantness of mind wandering, which is the notion of getting short-term pleasure from wandering thoughts, has a favorable relationship with concentration back effort in daily life (Zhang et al., 2021). This means that the more you occupy your mind with thoughts that are not related to your work or task at hand, the more effort you have to make to get your focus back to work.

Did you log into your Facebook today? If yes, you are part of the 1 billion community members who use this online social networking site. Many people begin their day with an espresso mug in one hand and a frantic perusal of Facebook or posting daily news in the other. Since its inception in 2004, Facebook has turned into a worldwide peculiarity and keeps on beating records of fame (Vasalou, Joinson & Courvoisier, 2010). Because of its numerous applications, Facebook provides a sort of platform for correspondence and data sharing; it permits individuals to keep up with existing connections or build new ones, distribute, and view images, or participate in discussions (Brandtæg, & Heim, 2009; Ellison, Steinfield & Lampe, 2007; Valenzuela, Park & Kee, 2009). Facebook creates another computer-generated experience that so many people require, regardless of country, nationality, or religion. The negative part of this social peculiarity is the risk of tricky utilization of or in any event, becoming dependent on Facebook. There is indeed an expanding number of individuals who utilize these social platforms in risky ways, putting them at risk of becoming Web addicts (Kuss et al., 2014). Given its enormous impact on pub-

lic activities, it is worthwhile to investigate this problem further to determine the features of Facebook. Clients who may be especially inclined to exorbitant what's more dangerous Facebook use. Kuss and Griffiths emphasized the importance of doing an in-depth examination of the topic of Facebook addiction to determine its comorbidity and to provide concrete examples of cultivating this type of addiction (Kuss et al., 2014).

Procrastination is one of the traits associated with Facebook use that has not been studied. Procrastination is defined as deferring a few activities essential to the convenient fulfillment of tasks (Lay, 1986), i.e., purposive and persistent postponement at the start of doing a job with the eventual result of encountering subjective anxiety (Schouwenburg et al., 2004). Individuals who procrastinate don't deal with an errand and, thus, they „feel terrible” (anxiety, regret) because of their postponing strategies. Individuals who procrastinate experience the ill effects of social and mental consequences (Steel & Ferrari, 2013). The existing literature regarding this matter shows that this procrastination issue particularly influences youngsters. Procrastination in academia is usually found among students. Among grown-ups, there is a consistent strain on individuals to be compelling at work and to successfully manage time. This behavior was associated with increased grief, unease, and tension, as well as a decrease in enjoyment of life (Saleem et al., 2013). Procrastinators were paid less, worked for a shorter time, and were more likely to be unemployed (Nguyen, Steel & Ferrari, 2013). Procrastination is typically seen as volitional, i.e. the deliberate selection of one behavior or endeavor above competing options (Pychyl et al., 2000). Unnecessary Facebook usage, in this opinion, can impede completing planned tasks, increasing the proclivity to postpone till tomorrow. What one ought to do today (hesitation). The question at hand is whether people who are prone to procrastinate invest more time on social media and are on the verge of developing social media (Facebook) procrastination.

Similarly, when we talk about academic procrastination, social media usage specifically Instagram has been the biggest reason behind this phenomenon. A few previous types of research exploring the drivers and results of social media enslavement (Blackwell et al., 2017; Casale, Rugai & Fioravanti, 2018; Fabris, 2020; Hawi & Samaha, 2017; Hou et al., 2019; Robinson et al., 2019; Tazghini & Siedlecki, 2013) examined the overall addiction caused by the excessive use of social media without specifically talking about a particular platform. Even though they are quite similar to each other, all these platforms have unique designs and features that make their users addicted to them (Klobas et al., 2018). Consequently, most of the previous research examined the addiction to explicitly one social media platform, for example, Facebook (Błachnio, Przepiorka & Rudnicka, 2016; Patton et al., 2014; Koc & Gulvagci, 2013; Marengo, Poletti & Settanni, 2020), YouTube (Balakrishnan & Griffiths, 2017; de Bérail, Guillon & Bungener, 2019; Klobas et al., 2018), also Twitter (Dwyer & Fraser, 2016; Kircaburun, 2016). Despite the massive utilization of Instagram among youngsters around the world, there is very little research on Instagram addiction in the extant literature (Kircaburun & Griffiths, 2019). This well-known social networking site had 800 million monthly active members in 2017.

In only one year, this figure reached over a billion users (Statista, 2020). As of 2020, 34% of Instagram users have an age bracket of 25-34 years, and 29% are in the age bracket of 18-24 years. The percentage of people from these age brackets using Facebook is 13-19% and 10-14%, individually (Statista, 2020). Instagram is the most popular online media channel when compared to other platforms such as Facebook, Twitter, and Snapchat, particularly among teenagers (Kircaburun & Griffiths, 2018). Because of this celebrity, there is a risk of creating an addiction or problematic usage. increments for certain users of Instagram (Kuss & Griffiths, 2017). Particularly university and college pupils are at incredible danger and risk to be inclined towards developing addictive Instagram usage due to their over-the-top and uncontrolled web utilization, broad leisure time, and adaptable timetables (Turel & Qahri-Saremi, 2016). Harris and Sutton in 1983, proposed a model for task procrastination in organizations (Harris & Sutton, 1983) They proposed three situational variables in which task procrastination could take place: the attributes of a focal task, the link between other tasks and the focal task, and the relationship between the focal task and organizational characteristics (Harris & Sutton, 1983).

Talking about procrastination at the workplace, another key concept that has not been researched a lot before is presenteeism. It has been proposed that non-business-related presenteeism is a developing reason for worry for associations, particularly in business conditions where worldwide competitiveness requests a profoundly proficient and useful labor force (d'Abate & Eddy, 2007). Presenteeism is defined as going to work however captivating in private exercises, costing companies in America US\$8875 per representative each year based on the small part of losing efficiency from detailed compensation figures (d'Abate & Eddy, 2007). In that research, the absolute cost of lost efficiency owing to non-work-related presenteeism was roughly US\$1,020,625 per year. In comparison to absenteeism, which is defined as failing to show up for scheduled work (Johns, 2010), presenteeism is becoming a bigger monetary issue for organizations (Goetzel, 2004), accounting for 63 percent of Bank One's wellbeing-related costs (US\$311.8 million), while absenteeism accounted for 6 percent (US\$27 million) (Hemp, 2004). This finding recommends that representatives who go to work, and those who can't work because of disease or individual issues, both cost an association in terms of lowered efficiency and productivity. This lowered efficiency includes working at a low pace, reducing the quality of work, reducing output, and committing more errors at work (Hemp, 2004). However, the appropriate using of communication tools can also make communication and cooperation among colleagues effective (Tóth et. al, 2023). The cooperation can facilitate the achievement of a common goal that has real stakes for those involved in the cooperation (Szentesi et. al, 2021).

Having discussed the different life settings where procrastination occurs, it is important to understand the reasons or factors associated with it. Most of these factors also serve as the root causes of procrastination. The rest of them are either the outcomes or simply related to it. In this review, we have tried to encompass most of these factors which are closely associated with procrastination and affect performance. The published literature and particularly the systematic reviews

conducted on procrastination talk more about the types of factors impacting procrastination whereas, we present both sides of the coin and have also selected articles that talk about the environmental factors present in each setting, that are related to procrastination. It is a very upsetting phenomenon that people usually take as part of a normal routine, and it can have a severe psychological impact on the person experiencing it. In addition to the performance issues and disturbed work-life balance, in this review, we have tried to shed more light on the psychological implications like low self-esteem, anxiety, depression, etc. These psychological impacts if not addressed properly and at the right time, can prolong the mental illness of people being studied and cause irreparable damage.

MATERIALS AND METHODS

Search Strategy

The writing search was led through a PC search of five data sets (Web of Science, Scopus, PUBMED, DOAJ, JSTOR, Science Direct) for suitable papers from 1988 until 2022. The electronic search started on January 1, 2022, and closed on February 1, 2022. Search terms were created by inspecting the current literature. Subject headings for „procrastination”, „Procrastination at the workplace”, „social media use and procrastination” and „academic performance and procrastination” were utilized. These search terms were joined utilizing „AND” and looked in „All Fields” of every information base. Reference arrangements of full-text articles were explored to guarantee no examinations were ignored.

Inclusion & Exclusion Criteria

Peer-reviewed articles that were published between 1988 and February 2022 were included in this review. Qualitative and quantitative research was incorporated, regardless of the research design. In light of the restricted examination explicit to procrastination in each field, studies with a mixed sample of procrastination (general and academic) were accepted. Considering this is a point with a creating proof base, this choice was made to be comprehensive of all respondents encountering procrastination who have participated in the research. To guarantee all applicable writing was captured, studies that investigated procrastination were included irrespective of the type and cause. Articles were included if they investigated or unintentionally explored the drivers of procrastination and their impact in each field. Procrastination is the deliberate delaying of any task at hand. Case studies and reports, narrative reviews, conference abstracts, and papers were excluded. Articles that were published in any other language instead of English, were also excluded.

Measurement of the risk of bias and determining the strength of conclusions

For measuring the risk of bias and consistency in the body of evidence, the GRADE tool has been used. The risk was reduced by incorporating assessments into broader measures of the quality of evidence. Also, the authors have tried, through their judgment, to reduce uncertainty and provide maximum confidence in the body of evidence for the outcome.

Data synthesis

Keeping in mind the collection of the study samples and designs, the approach most suitable i.e., narrative synthesis and tabulation was adopted. The steps included in narrative synthesis were the reduction of data, its comparison, and concluding. Data reduction engaged the recognition of primary themes (drivers and impact), which were then distributed into subcategories to facilitate better analysis. This subcategory classification depended on the calculated characterization of members' experiences and mentalities. Individual These drivers and impacts under each subcategory were then analyzed for frequency using frequency counts in Microsoft Excel. Information examination included recognizing examples, subjects, or relationships among information and gathering comparable topics together. Conclusions were drawn by checking subjects and subgroups against the primary information source.

RESULTS

The progression of records through the rapid review is summed up in Figure 1. The initial search taken place yielded inquiry yielded 96 articles after the duplicates were removed. In light of the screening titles and abstracts, a further 56 articles were removed. No extra stud-

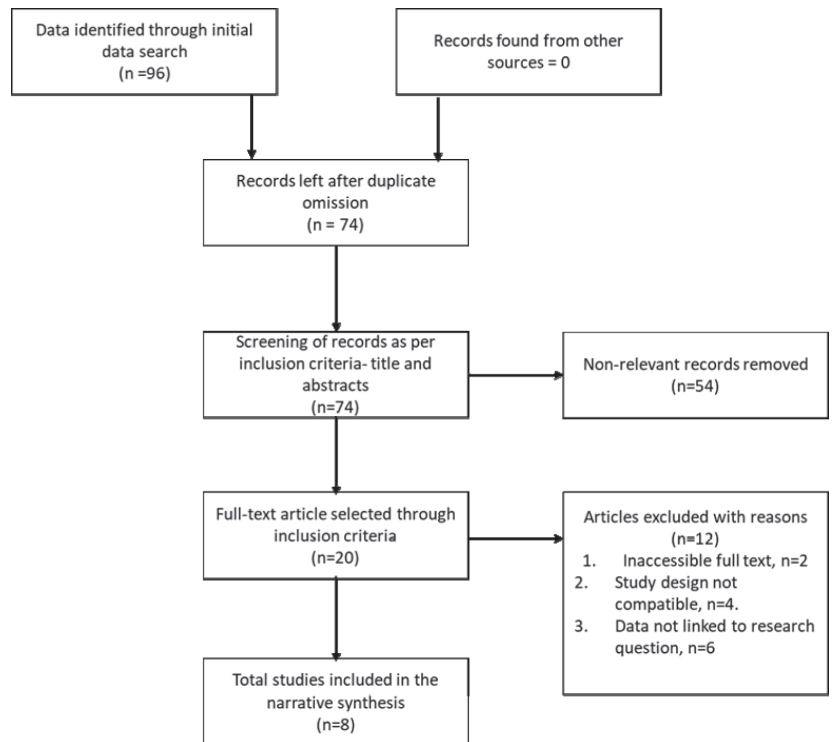


Figure 1. PRISMA flow diagram for inclusion of studies and exclusion reasons

ies were found in the reference records. Twenty examinations were perused in full and 12 were excluded for the reason of full text not being accessible, research design incompatibility,

Table 1. Overview of included studies (N = 8)

Study Number	Author & Year	Purpose	Setting	Country	Sample Size	Mean Age	Study Design	Key Findings	Future Directions
1.	Pekpazar et al., 2021	To investigate the impact of self-esteem, procrastination, and Instagram addiction on the academic performance of university students.	University Student	Turkey	378	23.8	Questionnaire	Instagram addiction has a major impact on procrastination, which has a direct detrimental impact on academic achievement.	Consider demographic information such as respondents' education level, age, daily Instagram use, and gender, as well as information from other countries. Include the influence of additional platforms such as Facebook, YouTube, Twitter, and so on.
2.	Zabelina et al., 2018	To study the results of time perspective as A predictor of procrastination	University Students	Russia	200	20.5	Mixed Method	People show a high tendency to permanently postpone even important and urgent matters, which leads them to life problems and painful psychological effects.	It is necessary to expand the set of constructs and techniques that study the psychological time of A personality (for example, temporal focus, polychronic, time attitudes, mind time, and others).
3.	Rapoport et al., 2022	To study the relationship between self-compassion and procrastination and their impact on health-promoting behavior	Sports Enthusiasts	Germany	255	27.29	Questionnaire	Intention-action gap was evidenced in inators only when they were low in self-compassion	To take a closer look at the role of emotions. Self-compassionate individuals can endure strongly negative emotions

Study Number		Purpose	Setting	Country	Sample Size	Mean Age	Study Design	Key Findings	Future Directions
4.	Meirvan, Goroshit & Viengarten, 2021	To investigate the extent to which procrastination at work may be predicted by a procrastinating personality trait (i.e., general and decisional procrastination), as well as the influence of the work situation on this connection.	Public Sector	Israel	204	44	Questionnaire	Both personality-oriented types of procrastination positively predicted procrastination at work, with decisional procrastination as the stronger predictor.	Future WP research should investigate this topic using bigger random samples derived from other communities and organizations. Other designs (e.g., longitudinal) should be examined, as should more representative samples (e.g., probability samples) and more specific work characteristics (e.g., time demands, autonomy, and support).
5.	Metin, Taris & Peeters, 2016	The purpose of this paper is to give empirical data on the workplace correlates of procrastination.	Corporate Sector	Netherlands & Turkey	443	36.3	Questionnaire	PAWS is a valid instrument to measure workplace procrastination. The understimulating work environment was associated with workplace boredom.	Researchers are encouraged to conduct job-specific studies in the future to examine the differences among certain job types or sectors such as ICT, which might be more frequently engaging in cyberslacking than others.
6.	Wan, Downey & Stough, 2014	To see if there were any significant links between non-work-related presenteeism and four theoretically connected psychological variables: emotional intelligence (EI), job stress, boredom, and procrastination.	Corporate Sector	UK & Australia	184	38.61	Questionnaire	There was a strong link between non-work-related presenteeism and EI, boredom, and procrastination.	Future studies concerning the cost of non-work presenteeism, the contribution of individual differences in EI, or the ability to cope with stressful, boring, or monotonous workplaces should be considered
7.	Sun & Kim, 2022	The purpose of this research was to look at the impact of procrastination heterogeneity on team performance.	University Students	USA	93	21	Mixed Method	Homogeneous teams of procrastination perform better than heterogeneous teams	Larger sample size. Longitudinal study
8.	Przepiorka, Blachnio and Díaz-Morales, 2016	To investigate if procrastination is related to Facebook intrusion and intensity.	Facebook Users	Facebook Users	954	20.84	Questionnaire	Procrastination, both general and decisional, is a strong predictor of Facebook intrusion and intensity.	Other types of procrastination should be investigated in future studies.

Table 1. Overview of included studies (N = 8)

or not congruent with the research objectives. A detailed overview of the included studies can be found in Table 1. This section may be divided into subheadings. It should provide a concise and precise description of the experimental results, their interpretation, as well as the experimental conclusions that can be drawn.

The strength of this survey was the consideration of a combination of qualitative and quantitative methodologies. This quick survey followed a clear and simple approach to enable repetition. The use of the Mixed Methods Appraisal Tool was

likewise a strength, provided its capacity to survey the systemic quality across various review plans.

DISCUSSION

The results of the rapid review reveal that there are some very important factors involved in a person's life that reduce as well as increase procrastination. People with high self-compassion experience very less procrastination issues than the ones having low self-compassion. Similarly, time perspective is also an important factor impacting procrastination. The person who

procrastinates thinks he is going to save time and do the task later whereas he doesn't realize that procrastination is an irrational, complex mechanism that is only going to reduce his productivity. As identified in the recent body of knowledge, social media addiction has a significant positive effect on procrastination. This thing alone is fueling procrastination more than anything in the world right now.

Talking about the outcomes of procrastination, this review also highlighted some chronic outcomes like sleep deprivation/disturbance and functional disability. The procrastination cycle, if prolonged and not addressed timely, can hinder your cognitive abilities to perform tasks effectively and efficiently. More important factors like presenteeism and job stress were also identified in this review. Boredom and job stress, tend to demotivate the employee and he starts to lose interest in the workplace. He ignores the significance of deadlines and, hence procrastinates to keep making things worse for him at the workplace. Emotional intelligence, however, plays a key role in dealing with it. Literature reveals that EI has a significant negative relationship with boredom, presenteeism, and procrastination.

There are some limitations of this review study. We identified a methodological limitation across the included studies. Keeping in mind that this was a rapid review conducted in a limited time full-text screening, information extraction, and the quality examination were just finished by one reviewer. Another limitation of this review is the absence of well-being and employee vitality research during the selection criteria. These phenomena are closely related to and affect procrastination both negatively and positively.

CONCLUSION

The phenomenon of procrastination is eminent in every field of life. Especially for young people belonging to the 21st century, procrastination is becoming a chronic issue with excessive, rather addictive usage of social media. Further research ought to use the characteristics of both quantitative and qualitative methods to study the challenges faced by people in all settings facing procrastination. This rapid review has been pivotal in identifying the underlying causes, impacts, and other external factors associated with procrastination. It is to be noted, that very little qualitative research has been conducted in this area and the issues need to be studied in detail. There is a lot of room for research in the domain of presenteeism and procrastination. The link between the use of social media and procrastination has already been established through the existing literature, but how it impacts employee vitality and well-being still needs to be studied. Future research should also explore a list of demographics, clinical, and psychosocial factors (self-efficacy, anxiety, depression, burnout, and social support) associated with procrastination and its long-term consequences.

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