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HELPING PEOPLE MARKET THEIR BUSINESS ONLINE

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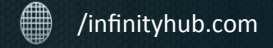
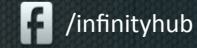


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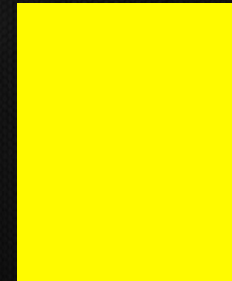
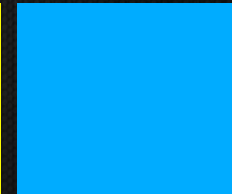
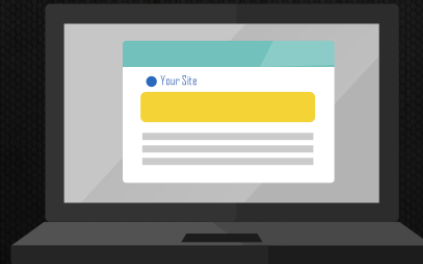
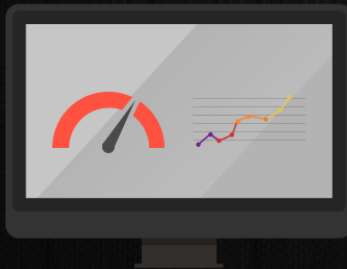
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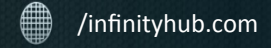


Preparation before getting projects





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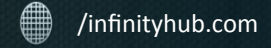
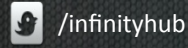


I. Communication

Even how skillful you are if you don't know how to communicate effectively, you will never grow in online industry.



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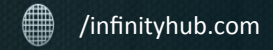
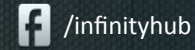
II. Acquiring skill sets

Skills set are one of the big criteria that client will hire you. This is the area where you can convince client that you are capable to handle this job.





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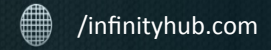


Preparation really matters and it requires practice effectively.

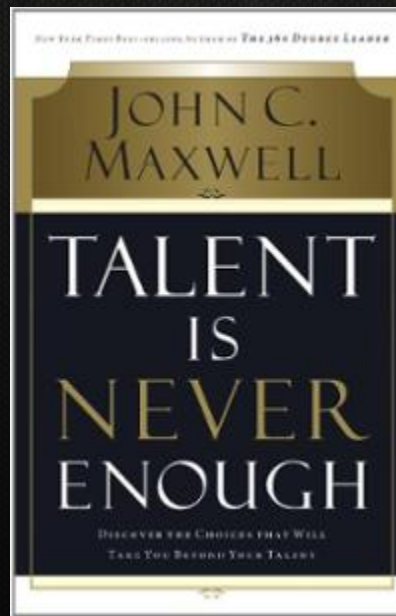




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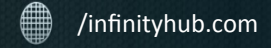


“The Five Pillars of Practice” John Maxwell





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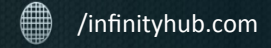


Pillar #1 An excellent Teacher or Coach

People who perform at their peak practice effectively, and they practice effectively under the leadership of a great teacher.



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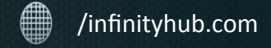
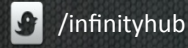


Pillar #2 Your Best Effort

Industrialist and philanthropist Andrew Carnegie declared, “There is no use whatever trying to help people who do not help themselves. You cannot push anyone up a ladder unless he is willing to climb him-self”.



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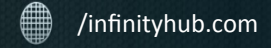


Pillar #3 A Clear Purpose

PGA Golfer Warren Bottke says that when he works with a new client, the first thing he does is to establish the purpose of practice. That usually mean indentifying a specific goal for each practice session.



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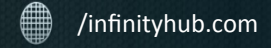


Pillar #4 The Greatest Potential

Have you ever noticed that two people on the same team with the same coach can practice with equal focus, effort, and purpose and have very different results?



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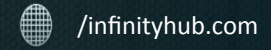
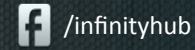


Pillar #5 The right Resources

Even if you do many things right, including finding a good coach or mentor, focusing in your area of greatest potential, giving your best, and doing so with purpose, you can still fall short without the right resources.



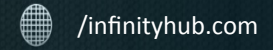
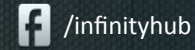
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How will client knows about how good you are in your craft?



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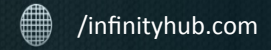
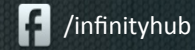


Branding Yourself





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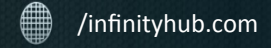
Branding Yourself

- Logo
- Business cards
 - Website





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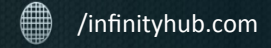
Domain name:

- Easy to remember
 - Easy to spell
- Appropriately descriptive





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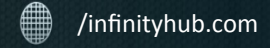
Domain name:

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When it comes to building your website, there are few key pieces of information that must be on there, they are:

I. An Introduction of some sort usually just a statement is best

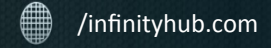
II. Your services, or else how will anyone what you

III. Examples of your previous work

III. Contact details



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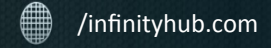
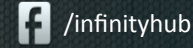
Where do you find work?

The key to getting started as a freelancer is to have work. But where do you find your first jobs and indeed your later jobs too? And what do you put in your portfolio if everything you've ever done belongs to your old employers?





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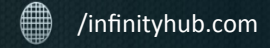
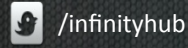


There are several jobs board that I see as legitimate jobs to meet our standards:

- **E lance**
- **Odesk**
- **Virtual Staff Finder**
- **Onlinjobs.ph**



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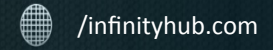
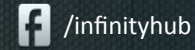


If you have nothing to show for yourself for whatever reason then you had either better be a great talker or find something to put as a sample. This might mean:

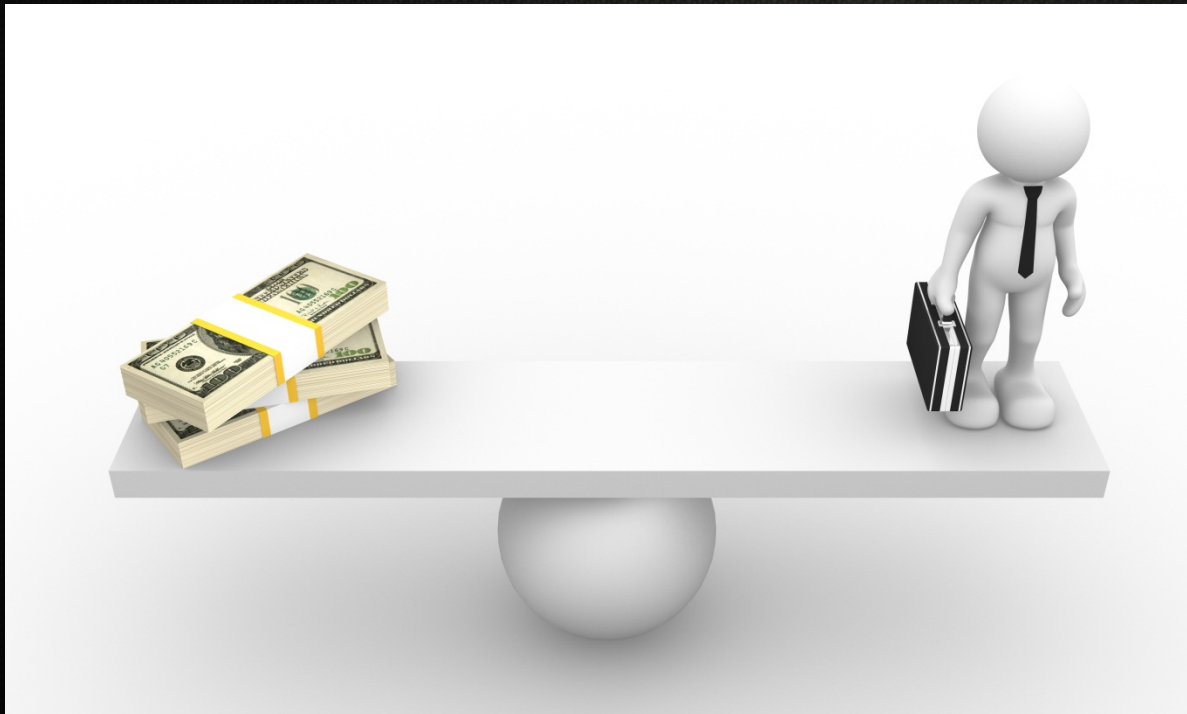
1. Creating an imaginary job for yourself and executing
2. Offering your services for free to someone
3. Talking your last employer into allowing you to show some of your old work for a specific period of time.



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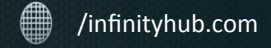
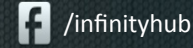


Quoting and Estimating





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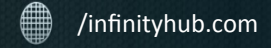
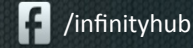


From time to time a project will blow out its schedule.

1. You underestimated how much work was involved
2. The client has miscommunicated what the project entailed



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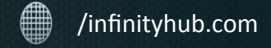
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How much is right?





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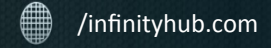
Finding your hourly rate involves the following considerations:

1. What do other charge?

2. What is the maximum you can charge?



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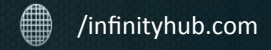
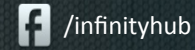
Working on the client for tasks.

1. Recognizing Trouble Clients

2. Clients who ask a lot of questions about whether they will pay for things if they don't like them.



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Working on the client for tasks.


3. Just be responsible





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