

Topic 72

Upwork: Membership plans and freelancer programs & perks

A membership plan is a subscription that entitles the freelancers to certain benefits. All freelancers and agencies subscribe to a free or paid Upwork membership plan. Upwork Freelancer Basic membership is free of charge and provides all the functionality you'll need to use Upwork for your business. For those who want additional premium benefits, Upwork offer a paid Freelancer Plus membership option. They also offer a Plus membership plan for agencies.

Freelancer Basic membership (Free)

This includes a complete Upwork profile, the opportunity to buy Connects at any time, unlimited invitations to projects, and Payment Protection.

Freelancer Plus membership

Freelancer Plus is a monthly subscription for \$14.99 (USD) that is designed to help you more effectively market your services, submit proposals, and stand out from the crowd. When you upgrade to a Freelancer Plus plan, you'll experience the following benefits:

1. Be discoverable by keeping your profile active, even if you take a break
2. Be competitive with insight into competitor bid range on jobs
3. Engage and apply with 70 Connects per month
4. Stand out with a customized profile URL
5. Keep your earnings confidential

To upgrade to Freelancer Plus

- Go to Settings › Memberships & Connects
- Click the View or Edit Membership Plan
- Click the Upgrade button on the Plus plan

Difference between Freelancer Basic and Freelancer Plus plans.

Basic	Plus
Free	\$14.99 /month
Includes: <ul style="list-style-type: none">✓ Buy Connects as you need them for \$0.15 each*✓ Unused Connects rollover up to 140✓ Hourly protection to ensure you're paid for each hour worked✓ Fixed-price payments are secured through milestones✓ Limited reports and functionality.	Includes everything in Basic and also: <ul style="list-style-type: none">✓ 70 Connects/month✓ Your profile will never be set to hidden due to inactivity✓ Setting to keep your earnings confidential✓ View competitor bids for any job✓ Customize your profile URL✓ Extended reports and functionality, including grouping and sorting.



Freelancer Programs and Perks

At Upwork, the Freelancer Programs aim to help new and seasoned freelancers and agencies to grow their client base, and establish their freelance reputation on the platform. These Upwork programs offer eligible freelancers special perks and opportunities.

Below are the two programs offered by Upwork:

- Rising Talent
- Top Rated

Rising Talent

The Rising Talent program highlights some of the best new members in the Upwork marketplace. Rising Talent freelancers have great potential based on strong backgrounds in their fields and early success with their clients on Upwork.

Rising Talent members don't yet have an extensive work history on Upwork or a Job Success Score, but have shown potential via their profile, proposals, and early projects.

New freelancers who qualify to become Rising Talent are invited to the program via email. If you received an invite, you can follow the link in your email invitation to take the Upwork Readiness Test and complete your enrollment in the Rising Talent program.

Program Eligibility

While anyone without a Job Success score is eligible to participate in the Rising Talent program, there is no application process. New freelancers are added to the program once they qualify and meet the criteria below.

As Rising Talent, you must

- Pass the Upwork Readiness Test
- Complete your projects on time and as promised
- Maintain a 100% complete profile that accurately showcases your skills
- Keep your availability status up-to-date
- Regularly submit proposals to projects that match your skill set
- Adhere to the Upwork Terms of Service
- Have been active in the past 90 days or joined in the past 30 days

Program Perks

As a Rising Talent, you receive the following perks.

- A Rising Talent badge on your profile
- A one-time bonus of 30 free Connects for you to submit more proposals to clients
- Access to chat and ticket support from a specialized customer support team
- Reduced fees (starting at 10%) on Featured Jobs

Top Rated

The “Top Rated” program highlights the highest performing and most dependable freelancers and agencies on Upwork. It helps clients find a great match for their job. These members have built a strong reputation on Upwork by consistently delivering high-quality work for their clients.

When Freelancers earn this status, they will be recognized through a badge on their profile and rewarded with exclusive perks, including increased access to client projects.

Program Eligibility

You can manage your success on Upwork by tracking your Job Success Score, 12-month earnings, and more on your My Stats page.

To earn and maintain Top Rated status you must have:

- A current Job Success Score of 90% or higher
- First hire on Upwork was more than 90 days ago
- Maintained Rising Talent status or a Job Success Score of at least 90% for at least 13 of the last 16 weeks
- A 100% complete profile (90% for those who brought their profiles over from Elance)
- 12-month earnings of at least \$1,000
- Up-to-date availability (if unavailable now, set a date estimate)
- An account in good standing with no recent account holds
- Activity on the platform (proposal, accepted invitation, or earnings) in the past 90 days

Program Perks

As a Top Rated freelancer, you receive the following perks.

- A Top Rated badge on your Upwork freelancer profile
- Reduced fees (starting at 10%) on Featured Jobs
- Premium customer support, including phone and chat
- Exclusive invitations to submit proposals
- An exclusive Job Digest email to make it easier for you to find attractive opportunities
- The ability to exercise more control over your Job Success Score
- The opportunity to chat with Upwork during online office hours exclusively for Top Rated
- The opportunity to host Top Rated Events in your city



Topic 73

Upwork: Upwork agency and its pros and cons

Upwork agency is a sort of establishment where the talent pool of freelancers work under one umbrella. Upwork agency profile gives you the opportunity to tell your agency's story and showcase your brand, as well as highlight your past projects and achievements. With a range of customizable options, your agency profile can help you stand out to clients and win projects.

Business managers can submit proposals on behalf of anyone in the agency and agency members can submit proposals with their own profiles. Connects can't be assigned or restricted to specific agency members, and all members draw from the same shared Connects balance when submitting proposals. If you wish to restrict who can submit a proposal, please speak with your team and put rules in place.

If you want to create an agency and sell the services of other workers, you'll first need to create a freelancer account for the agency owner. Once that account is activated,

- Go to Settings › My Teams
- Select the Create a new account button at the bottom
- Select the New Freelancer Agency Account option and fill out the form

Upwork offers two types of membership plans to the agencies.

- Agency Basic
- Agency Plus

Agency Basic

Upwork basic agency is free to create. After you create your agency, the Account Menu will be where you can switch between your personal and agency account views. A person can only "own" one agency Upwork. You won't be able to make another one.

Agency Plus

Agency Plus is a monthly subscription for \$20.00 (USD) per month that gives agencies access to build their team and purchase shared agency Connects for \$0.15 (USD) per Connect.

When you upgrade to an Agency Plus plan, you'll experience the following benefits:

- Build your agency with unlimited team members
- Customize your Agency Profile URL to highlight your business
- Be competitive with insight into competitor bids on jobs
- Engage and apply by purchasing shared agency Connects
- Keep your earnings confidential

Agency Programs and Perks

Upwork offers two agency programs to its users. These Upwork programs offer eligible agencies special perks and opportunities. The purpose of each program is a little different.

- Rising Talent: To help you build your reputation on Upwork more quickly
- Top Rated: To highlight your impressive reputation on Upwork and help you continue your success

Criteria for a Rising Talent agency

- 2 or more team members
- Maintain a 100% complete agency profile
- Maintain a 100% complete agency owner profile
- Maintain a 60% or higher average profile completeness across the agency

As a Rising agency, you'll receive the following Perks

- A Rising Talent badge on your agency profile
- A one-time bonus of 30 free Connects for you to submit more proposals to clients
- Access to chat and ticket support from a specialized customer support team
- Reduced fees (starting at 10%) on Featured Jobs

Criteria for a Top Rated Agency

- An agency Job Success Score of 90% or higher
- An agency owner Job Success Score of 90% or higher (or none earned yet)
- Maintained agency Rising Talent status or an agency Job Success Score of at least 90% for at least 13 of the last 16 weeks
- A 100% complete Agency owner profile with photo (90% for those who brought their profiles over from Elance)
- An agency profile with a logo, overview, and services offered
- Agency member profiles at least 60% complete on average (50% for those who brought their profiles over from Elance)
- 12-month agency earnings of at least \$10,000
- Up-to-date availability (if unavailable now, set a date estimate)
- An account in good standing with no recent account holds (including yourself, your agency, and all agency members including agency owners)
- Activity on the platform (proposal, accepted invitation, or earnings) in the past 90 days

As a Top Rated agency, you'll receive the following Perks

- A badge on your Upwork agency profile
- A badge on your agency members' profiles – if they have enough history to have a Job Success Score, it will be a Top Rated badge, if they do not yet have enough history, it will be a Rising Talent badge as long as their profiles are at least 60% complete (50% for migrated freelancers)

Pros and Cons of an Upwork Agency Account

Below are the Pros and Cons of having an agency profile on Upwork for the freelancers.

Pros of an Upwork agency account

- Agencies offer a transition of talent as the project evolves.
- Agencies could also assist with scaling the project and, in a broader sense, with consulting services. For instance, if the agency already had prior experience with a similar project, they could point out to the piece of functionality to be improved/removed. Plus, they'll come up with a more realistic time estimate for an already proven solution.
- Communication with an agency is smoother and more productive because of a clear division or roles and responsibilities. A client is likely to communicate with the agency manager, who would further coordinate the work of the team members.
- Paying to the agency is easier than to a team of individual freelancers. The client just transfers the funds to the agency bank account and does no longer care about the amounts split between the team members.

Cons of an Upwork agency account

- Earning of agency only goes to the business manager's account unless s/he assigned the role to any other member.
- Agency can use the connects of other members without their permission.
- When working with an agency, a client does not always articulate the requirements directly to the freelancers working on the project. In most cases, there is a manager in charge of transmitting the client's vision to the team. So, the communication process is longer and somewhat more complicated.

Topic 74

Upwork: Payment verification and withdrawal methods

At Upwork, an individual or agency needs to add a Billing Method to the primary account if the user wants to upgrade the membership plan or buy a bundle of connects. Whereas for funds withdrawal, an individual or agency needs to integrate their bank details.

Let's discuss each of the following for further clarification.

Billing Methods

Before purchasing Connects or a membership plan, you'll need to add a Billing Method to your account. There are two billing methods available to freelancers.

1. Authenticate Credit or Debit
2. Use Upwork Balance

1. Credit or Debit Card

Upwork accepts Visa, Discover, Mastercard, and American Express. We do not accept virtual cards or gift cards. Prepaid cards may be used to purchase Connects, but not membership plans.

To add a credit card

- Go to Settings > Billing Methods
- Click the Add Method button
- Enter your Credit or Debit card details and click Continue
- Enter your billing address details and click Save

2. Upwork Balance

If you have sufficient balance available from Upwork earnings, you can use this balance to pay for your membership or purchase additional Connects. If your balance isn't sufficient, we'll charge your chosen billing method. You can remove billing methods at any time. However, to avoid interruption to your membership plan, you must have at least one billing method available. Before changing or deleting your primary billing method, you must add and set up an alternative payment method.

Upwork Withdrawal Methods

Upwork offers a number of choices for withdrawing funds. But Pakistani freelancers have the following withdrawal options to withdraw their earnings.

- Direct to Local Bank
- Payoneer

Direct to Local Bank

The cost per withdrawal direct to your local bank is \$0.99. Sending funds in your local currency may reduce or eliminate incoming bank fees. The currency conversion will be performed by Upwork's banking partner at the time the funds are sent to you. While it's not possible to show the real-time conversion rate, you can check the last exchange rate used by Upwork's banking partner on the manual withdrawal form.

In general, direct to local bank payments take up to four business days to arrive at your bank.

To Set Up a Direct to Local Bank Payment Method

- Go to Settings > Get Paid
- Click Add Method and select Direct to Local Bank
- Click the Set Up button for your chosen method and enter the information
- Choose a payment schedule and click Next

For security reasons, your new payment method will become active in three calendar days. Be sure to double check your account number(s) and details carefully. Accurate entry of these details is your responsibility and essential for successful withdrawals.

Payoneer

The cost per withdrawal from your Upwork account to Payoneer account is \$2.00 per withdrawal.

Transfers from Upwork to Payoneer typically take two days to clear. Payoneer has an instant loading option available, for an additional fee of \$2.50. You can set this option in your Payoneer account settings.

To Set Up a Payoneer Payment Method

- Go to Settings > Get Paid
- Click Add Method
- Click the Set Up button for your chosen method
- Complete the Payoneer registration process (either by creating a new account or logging in to add Upwork to an existing one)
- When you are finished, you will be automatically returned to the Upwork site
- Choose a payment schedule and click Next

For security reasons, your new payment method will become active in three days. Remember that the name on your Payoneer account must match your verified name on Upwork.

If you want to change your Payoneer account details for Upwork, the old Payoneer account will need to be disassociated by our Customer Support team.

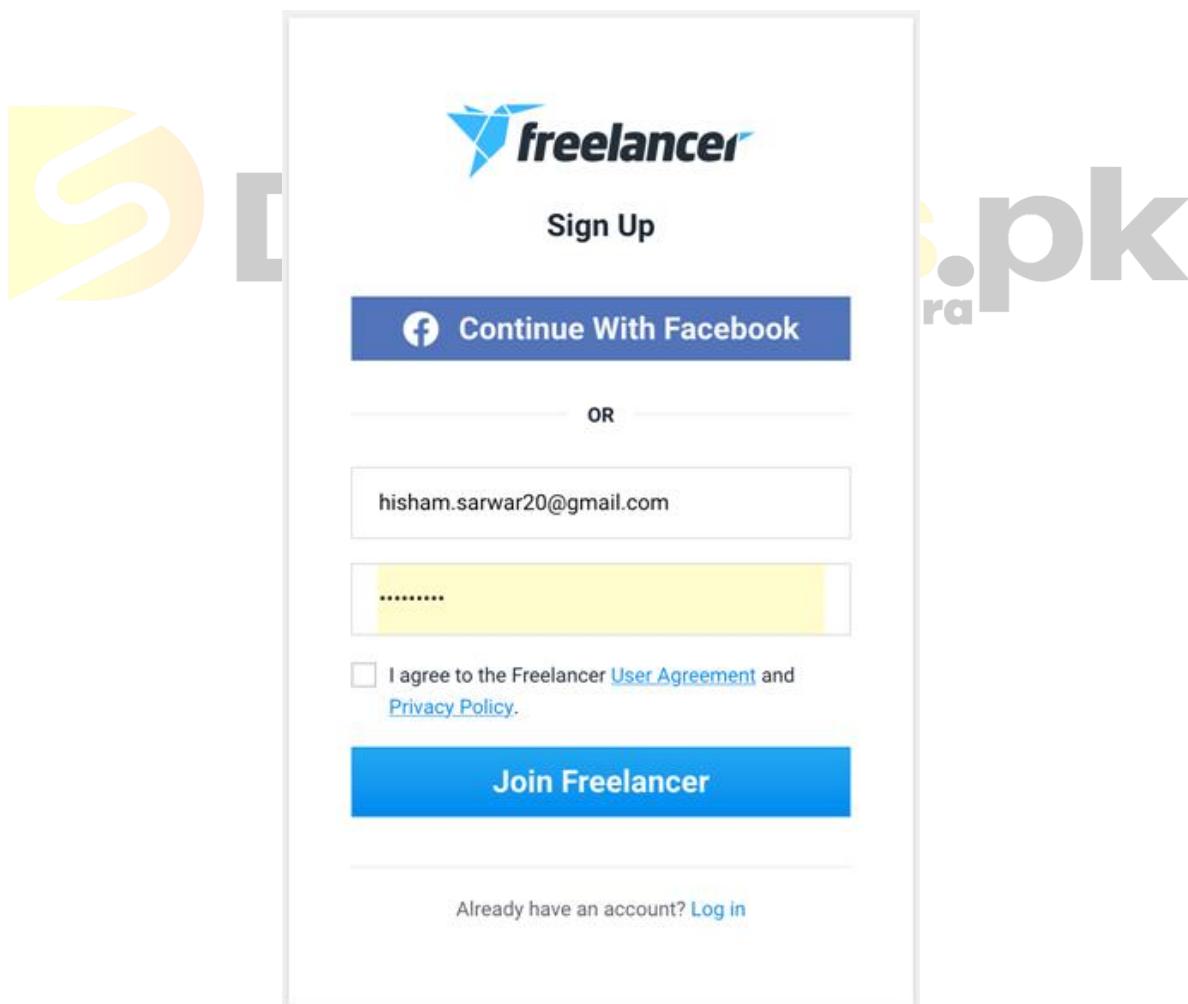
Topic 74

Introduction to Freelancer.com

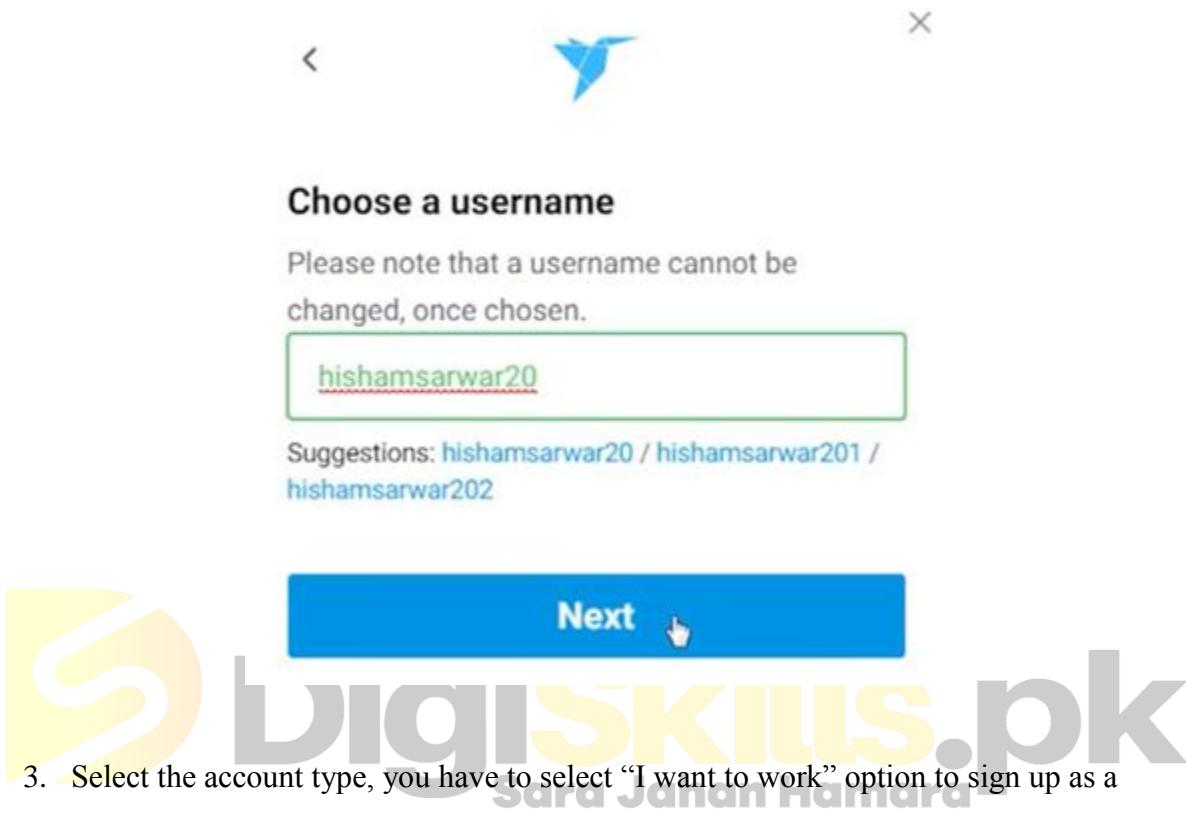
Freelancer.com is one of the biggest freelance marketplaces. The total number of registered users and posted jobs can be seen in the footer of the website. Freelancer.com is a traditional freelance marketplace where clients post the projects/jobs and the freelancers place their bids to win those projects.

To create an account on Freelancer.com, follow the steps mentioned below:

1. Go to <https://www.freelancer.com/> and click on Sign Up. You can either sign up with Facebook or email address.

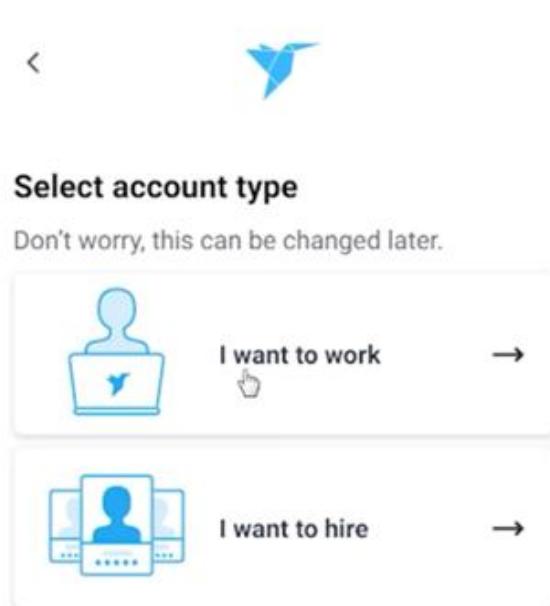


2. After clicking on Join Freelancer button, you will be asked to choose a username.



The screenshot shows a mobile application interface for choosing a username. At the top, there's a back arrow, a blue bird icon, and a close button (X). Below the header, the text "Choose a username" is displayed in bold. A note below it states: "Please note that a username cannot be changed, once chosen." A text input field contains the username "hishamsarwar20", which is underlined in red, indicating it's invalid or being checked. Below the input field, suggestions are listed: "Suggestions: [hishamsarwar20](#) / [hishamsarwar201](#) / [hishamsarwar202](#)". A large blue "Next" button is centered at the bottom of the screen.

3. Select the account type, you have to select “I want to work” option to sign up as a freelancer.

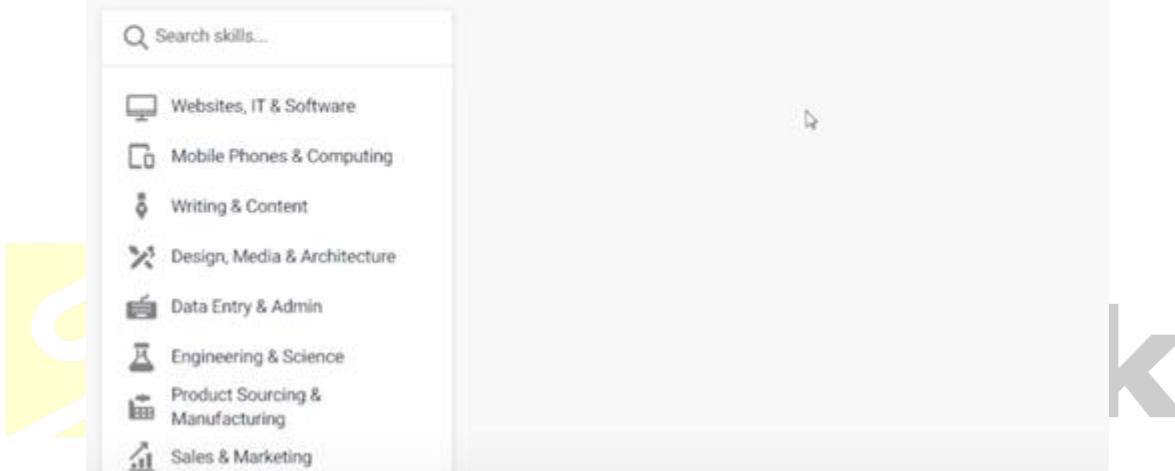


The screenshot shows a mobile application interface for selecting an account type. At the top, there's a back arrow, a blue bird icon, and a close button (X). Below the header, the text "Select account type" is displayed in bold. A note below it states: "Don't worry, this can be changed later." Two options are presented in boxes: "I want to work" (with a person icon) and "I want to hire" (with a group of people icon). Each option has a right-pointing arrow to its right. A hand cursor icon is shown pointing at the "I want to work" button.

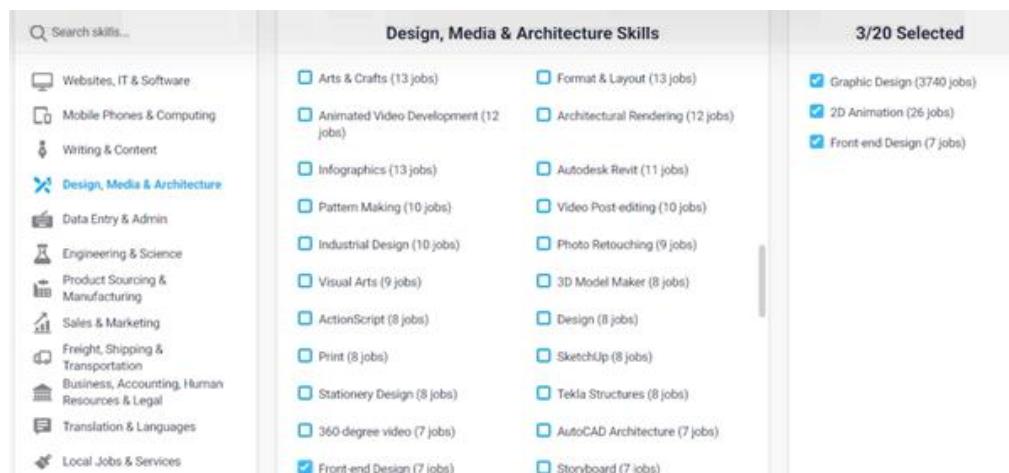
4. After selecting the account type, the sign up process will be completed and you will be redirected to the welcome page. After email verification, now you have to select the main skill and sub skills (services) you will be offering on the freelancer.com.

Welcome to Freelancer.com - the world's largest online platform for finding jobs!

Let's get started by selecting your skills to help us recommend jobs for you:



Search skills...		Design, Media & Architecture Skills	3/20 Selected
<input type="checkbox"/> Websites, IT & Software	<input type="checkbox"/> Arts & Crafts (13 jobs)	<input type="checkbox"/> Format & Layout (13 jobs)	<input checked="" type="checkbox"/> Graphic Design (3740 jobs)
<input type="checkbox"/> Mobile Phones & Computing	<input type="checkbox"/> Animated Video Development (12 jobs)	<input type="checkbox"/> Architectural Rendering (12 jobs)	<input checked="" type="checkbox"/> 2D Animation (26 jobs)
<input type="checkbox"/> Writing & Content	<input type="checkbox"/> Infographics (13 jobs)	<input type="checkbox"/> Autodesk Revit (11 jobs)	<input checked="" type="checkbox"/> Front-end Design (7 jobs)
<input checked="" type="checkbox"/> Design, Media & Architecture	<input type="checkbox"/> Pattern Making (10 jobs)	<input type="checkbox"/> Video Post-editing (10 jobs)	
<input type="checkbox"/> Data Entry & Admin	<input type="checkbox"/> Industrial Design (10 jobs)	<input type="checkbox"/> Photo Retouching (9 jobs)	
<input type="checkbox"/> Engineering & Science	<input type="checkbox"/> Visual Arts (9 jobs)	<input type="checkbox"/> 3D Model Maker (8 jobs)	
<input type="checkbox"/> Product Sourcing & Manufacturing	<input type="checkbox"/> ActionScript (8 jobs)	<input type="checkbox"/> Design (11 jobs)	
<input type="checkbox"/> Sales & Marketing	<input type="checkbox"/> Print (8 jobs)	<input type="checkbox"/> SketchUp (8 jobs)	
<input type="checkbox"/> Freight, Shipping & Transportation	<input type="checkbox"/> Stationery Design (8 jobs)	<input type="checkbox"/> Tekla Structures (8 jobs)	
<input type="checkbox"/> Business, Accounting, Human Resources & Legal	<input type="checkbox"/> 360-degree video (7 jobs)	<input type="checkbox"/> AutoCAD Architecture (7 jobs)	
<input type="checkbox"/> Translation & Languages	<input checked="" type="checkbox"/> Front-end Design (7 jobs)	<input type="checkbox"/> Storyboard (7 jobs)	
<input type="checkbox"/> Local Jobs & Services			



Search skills...		Design, Media & Architecture Skills	3/20 Selected
<input type="checkbox"/> Websites, IT & Software	<input type="checkbox"/> Arts & Crafts (13 jobs)	<input type="checkbox"/> Format & Layout (13 jobs)	<input checked="" type="checkbox"/> Graphic Design (3740 jobs)
<input type="checkbox"/> Mobile Phones & Computing	<input type="checkbox"/> Animated Video Development (12 jobs)	<input type="checkbox"/> Architectural Rendering (12 jobs)	<input checked="" type="checkbox"/> 2D Animation (26 jobs)
<input type="checkbox"/> Writing & Content	<input type="checkbox"/> Infographics (13 jobs)	<input type="checkbox"/> Autodesk Revit (11 jobs)	<input checked="" type="checkbox"/> Front-end Design (7 jobs)
<input checked="" type="checkbox"/> Design, Media & Architecture	<input type="checkbox"/> Pattern Making (10 jobs)	<input type="checkbox"/> Video Post-editing (10 jobs)	
<input type="checkbox"/> Data Entry & Admin	<input type="checkbox"/> Industrial Design (10 jobs)	<input type="checkbox"/> Photo Retouching (9 jobs)	
<input type="checkbox"/> Engineering & Science	<input type="checkbox"/> Visual Arts (9 jobs)	<input type="checkbox"/> 3D Model Maker (8 jobs)	
<input type="checkbox"/> Product Sourcing & Manufacturing	<input type="checkbox"/> ActionScript (8 jobs)	<input type="checkbox"/> Design (11 jobs)	
<input type="checkbox"/> Sales & Marketing	<input type="checkbox"/> Print (8 jobs)	<input type="checkbox"/> SketchUp (8 jobs)	
<input type="checkbox"/> Freight, Shipping & Transportation	<input type="checkbox"/> Stationery Design (8 jobs)	<input type="checkbox"/> Tekla Structures (8 jobs)	
<input type="checkbox"/> Business, Accounting, Human Resources & Legal	<input type="checkbox"/> 360-degree video (7 jobs)	<input type="checkbox"/> AutoCAD Architecture (7 jobs)	
<input type="checkbox"/> Translation & Languages	<input checked="" type="checkbox"/> Front-end Design (7 jobs)	<input type="checkbox"/> Storyboard (7 jobs)	
<input type="checkbox"/> Local Jobs & Services			

5. Complete your profile by entering your name, languages, and experience level.

Complete Your Profile

Fill in your profile for employers to better understand your services when they visit your profile page.

It is important to leave accurate information here to maximize your chances of getting jobs.

FULL NAME	Hisham Sarwar	
LANGUAGES	English	
EXPERIENCE	BEGINNER INTERMEDIATE ADVANCED	
How would you rate your experience with the skills you have selected?		
You have been working with these skills for less than a year and are still learning	You have been working with these skills for 2 to 5 years and can complete most common tasks	You have been working with these skills for more than 5 years, and are an expert in them.

6. In the next step, you will be asked to verify your payment method. It is not mandatory because you don't have to purchase a membership plan or extra bids, so you can click on "Skip for now".

Select a Payment Method to verify:

Credit / Debit Card  Verify Payment	PayPal  Verify Payment
--	--

Why should I verify a Payment Method?

[Skip for now →](#)

7. A verification email will be sent to your email address, click on the “Verify your Email” button given in the email to verify your email address.
8. Go to your freelancer account, click on username given on the top right corner of the page and then click on “View Profile” to see and edit your profile.

FINANCES	Manage →	ACCOUNT	Manage →
Balances		View Profile	
\$0.00 USD		Manage Membership	
Deposit Funds		User Settings	
Withdraw Funds		Discover Insights	
Transaction History		Get Support	
Financial Dashboard		Invite Friend	
		Logout	

9. Click on “Edit Profile” button to add the headline (Hagline), Summary (Profile description), Profile Picture and Hourly Rate and click “Save” button.



Hourly Rate

USD / Hr

Hisham S. @hishamsarwar20

Professional Headline

Professional Graphic Designer

Summary

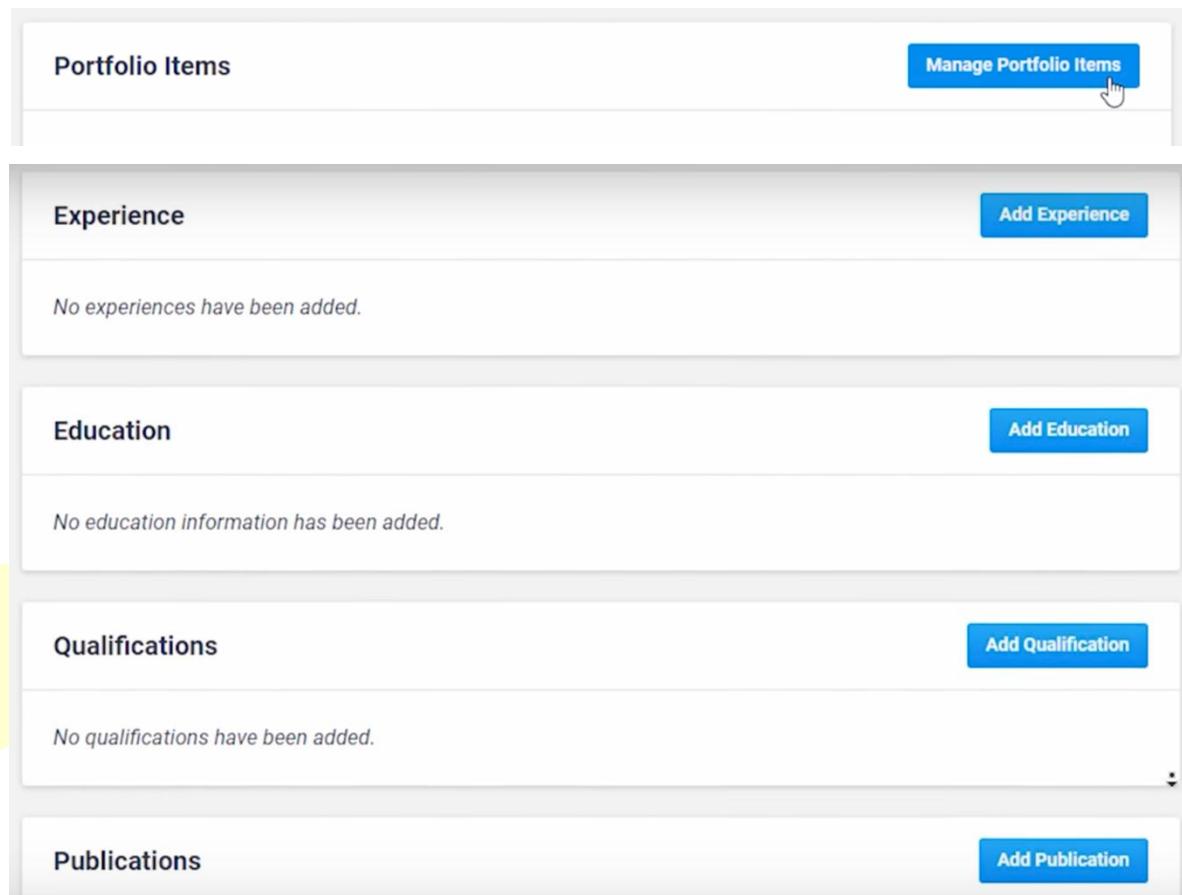
I specialize in UI/UX & Interaction design with a keen interest in typography.
I'm passionate about design, new technology and making people's lives easier by creating user-friendly, intuitive digital products and interfaces.

SKILLS:

User Experience Design, User Interface Design, Responsive Web Design, Mobile App Design, Functional Specs, Research & Analysis, User Flow Design, UX Strategy

Cancel
Save

10. Scroll down to upload your portfolio and add your Experience, Education, Qualifications, and Publications.



The screenshot shows a user interface for managing a portfolio. At the top, there is a header titled "Portfolio Items" with a "Manage Portfolio Items" button. Below this, there are four main sections: "Experience", "Education", "Qualifications", and "Publications". Each section has a title, a descriptive message indicating no items have been added, and a blue "Add [Section]" button. A vertical yellow bar is positioned on the left side of the interface.

- Experience:** No experiences have been added. Add Experience
- Education:** No education information has been added. Add Education
- Qualifications:** No qualifications have been added. Add Qualification
- Publications:** Add Publication

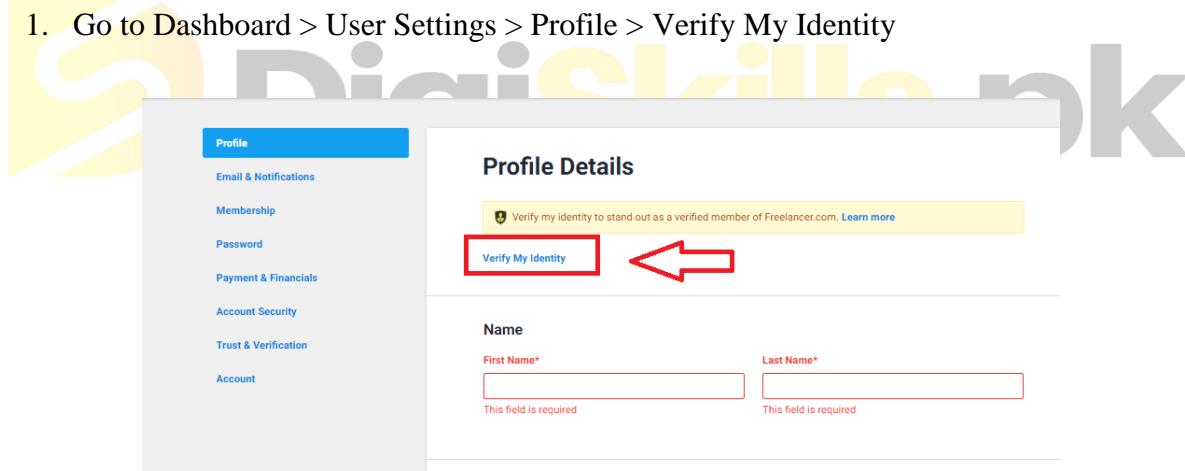
Identity Verification

Each freelance marketplace has its own identity verification policies. At freelancer.com, sellers are encouraged to verify their identity to market themselves to potential Buyers as trusted members of Freelancer.com community in beginning and for that they are required to provide the following information.

- Proof of identity by submitting a Government-issued photo ID.
- Keycode Verification by submitting a photo of you holding a unique code (that you will be provided) and your ID side-by-side.
- Proof of address by submitting two different copies of a recent utility bill, such as an electric, gas, water or phone bill, or a recent bank statement.

To verify your identity, follow the steps given below:

1. Go to Dashboard > User Settings > Profile > Verify My Identity



2. To verify your identity, you will be asked to provide:



3. After selecting the country, click on the verify myself button in fill in the required details.

Verification Center

1 Proof of Identity 2 Keycode Verification 3 Proof of Address

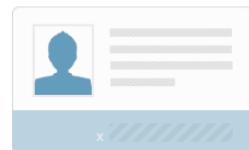
Confirm Your Details

First Name:

Last Name:

Date of Birth: Day Month Year

Upload a Scan of Your ID



Please upload a Government issued ID such as a [Passport](#), current [Driver's License](#) or [National ID Card](#).

Ensure you upload the [front](#) and [back](#) of your Driver's License or National ID Card.

[What ID's are accepted?](#)

 [Take a photo](#)

 [Add files...](#) Drag and Drop multiple files here.

ID Issuing Country: Select issuing country..

ID Type: Select an ID type..

ID Number:

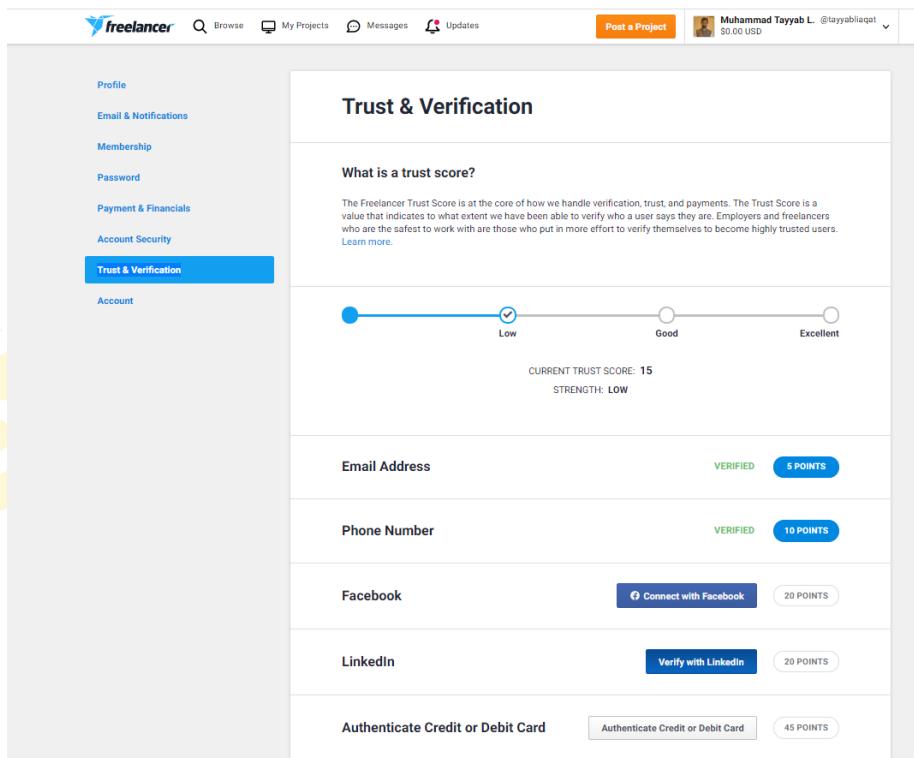
ID Expires on: Day Month Year

The uploaded document shows my current address

Save and Continue Click to cancel request

Trust Score

The Trust Score points can be used to build the trust of the clients. Most of the clients choose a client with the higher trust score. To check your Trust Score, go to Dashboard > User Settings> Trust & Verification. You can verify your email address and phone number, connect your Facebook and LinkedIn profile, and authenticate your Debit or Credit Card to earn the points and increase your trust score.



The screenshot shows the 'Trust & Verification' section of the Freelancer user settings. On the left sidebar, the 'Trust & Verification' tab is selected. The main content area displays a summary of the current trust score:

- CURRENT TRUST SCORE: 15**
- STRENGTH: LOW**

A horizontal slider indicates the current score is at the 'Low' end, between 'Low' and 'Good'. Below this, there are five verification sections, each with a progress bar and a button to earn more points:

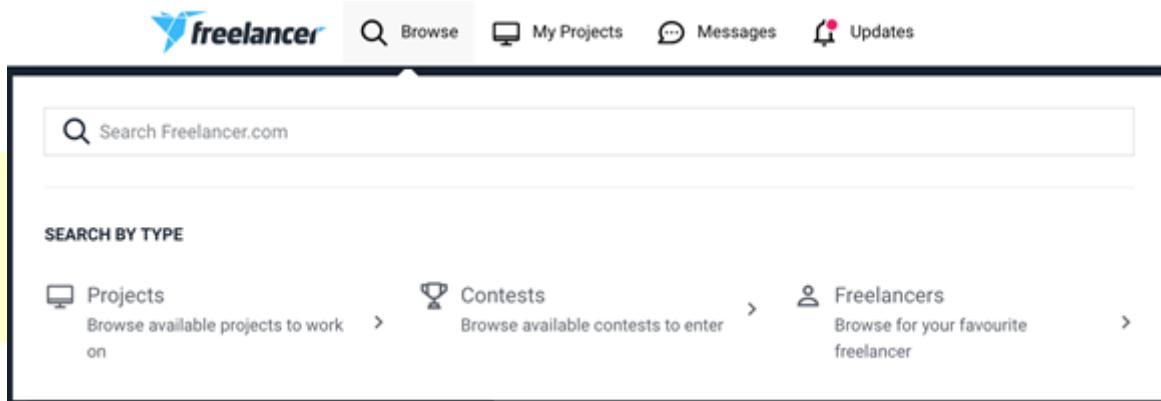
- Email Address:** VERIFIED | 5 POINTS
- Phone Number:** VERIFIED | 10 POINTS
- Facebook:** Connect with Facebook | 20 POINTS
- LinkedIn:** Verify with LinkedIn | 20 POINTS
- Authenticate Credit or Debit Card:** Authenticate Credit or Debit Card | 45 POINTS

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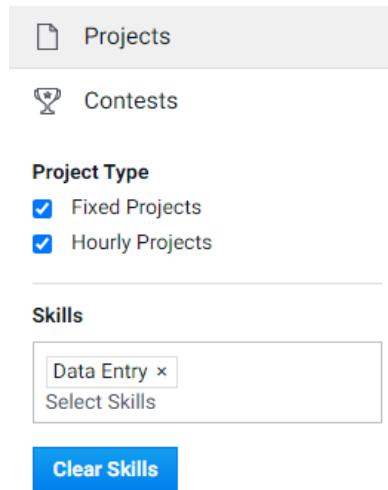
Freelancer: Bidding on projects, bid types and requesting milestone's payment

On Freelancer.com, free members earn a total of 8 bids in the span of 1 month at a set interval of 1 bid every 90 hrs. To search the projects and submit your proposal, follow the steps given below:

1. Click on Browse and then Projects to view the projects related to your skillset. You can also use the “Updates” button to find the project which are posted recently and are related to your skills mentioned in your profile.



2. You can select type of projects you want to browse and also update the skills from the column given on the left side of the Projects page.



3. Open the project that matches your expertise.

🔍

1,089 Results

Sort by: **Latest** ▾

🕒
Data entry job

I need you to fill in a spreadsheet with data.

Open 1 minute ago — 5 bids
No jobs completed yet

Copywriting, Data Entry, Excel, Copy Typing

\$1 - \$5
USD per hour

💻
Data Typing

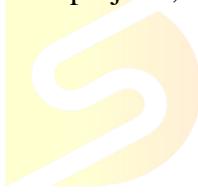
We are looking for scanned file to convert into wordpad format. Expert in typing.

Open 3 minutes ago — 19 bids
No jobs completed yet

Data Processing, Data Entry, Excel, PDF, Word

\$250 - \$750
USD

4. Check the About the Employer section to verify the employer, check for the completed projects, reviews and payment method.


D

About the Employer



📍 Australia 

💻 6 projects completed

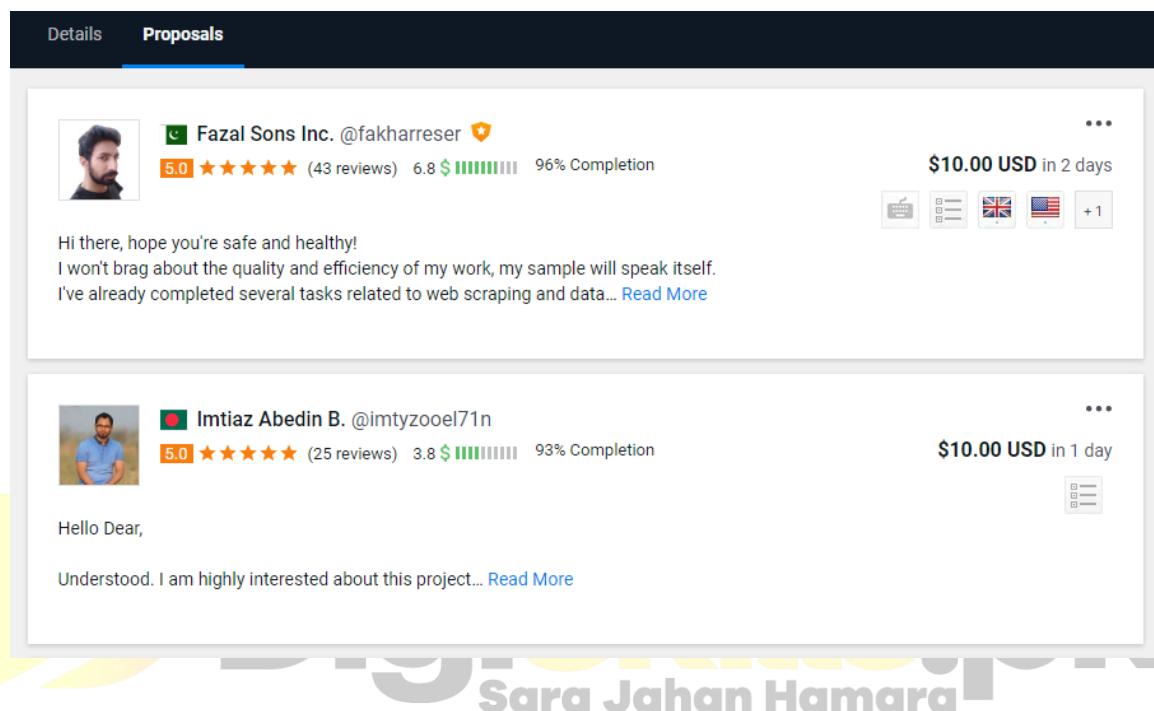
👤 5.0 ★★★★★ (6 reviews)

⌚ Member since Oct 24, 2019

Employer Verification

- ✅ Identity verified
- 🛡️ Payment method verified
- 📄 Deposit made
- ✉️ Email address verified
- 👤 Profile completed
- 📞 Phone number verified

5. Click on the Proposals tab to see the already submitted proposals of other freelancers.
You can also check the profile details (reviews, earnings, completion rate, etc) of your competitors.



The screenshot shows the 'Proposals' tab selected in the navigation bar. It displays two proposals:

- Fazal Sons Inc. @fakharreser**: 5.0 stars (43 reviews), 6.8 \$, 96% Completion. Bid: \$10.00 USD in 2 days. Message: "Hi there, hope you're safe and healthy! I won't brag about the quality and efficiency of my work, my sample will speak itself. I've already completed several tasks related to web scraping and data..." [Read More](#)
- Imtiaz Abedin B. @imtyzooel71n**: 5.0 stars (25 reviews), 3.8 \$, 93% Completion. Bid: \$10.00 USD in 1 day. Message: "Hello Dear, Understood. I am highly interested about this project..." [Read More](#)

6. Navigate to Details tab to submit your proposal. Write the bid amount, timeframe, and your proposal.

You will be able to edit your bid until the project is awarded to someone.

Bid Details

Bid Amount

\$ 140

This project will be delivered in

7

Days

Paid to you: \$140.00 - \$14.00 fee = \$126.00 [?](#)

Describe your proposal

Hi there!

I'm professional graphic designer from Pakistan and your project is really interesting for me. I can make you perfect brochure design for your company. I read project brief and would like to ask some questions. How many pages will be in your brochure? Do you need it digital or for printing? Some examples of my works you could see on my profile: www.freelancer.com/u/hishamsarwar50 I'm always online and ready to talk.

Regards,

Hisham Sarwar

7. You can also request milestones to breakdown the projects in smaller tasks and receive the payment after the completion of each task.

Suggest a milestone

Define the tasks that you will complete for this

Project milestone	\$ 20
Add another milestone	

8. In the Optional Upgrades section, you can make your bid Sponsored, Sealed and Highlighted by paying some extra charges.
 - **Sponsored bid:** A Sponsored bid is a way to get noticed immediately by employers over competing freelancers. Use it to move your bid to the top of the bid list by paying 0.75% of the bid amount (minimum \$4.99 USD, maximum \$19.99 USD).
 - **Sealed bid:** The Sealed bid upgrade will keep your bid details hidden from other freelancers, preventing your bid from being copied. Only you and the employer will be able to view the details of your bid. You can seal your bid for \$1.00 USD.
 - **Highlight bid:** As the name suggests, the Highlight bid upgrade will make your bid stand out from the bids list as it will be highlighted in yellow. For only \$1 USD, make your bid more visible to the employer for a higher chance of being awarded the project.

Optional Upgrades

\$4.99 USD

SPONSORED

\$0.10 USD

SEALED

\$1.00 USD

HIGHLIGHT

9. After adding all the above mentioned things, click on Place Bid button.

While bidding, make sure you are aware of the frauds and fake projects. A fake client will ask you to:

- Provide complete mockup without any watermark
- Write a complete article as a sample
- Download a software in your system
- Deposit some amount as a security before hiring
- Share the work strategy before hiring

You will find such scams on almost every freelance marketplace. If you come across any such client, ask him/her to place the order first and then you will start working on the project. Also, break the project into milestones so that you can receive the payment for every task you complete. In case you already accepted the project but there are no Milestone Payments created yet, you can still request them from your employer.

- Go to the Payments tab of your project page.
- Click Request Milestone.
- Enter the payment amount to request, and provide a description.
- Click Request to finish.

The client will then accept the request and create the milestone.

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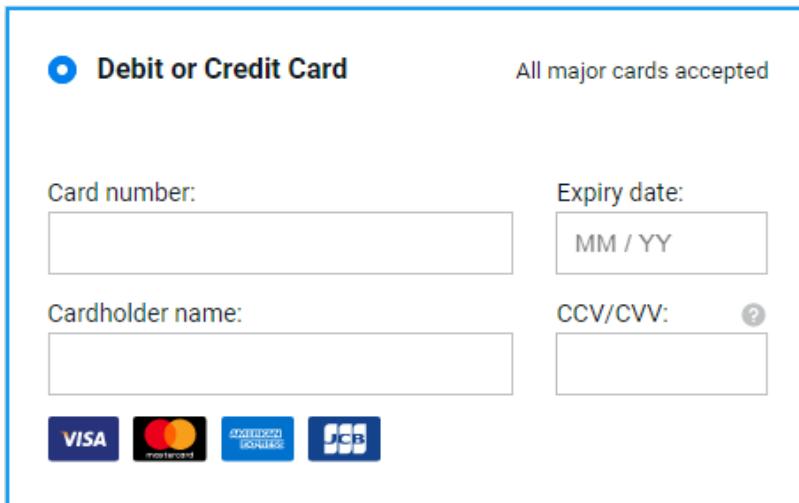
Freelancer: Payment integration and withdrawal methods

Payment Method Integration

Payment method verification is not mandatory to start your freelance career. It is required if you want to purchase a membership plan, extra bids or services of other freelancers.

To add your payment method, follow the steps given below:

1. Click your profile picture thumbnail from the main menu bar. Then, click “Manage” beside “Finances”.
2. Click Verify Payment Method from the Finances menu.
3. Select the payment source: Credit/Debit Card.
4. Provide the required details (Card Number, Expiry Date and Security Code). Confirm that all information is correct to avoid verification errors.
5. Set your billing agreement currency. This will be the currency where you want your card to be charged. By default, the currency is set to your card's currency.
6. Click Continue to complete verification.



The form is titled "Debit or Credit Card" with a note "All major cards accepted". It includes fields for "Card number", "Expiry date" (MM / YY), "Cardholder name", and "CCV/CVV" (with a question mark icon). Below the fields are logos for VISA, MasterCard, AMERICAN EXPRESS, and JCB.

Verifying your payment method is free. Some credit card gateways, however, may charge a small fee which will be automatically refunded in 2 - 3 business days.

Withdrawal Methods

To withdraw your funds from the freelance marketplace, you have to add your withdrawal method.

In Pakistan, the available withdrawal methods on Freelancer.com are the following:

- Express Withdrawal (Local Bank transfer)
- Skrill

Express Withdrawal

Express Withdrawal allows the freelancers to transfer funds directly from their Freelancer.com accounts to their bank accounts. It is the fastest and easiest way to transfer the funds you have earned from Freelancer.com directly to your bank account. To withdraw the funds from Express Withdrawal, follow the steps given below:

1. Click your profile picture thumbnail from the main menu bar. Then, choose Withdraw Funds under Finances.
2. Select Express Withdrawal method and skip the plus membership page.
3. From the Express Withdrawal page, select your country from the dropdown list, and indicate the amount that you wish to withdraw. The currency field will be automatically updated. Since the withdrawal will be to a local bank account, you can only withdraw funds in your bank's local currency.
4. Enter the information of the bank account where you want to send the funds (Bank Name, Routing Number, Bank City/State, Account Number, Account Type, Country, etc).
5. Enter the account details exactly as it appears on your bank account (Account Name, Address line 1, Address line 2, and Country).
6. Click Withdraw Funds.

Depending on how quickly your financial institution processes withdrawals, you can get your hard-earned money in 2-3 business days with no intermediary fees. First-time withdrawals will go through the 15-day delay before your withdrawal request is processed.

Here is the form for your reference that you will get while integrating your local bank account to withdraw funds through Express Withdrawal.

Express Withdrawal

Express Withdrawal is the fastest way to receive funds - send funds directly to your local bank account! This is currently only available for selected countries.

Amount to withdraw

Country of bank account:	<input type="text" value="United States"/>	You will receive:
		\$0.00 USD
Note: There is no withdrawal fee		
Withdraw amount:	<input type="text" value="\$ 0.00"/>	
Note: Min amount \$30 USD. Max amount \$10000.00 USD		

Currency	Balance	Exchange Rate	US Dollar Equivalent	Withdrawal Breakdown
USD	\$0.00	1.000000	\$0.00	<input type="text" value="\$ 0.00"/>

Provide your bank information

This is the account where the transfer will be sent.

Bank Name:	<input type="text"/>
Routing Number:	<input type="text"/>
Bank City/State:	<input type="text"/>
Account Number:	<input type="text"/>
Account Type:	<input type="text" value="CHECKING"/>

Provide your account details

Enter the account details exactly as it appears on your bank account.

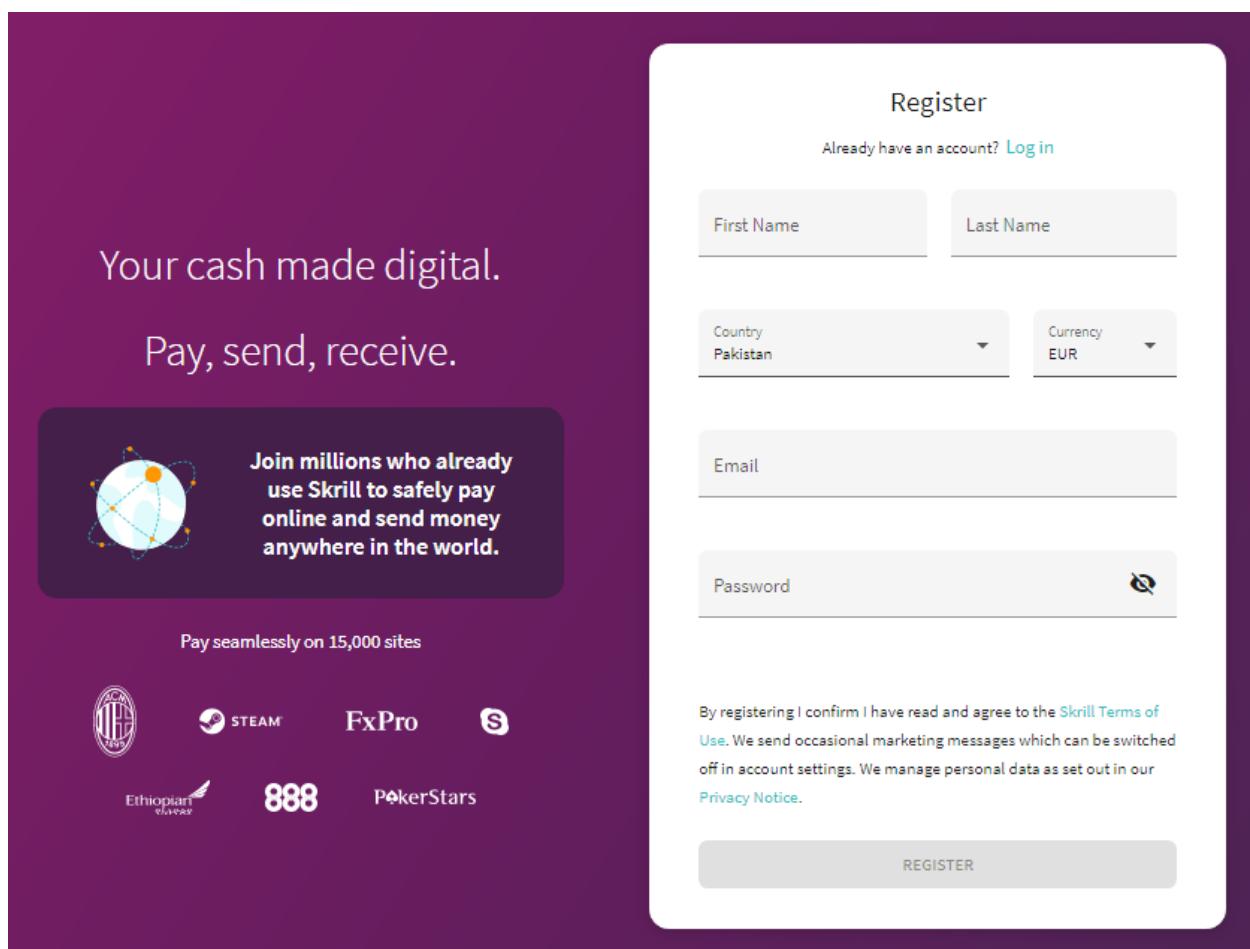
Account Name:	<input type="text" value="Toni Citizen"/>
Address line 1:	<input type="text" value="1 Sample Way"/>
Address line 2:	<input type="text"/>
Country:	<input type="text" value="Afghanistan"/>

Withdraw Funds

Topic 78

Skrill: Account creation and payment method integration

First of all, you have to create a Skrill account. To create a Skrill account, go to <https://www.skrill.com/> and click on Register. Enter your First Name, Last Name, Country, Currency (it should match the currency of your bank account), email address and Password to sign up.



After creating the Skrill account, the next step is to integrate your Freelancer.com account with your Skrill account. The steps to integrate the Skrill account are given below:

- Click your profile picture thumbnail from the main menu bar. Then, choose Withdraw Funds under Finances.
- Select Skrill method and skip the plus membership page.

Withdrawal Request

Method	Description	Fee
Express Withdrawal	The fastest method to withdraw funds, directly to your local bank account! Available in selected countries only.	No fee
PayPal	Withdraw funds to your PayPal account.	No fee
Skrill (Moneybookers)	Withdraw funds to your Skrill.com account (Formerly known as Moneybookers.com).	No fee

- Enter the required details (Skrill email account, amount and currency) to withdraw.

Skrill Withdrawal

Skrill email account

You will receive:

\$30 USD

Note: There is no withdrawal fee

Amount to withdraw

AUD

\$

Note: Min amount \$30 USD. Max amount \$10000 USD

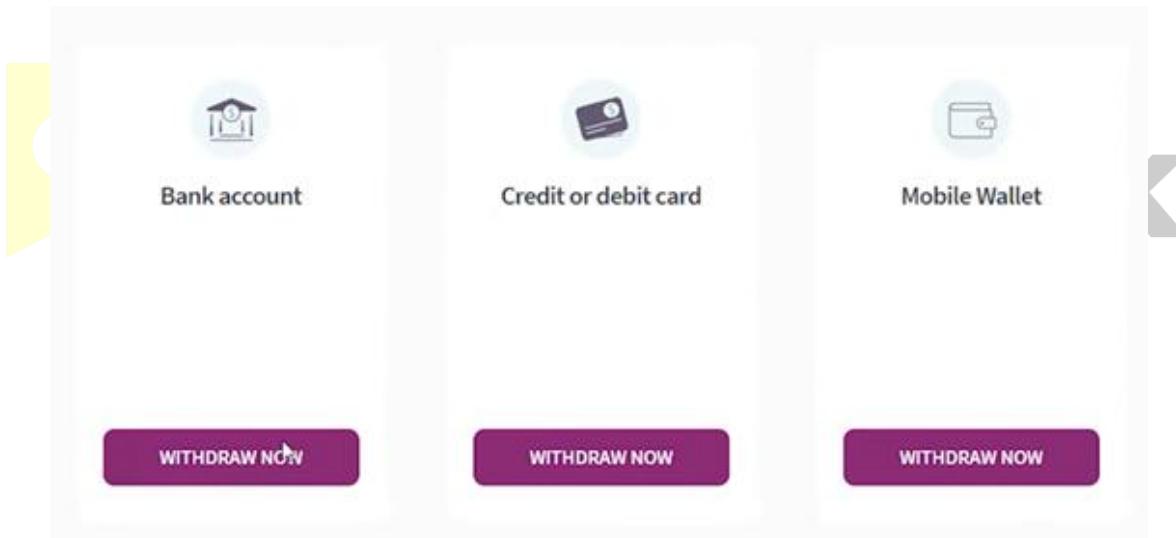
Withdraw Funds

You can withdraw the funds from Skrill account to bank account or Jazzcash account. To withdraw your funds to your bank account, follow the steps given below:

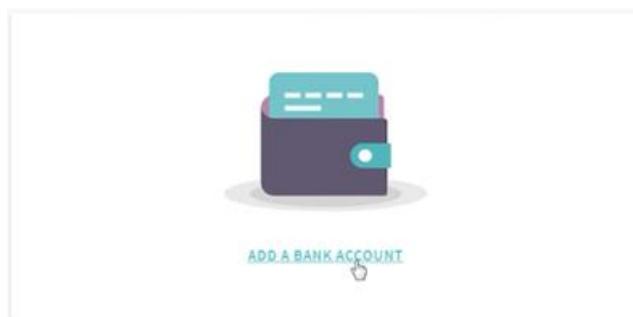
1. Login to your Skrill account and click on Withdraw.



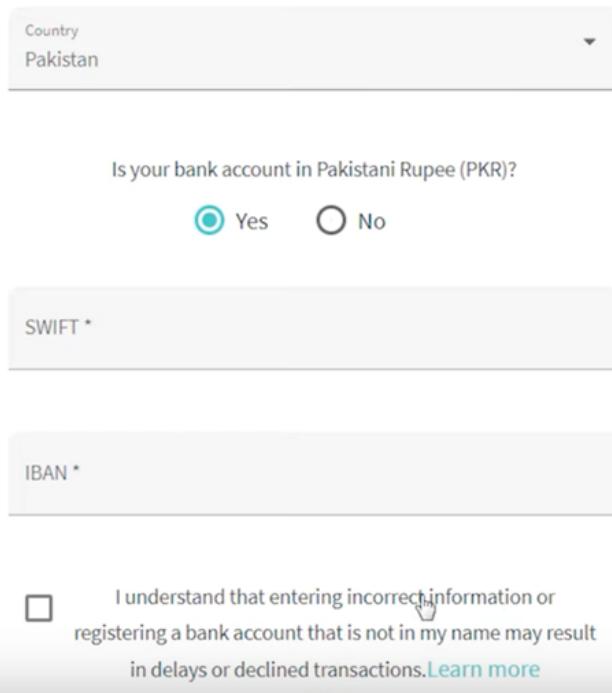
2. Click on Bank account.



3. Click Add a Bank Account.



4. Enter the details of your bank account (Country, Swift Code, IBAN).



Country
Pakistan

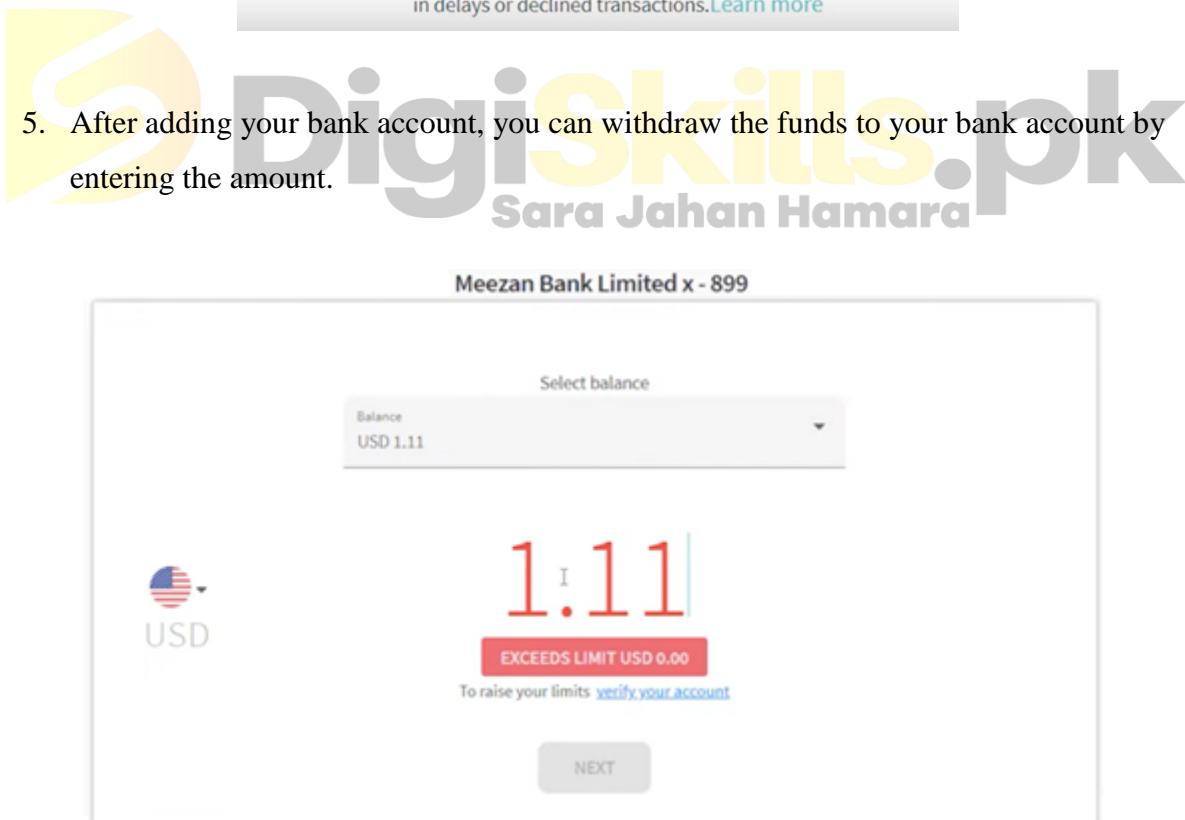
Is your bank account in Pakistani Rupee (PKR)?
 Yes No

SWIFT *

IBAN *

I understand that entering incorrect information or registering a bank account that is not in my name may result in delays or declined transactions. [Learn more](#)

5. After adding your bank account, you can withdraw the funds to your bank account by entering the amount.



Meezan Bank Limited x - 899

Select balance

Balance
USD 1.11

1.11

EXCEEDS LIMIT USD 0.00

To raise your limits: [verify your account](#)

NEXT

To withdraw the funds to Jazz cash account:

1. Click on Withdraw > Mobile wallets.
2. Add mobile wallet and enter your Jazz cash number.
3. Now go to account overview and click on withdraw and now you will see the option to withdraw money via Jazz Cash mobile account.

But to withdraw money successfully, you must remember the following things to withdraw successfully:

1. Skrill account and your Jazz Cash Wallet must be registered on the same name. If the name isn't matching, then your Jazz cash account will reject the payment and your withdrawal will fail.
2. Your Skrill account must be fully verified.



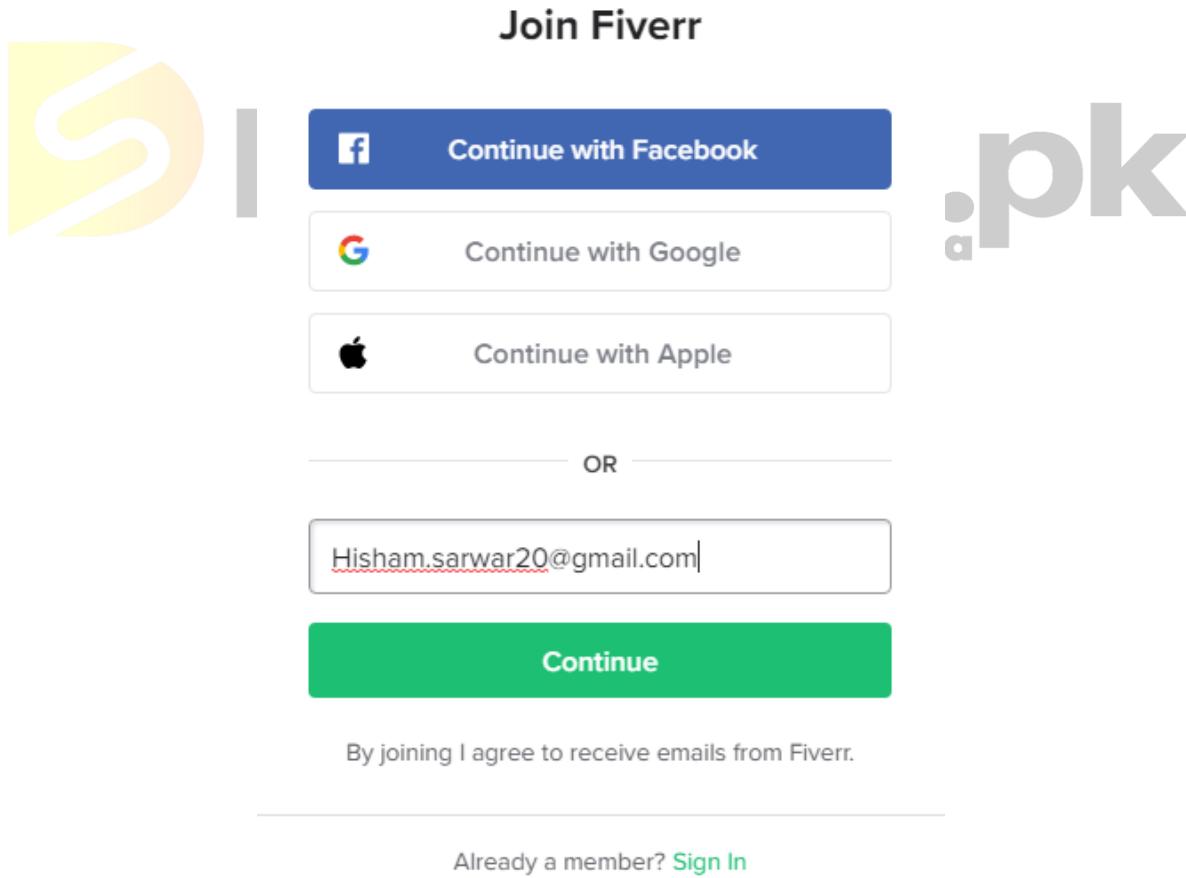
Topic 79

How to Find Work on Fiverr (Defining Fiverr): Introduction to Fiverr

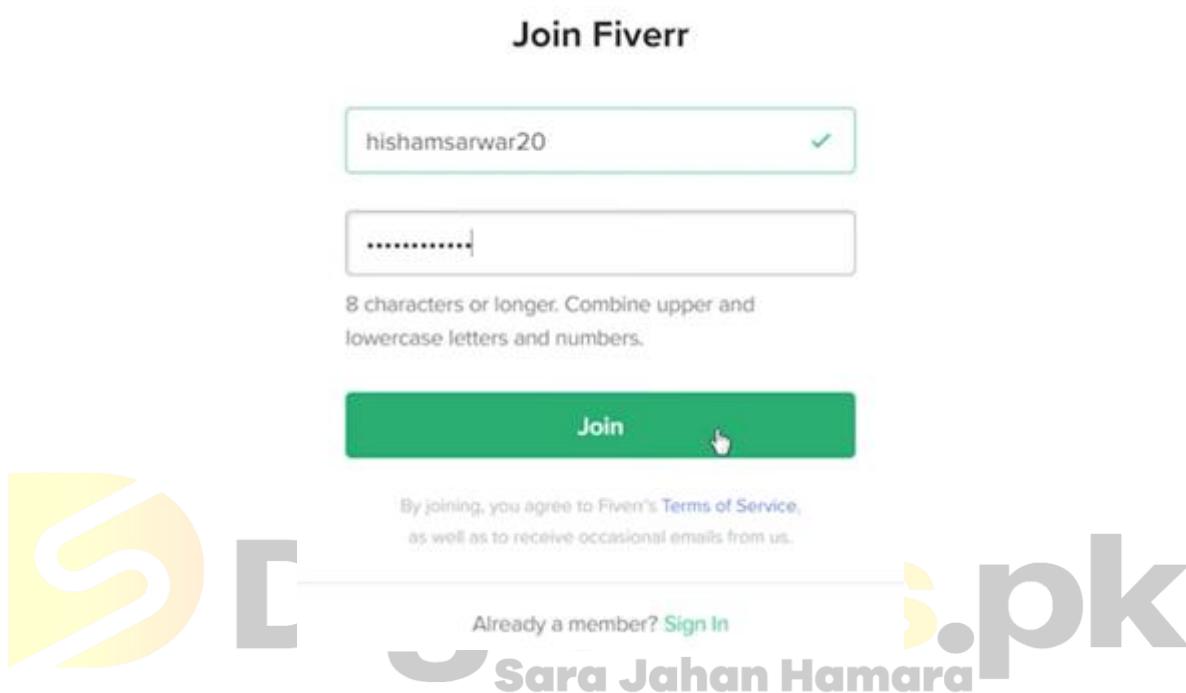
Fiverr is the largest non-traditional freelance marketplace. A freelancer creates gig(s) on his/her profile, the clients visit the gig and place the order directly on the gig. The clients also post requests for their projects called Buyer Requests and the freelancers can submit their offers just like the bid is submitted on the traditional freelance marketplaces.

To create an account on Fiverr, follow the steps mentioned below:

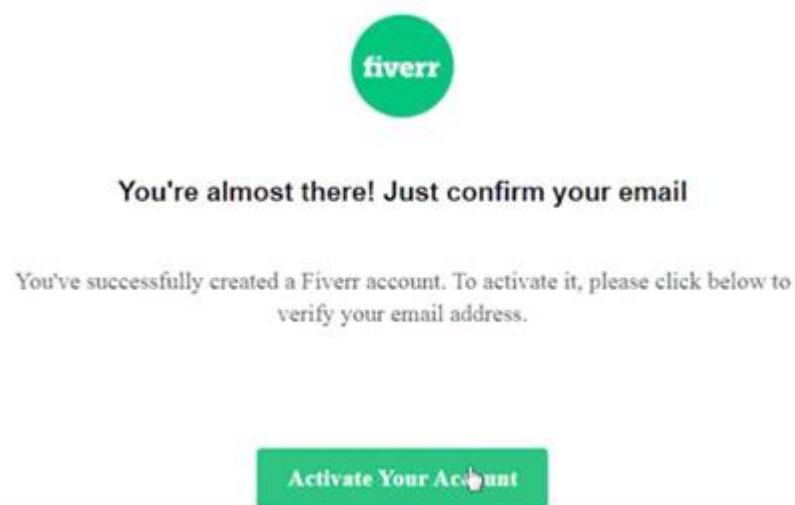
1. Visit <https://www.fiverr.com/> and click on ‘Join’ button.



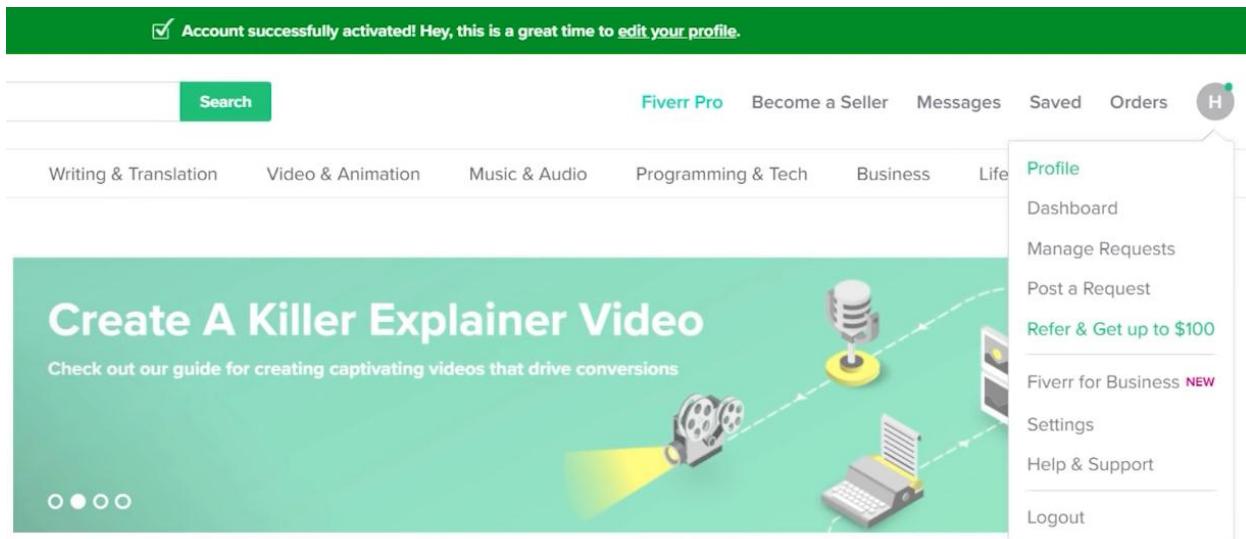
2. You can sign up via Facebook or Google or you can enter your email address. After that click on ‘Continue’.
3. Enter a unique username and strong password for your account. Click on ‘Join’.



4. Fiverr will send you a verification/activation email on your email address, open that email and click on ‘Activate Your Account’ button.



- Click on your profile picture and then 'Profile' to edit your profile details.



- On the profile page, you can add your profile picture, tagline, description, languages, social media accounts, skills, education and certificates. You can also take your skill related tests by clicking on 'Take a Test' button in the Tests section.

Topic 80

How to Find Work on Fiverr (Defining Fiverr): Importance of profile details on Fiverr

There are a few elements of a Fiverr profile that play important role in the monthly evaluation and determining the account level of a freelancer. The important elements are discussed below:

1. Response Rate: Response Rate is the percentage of first responses to new messages that a seller sends within 24 hours. Response Time is the average amount of time in hours that it takes for a seller to send a first response.
2. Delivered on Time: Delivered on Time is the percentage of your orders delivered within the order time, out of the total orders you have received within a span of 60 days. Delivered on Time decreases if you deliver the orders late.
3. Order Completion: The Order Completion rate is determined by the number of cancelled orders and the total orders you have received in the last 60 days. Order Completion rate decrease with the cancellations including the buyer-initiated, seller-initiated, mutual cancellations and Customer Support.

If you maintain these elements above 90% and fulfil the criteria, you will be promoted to next levels otherwise your profile will be demoted to the previous level. Fiverr has four levels for a seller profile, each of them is discussed below:

New Seller

Once you create a seller profile and a Gig on Fiverr, you are automatically labeled as a New Seller. As a new seller, you get:

- a) 7 active Gigs
- b) 2 Gig extras
- c) 5 Gig Multiples
- d) Custom Offers up to \$5,000
- e) Earning Clearance of 14 days.

Level One Seller

To achieve Level One status, you have fulfil the requirements that are:

- a) 60 days seniority
- b) 10 completed order (all time)
- c) Earn at least \$400
- d) Maintain 4.7 star rating
- e) 90% Response rate over the course of 60 days
- f) 90% Order completion over the course of 60 days
- g) 90% On-time Delivery over the course of 60 days
- h) No warnings over the course of 30 days
- i)

As a Level One Seller, you get benefits like:

- a) 10 Active Gigs
- b) 4 Gig Extras
- c) 10 Gig Multiples
- d) Custom Offers up to \$5,000
- e) Earning Clearance of 14 days
- f) Eligibility to be featured at promotional listings

Level Two Seller

To achieve Level Two status, you have fulfil the requirements that are:

- a) 120 days seniority
- b) 50 completed order (all time)
- c) Earn at least \$2,000
- d) Maintain 4.7 star rating
- e) 90% Response rate over the course of 60 days
- f) 90% Order completion over the course of 60 days
- g) 90% On-time Delivery over the course of 60 days
- h) No warnings over the course of 30 days

As a Level Two Seller, you get benefits like:

- a) 20 Active Gigs
- b) 5 Gig Extras
- c) 15 Gig Multiples
- d) Custom Offers up to \$10,000
- e) Earning Clearance of 14 days
- f) Eligibility to be featured at promotional listings
- g) Priority Customer Support
- h) Eligibility for Customer Success program

Top Rated Seller

To achieve Top Rated status, you have fulfilled the requirements, that are:

- a) 180 days seniority
- b) 100 completed order (all time)
- c) Earn at least \$20,000
- d) Maintain 4.7 star rating
- e) 90% Response rate over the course of 60 days
- f) 90% Order completion over the course of 60 days
- g) 90% On-time Delivery over the course of 60 days
- h) No warnings over the course of 30 days
- i)

As a Level Two Seller, you get benefits like:

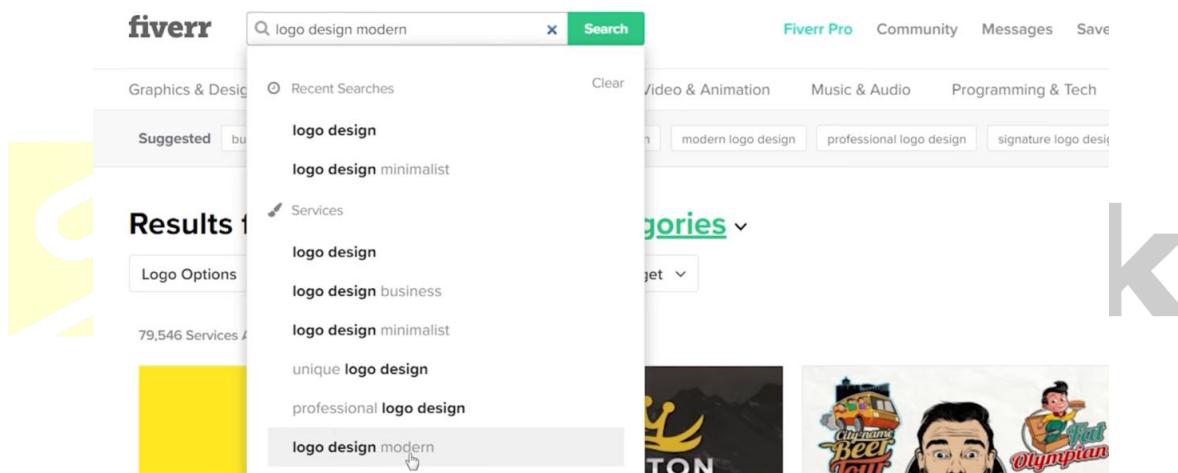
- a) 30 Active Gigs
- b) 6 Gig Extras
- c) 20 Gig Multiples
- d) Custom Offers up to \$10,000
- e) Earning Clearance of 7 days
- f) Eligibility to be featured at promotional listings
- g) VIP Customer Support
- h) Eligibility for Customer Success program

Topic 81

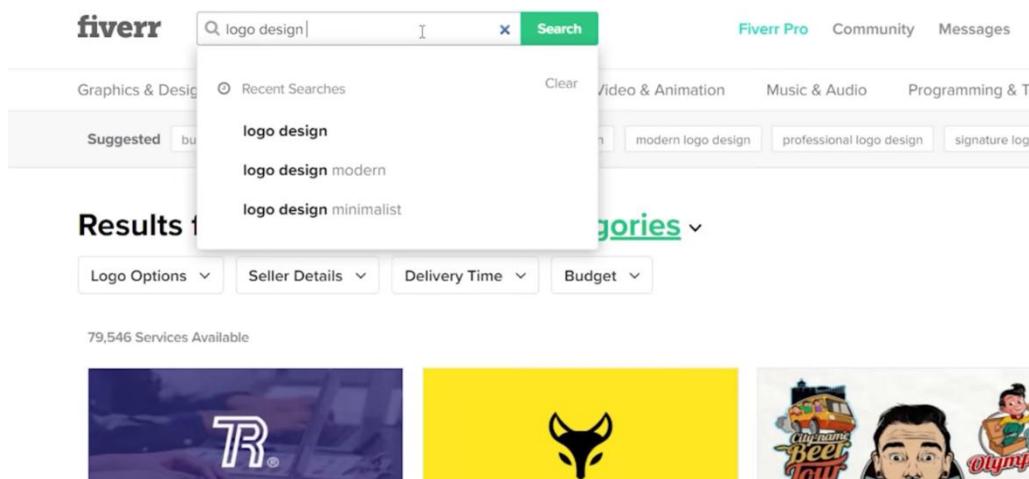
How to Find Work on Fiverr (Defining Fiverr): How to create a GIG?

In gig creation, the most important step is to find the right keyword. There are already a lot of gigs of experienced freelancers on the simple keywords, so the chances of ranking your gig on the first page are very low. That is why, you have to find the keyword which is searched by your potential clients and has low competition.

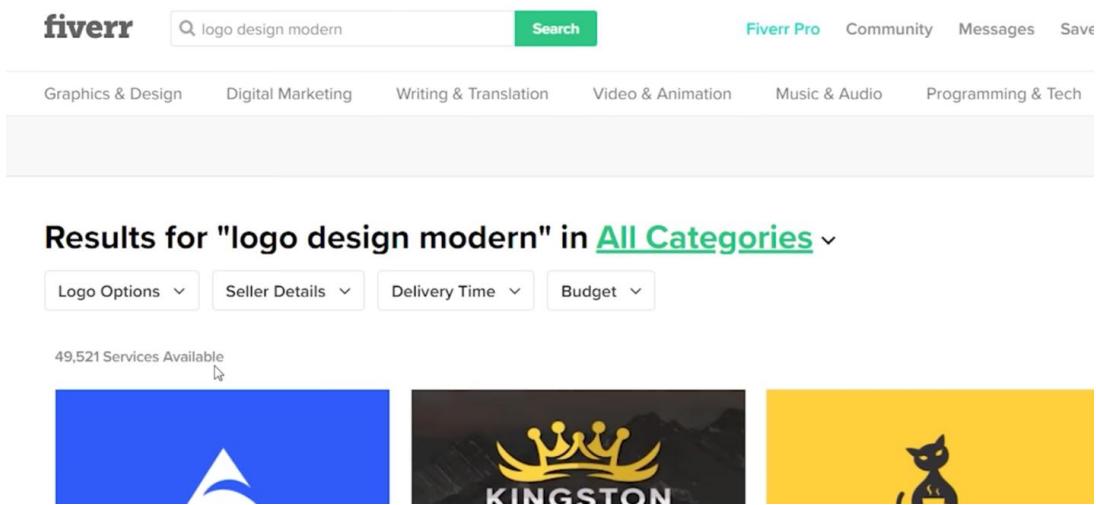
To create a gig for logo design, go to Fiverr search bar and type logo design. A dropdown will appear with all the recent searches and the keywords buyers use.



If you select 'logo design', you can see that there are 79,549 services/gigs already available against this keyword.



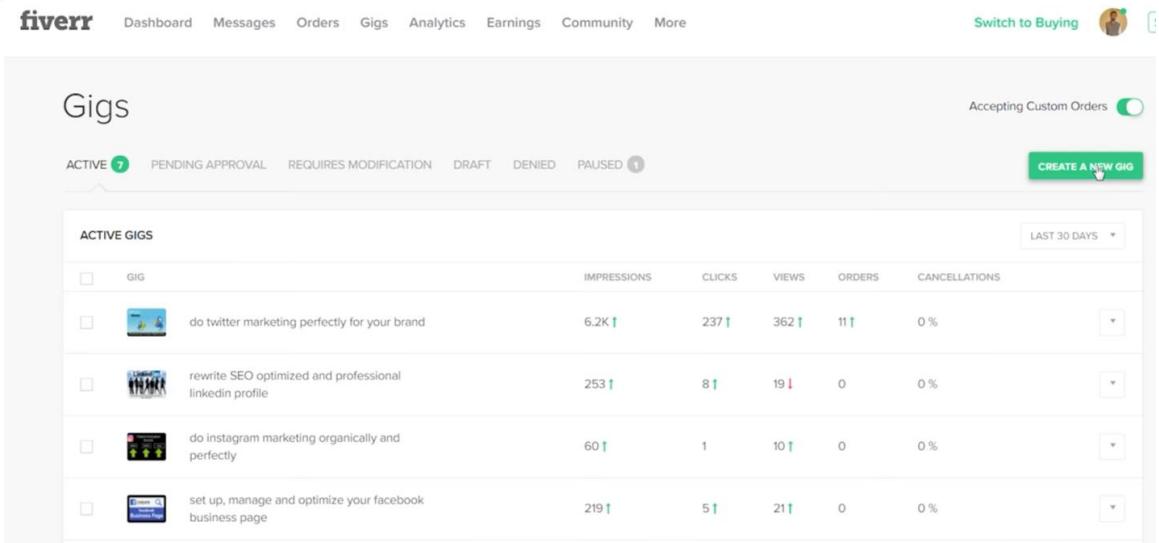
Check every available keyword and select the one which has lowest competition. The keyword ‘logo design modern’ has the lowest competition with 49,521 available services. So this keyword can be selected to create the gig for logo design.



The screenshot shows the Fiverr search interface. A search bar at the top contains the query "logo design modern". Below the search bar are several category filters: Graphics & Design, Digital Marketing, Writing & Translation, Video & Animation, Music & Audio, and Programming & Tech. The main search results area displays three gig thumbnails: a blue square with a white triangle logo, a black square with a gold crown logo, and a yellow square with a black cat logo. Above these thumbnails, the text "49,521 Services Available" is visible.

Follow the steps given below to create a gig.

1. Click on Gigs and then Create a New Gig button.



The screenshot shows the Fiverr Gigs page. At the top, there are navigation links: Dashboard, Messages, Orders, Gigs, Analytics, Earnings, Community, and More. To the right, there are buttons for "Switch to Buying" and a user profile icon. The main section is titled "Gigs" and shows a table of active gigs. The table has columns for GIG, IMPRESSIONS, CLICKS, VIEWS, ORDERS, and CANCELLATIONS. The first few rows show gigs like "do twitter marketing perfectly for your brand", "rewrite SEO optimized and professional linkedin profile", "do instagram marketing organically and perfectly", and "set up, manage and optimize your facebook business page". A green "CREATE A NEW GIG" button is located at the top right of the gig list.

Write gig title and include the keyword you have selected in your title. For example: I will create a unique and modern logo design for your business.

GIG TITLE

modern logo design for
business

Just perfect!

45 / 80 max

Select the category in which your gig will be placed, you can also select from the suggested categories.

CATEGORY

SELECT A CATEGORY ▾

SUGGESTED CATEGORIES:

[Graphics & Design > Logo Design](#) 

Graphics & Design > Business Cards & Stationery

Graphics & Design > Other



2. Select the Meta Data according to your deliverables.

GIG METADATA

STYLE	✓	Select the style of the logo you design:
FILE FORMAT 		<input type="radio"/> Not Defined <input type="radio"/> 3D <input type="radio"/> Versatile <input type="radio"/> Vintage/Retro <input type="radio"/> Hand-Drawn <input type="radio"/> Mascot/Cartoon <input checked="" type="radio"/> Flat/Minimalist <input type="radio"/> Watercolor/Feminine <input type="radio"/> Signature <input type="checkbox"/> Suggest Other 

GIG METADATA

STYLE	✓	Select the file formats you provide in your basic Gig or Extras
FILE FORMAT 		<input checked="" type="checkbox"/> AI <input checked="" type="checkbox"/> JPG <input type="checkbox"/> PDF <input checked="" type="checkbox"/> PNG <input type="checkbox"/> PSD <input checked="" type="checkbox"/> EPS  <input type="checkbox"/> CDR <input type="checkbox"/> SVG <input type="checkbox"/> Suggest Other 

- Tags are very important in the gig ranking, you can check the tags of the experienced freelancers of your field to get an idea. After entering the tags click on Save and Continue button.



Up to 5 terms

- The next step is to set the price of your service. Fiverr allows you to add 3 packages to your gig. For example, in the basic gig you can provide 3 concepts of logo, in the standard package you can offer a letterhead and business card with a logo too. You can change the name, deliverables, delivery time and price accordingly.

Scope & Pricing

3 Packages

[Packages](#) [See examples](#)

	BASIC	STANDARD	PREMIUM
Silver	<input type="text"/>	Name your package <input type="text"/>	Name your package <input type="text"/>
3 logo concepts	3 logo concepts	Describe the details of your offer Unlock your potential revenue with all 3 Packages	
Delivery Time	Delivery Time 	Delivery Time 	Delivery Time 
Revisions	Select 	Select 	Select 

Try Now

[Learn more](#)

- After creating the packages, you can add gig extras. The gig extras are the addons you provide for additional charges. For example, if you deliver a logo within 4 days and a client needs it within 2 days, he/she can simply purchase the gig extra of extra fast delivery and pay extra to get the work done earlier. After adding the packages and gig extras click on Save and Continue button.

My Gig Extras

<input checked="" type="checkbox"/> Extra fast delivery	I'll deliver in only	2 DAYS	for an extra	\$15
<input checked="" type="checkbox"/> Additional Revision	for an extra	\$5	and additional	1 DAYS
<input checked="" type="checkbox"/> Additional Logo Concept	for an extra	\$25	and additional	2 DAYS
<input type="checkbox"/> Source File				

- Write the description of the gig, explain the service you are providing and value you will add to the client's work. Also include the keyword in the gig description.

Description

Briefly Describe Your Gig

min. 120 0/1200 Characters

7. In the FAQs section, you can write the questions that are asked very frequently by the clients. Then click on Save and Continue button.

Frequently Asked Questions

Add Questions & Answers for Your Buyers.

Do you create business card?

Yes, I do business cards

24 / 300 Characters

CANCEL

Add

8. In the requirements section, mention the things you need from the client to start working on the project. For example, to design a logo you need the business name, tagline, color preferences, etc.



Tell your buyer what you need to get started.

Structure your Buyer Instructions as free text, a multiple choice question or file upload.

REQUIREMENT #1

For example: specifications, dimensions, brand guidelines, or background materials.

0 / 450 Characters

Answer Type

Free Text

Answer is mandatory

Cancel

Add

9. The thumbnail of the gig is very important in convincing the client to open your gig. You can design attractive thumbnails and add them into your gig's gallery. You can also upload a video and PDF profile to your gig.

Build Your Gig Gallery

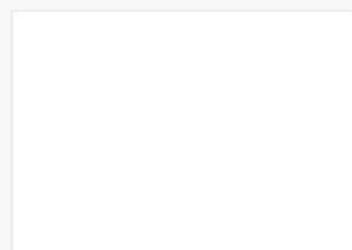
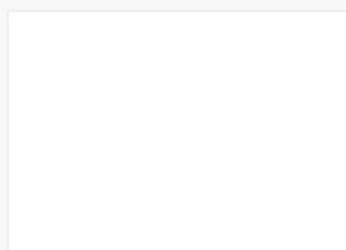
Add memorable content to your gallery to set yourself apart from competitors.

Gig Photos

(0/3)

Upload photos that describe or are related to your Gig.


Drag a Photo or
[Browse](#)

Gig Video

(0/1)

Add a relevant, high quality video that best showcases your Gig.

Please choose a video shorter than 75 seconds and smaller than 50MB


Drag a Video or
[Browse](#)

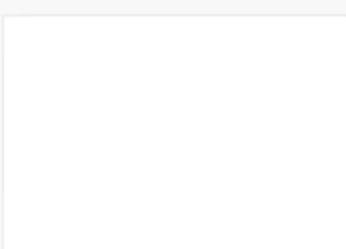



Gig PDFs

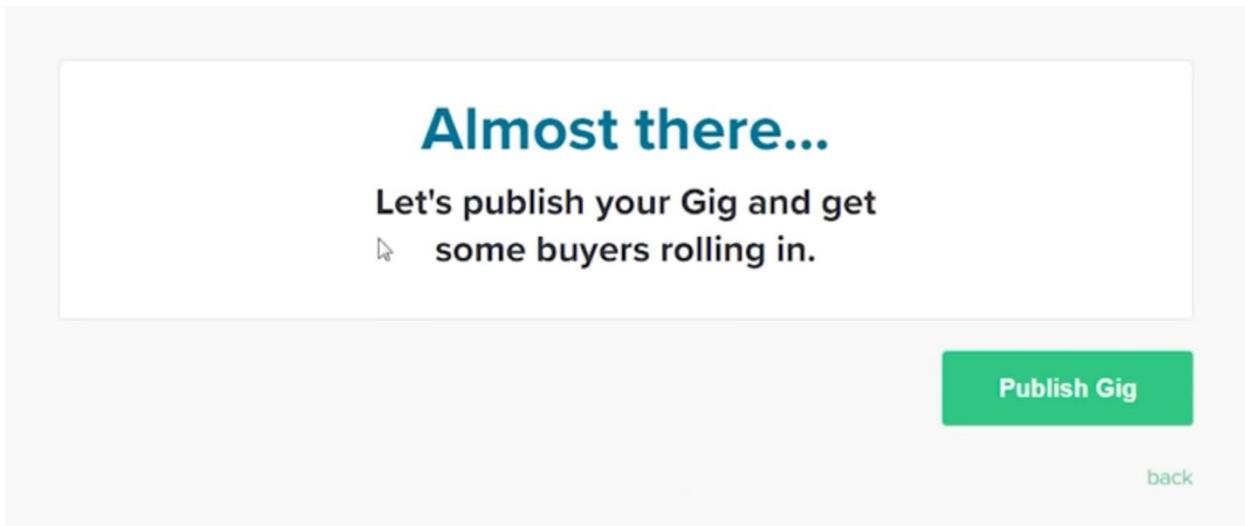
(0/2)

We only recommend adding a PDF file if it further clarifies the service you will be providing.

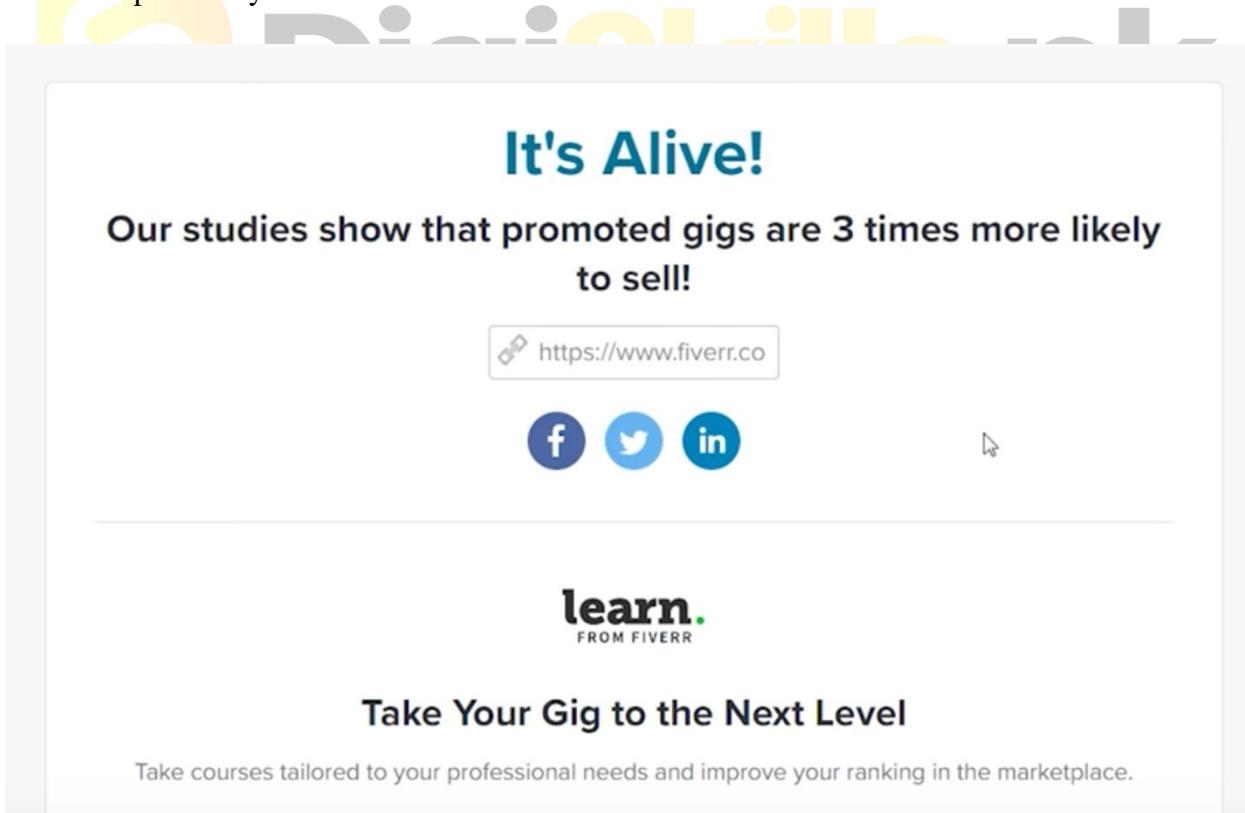

Drag a PDF or
[Browse](#)

10. After updating the gallery of your gig, the last step is to publish your gig.



11. After publishing your gig, Fiverr will allow you to share it to your social media accounts to promote your services.



After publishing your gigs, you can check the gig stats by going to Gigs page. If the gig shows red downwards arrow, it means the impression, clicks, views or orders are low as compared to the previous period so you should update the title, description, tags, thumbnails, etc. to improve the stats.

ACTIVE GIGS			LAST				
<input type="checkbox"/>	GIG	IMPRESSIONS	CLICKS	VIEWS	ORDERS	CANCELLATIONS	
<input type="checkbox"/>	 do unique and modern logo design for business	0	0	0	0	0 %	
<input type="checkbox"/>	 do twitter marketing perfectly for your brand	1.8K ↓	80 ↑	92 ↑	4 ↑	0 %	
<input type="checkbox"/>	 rewrite SEO optimized and professional linkedin profile	69 ↑	3 ↑	5 ↑	0	0 %	
<input type="checkbox"/>	 do instagram marketing organically and perfectly	19 ↑	1 ↑	2 ↑	0	0 %	



Topic 82

How to Find Work on Fiverr (Defining Fiverr): The importance of keywords

One of the elements of making a strong Fiverr profile is using appropriate keywords. Keywords must be selected as per the niche and must be used effectively. Following are the key points regarding keywords:

1. Find a seed keyword for your gig.
2. Keep your seed keyword in your title.
3. Keep the seed keyword in your description.
4. Use keywords-based Tags.
5. Do proper keyword Research.

You can use simple SEO tips to rank your gig in the Fiverr search results.

1. Find a Keyword for your gig: Target a keyword for your gig like if you are providing “Graphic Design” service, type graphic design or your service related keyword in the search bar. You will see the list of all the keywords that are searched by the clients, pick the one with lowest competition.
2. Keep your Keyword in your Title: Use your keyword in the gig title, for example, “I will create unique and modern logo design for your business”
3. Keep your Keyword in your Description: Write a full description about your service, provide all information in details that you will do for your clients and within this description cleverly put your keyword. You can use the keyword 2 or 3 times in the gig description.
4. Tag: This is the important part. You need to find out best 5 keywords that are related to your service and searched by the potential clients. You can also visit the gigs of top rated freelancers of your field to get an idea about the tags.

Topic No: 83

The importance of video for your gigs

Video plays an important role in attracting the clients. When you make a video, the buyer gets an idea of your work by judging the video that you have uploaded in your gig. It helps you to promote yourself. Also, it helps your buyer to develop confidence in you.

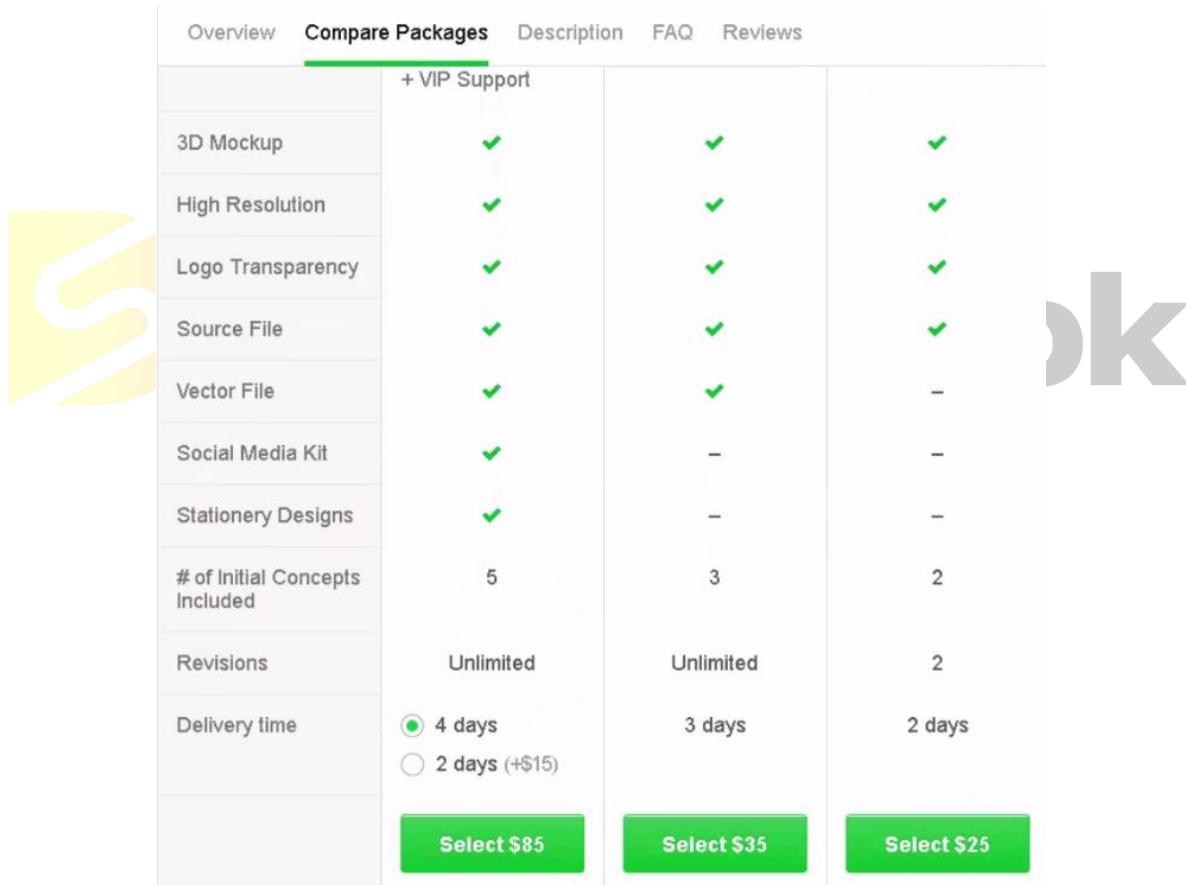
Following points must be covered in your video:

- To the point
- Appropriate selection of words
- Tell briefly about your skills and experience
- Explain the service you are going to offer



Topic No: 84
Extra offer (time constraint) to get more money

We can get more benefits on Fiverr by using Extra Offer of Time Constraint. For example, if you are offering a service in 5 days for \$20 then you have a feature to earn more by offering the same service in fewer days. For instance, the same service can be provided in 3 days for an extra \$10. The image below further explains the Extra Offer feature.



The screenshot shows a comparison table for a gig on Fiverr. The columns represent different service packages. The rows list various features and their availability across the packages. The 'Compare Packages' tab is selected. The table includes a section for 'Revisions' and 'Delivery time' with options for 4 days, 3 days, and 2 days, each with a price increase of \$15. Three green buttons at the bottom allow selecting the \$85 package, the \$35 package, or the \$25 package.

	Overview	Compare Packages	Description	FAQ	Reviews
		+ VIP Support			
3D Mockup		✓	✓	✓	
High Resolution		✓	✓	✓	
Logo Transparency		✓	✓	✓	
Source File		✓	✓	✓	
Vector File		✓	✓	-	
Social Media Kit		✓	-	-	
Stationery Designs		✓	-	-	
# of Initial Concepts Included		5	3	2	
Revisions		Unlimited	Unlimited	2	
Delivery time		<input checked="" type="radio"/> 4 days <input type="radio"/> 2 days (+\$15)	3 days	2 days	
		Select \$85	Select \$35	Select \$25	

It is recommended to use Extra offer in your gigs for greater chances of earning more. Extra offers help you to capture the clients who are in hurry and have more money as well. Use extra offers to gain more potential clients and charge for every bit of work that you do.

Topic No: 85**The importance of meeting timelines (deliverables)**

Meeting your deadlines is very important in your freelance career. If you do not meet your deadlines, your employer cancels your order and jumps to another freelancer. An employer always looks up to a freelancer who is trustworthy, punctual, and assures his on-time task delivery. The employer also awards his next project to the same employee who met his/ her deadlines for the last project.

Meeting deadlines is not only important in freelancing or work life, but in your private life too. For healthy outcomes of any relationship it is important to meet the deadlines. Our cultural norms and values also teach us to be punctual. It has been a very important value for our elders to fulfil their promises once they have committed something. We should also apply these values in our daily life for being successful.

If you are unable to meet your deadline due to some emergency, it is advisable to inform your employer before time, instead of informing at the last moment or after time. He will appreciate this gesture of yours and most of the time provides you extension too.

Topic No: 86

The Importance of requesting employer for honest feedback

Feedback holds a significant importance in the field of Freelancing. Different platforms have different feedback criteria depending upon the timeliness, communication, quality of work etc. An employer always speaks his/ her heart out about the work that you have provided him/ her without any lies or compensations.

Feedbacks and reviews are very important because whoever visits your profile with a will to hire you, will majorly consider your past reviews, to ensure your credibility and timely completion of his work. Never underestimate the power of the reviews and ask your clients yourself to review your service after the project completion.

Maintaining a 5-star profile is not at all easy. You need to go an extra mile and ensure your client's satisfaction to maintain a high rating. The best way is to ask your client for any betterments that you can make in the project before its final delivery. It is counted as a very nice gesture in the sight of employers.

Topic No: 87

How to promote your gig on Fiverr

There are many ways to promote your Fiverr profile on social media platforms, like Facebook, YouTube and LinkedIn. You share your Fiverr profile on Facebook or even make a Facebook page for your profile promotion. You can add your portfolios on the page too. Facebook is a great mean of growing as it helps you share your profile with a bigger audience comprising your friends and friends of friends.

Other than Facebook, LinkedIn and YouTube are great sources of sharing your gig too. You can upload your gig video on YouTube, and you can share your profile with your LinkedIn connections. There are some other ways to share your profile too, but these are the most effective ways of gig promotion.



Topic No: 88

The importance of multiple gigs

Each gig is the representative of your single service. A person offering multiple services under the umbrella of a single skillset should make multiple gigs, one for each service individually. One should only talk about a single service and its packages in a single gig instead of making one cluttered gig for all the services.

The multiple gigs help you retain your employers. When you complete a project successfully for a client and he visits your profile, he might find some other related services on your profile that he is looking for. He will prefer to get them from you too, instead of searching for another freelancer. So, a freelancer should always prefer multiple gigs.

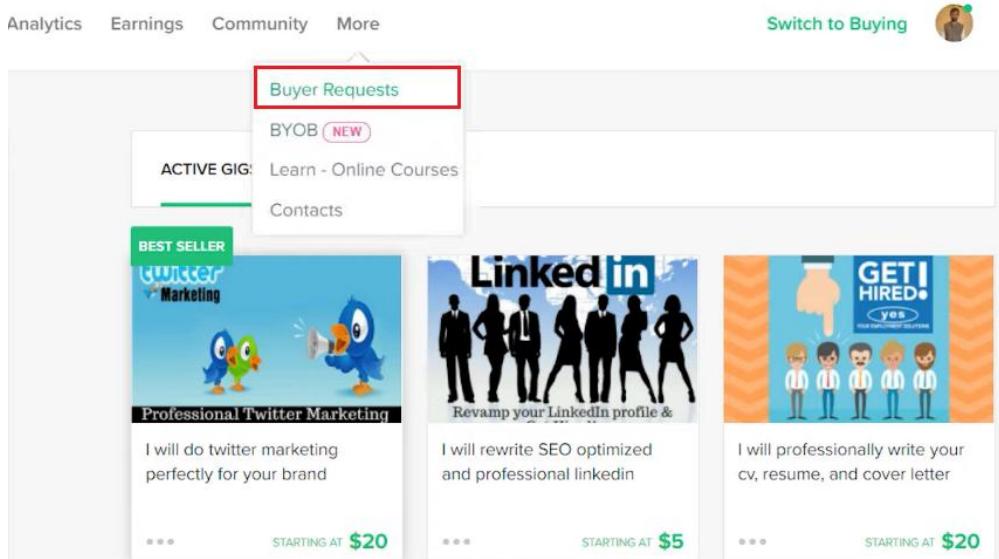


Topic 89

How to Find Work on Fiverr (Defining Fiverr): Buyer request and its importance

Just like the traditional freelance marketplaces, Fiverr also allows the clients to post their projects in the form of Buyer Requests and the freelancers submit their proposals/offers on those projects. The clients who do not want to spend their time in browsing the gigs of the freelancers, post their project as a Request. The feature of buyer requests helps the newbies to win a project even if their gig is not ranking on the first page of Fiverr. Newbies can improve the gig impressions, views and clicks by sending buyer requests, which will in result improve the ranking of the gig in the search results. A maximum of 10 buyer requests can be sent on a daily basis.

Most of the newbies complain that they are unable to see the Buyer Requests or they can hardly see one or two Buyer Requests. If your Fiverr account is new, you may not see a good number of buyer request. Since the introduction of the monthly Level Evaluation, a Buyer request can only receive a limited number of offers from new sellers. Once the limit has reached, other new sellers cannot see that Request. Also, buyer requests are shown based on the subcategories of your gigs. The solution is to create more gigs with subcategories relevant to your niche and add more tags to your gigs. Also, create gigs with a good title so if you can't access the buyer request still you can get an order from organic search. To view the Buyer Requests, click on More and then Buyer Requests.



Read the requests, check the number of days and budget carefully and then send offer to the suitable ones. To submit your offer, click on the button "Send Offer" in front of the request.

BUYER REQUESTS			All Subcategories		
DATE	BUYER	REQUEST	OFFERS	DURATION	BUDGET
Jan 23, 2020		Hello! I am a professional photographer and writer in need of a professional, elegant, reactive, SEO-optimized website. First, I would only inclu... See more ▾	32	7 days	\$300
				Remove Request	Send Offer
Jan 23, 2020		I need an affiliate marketing website. I am looking for a seller to suggest me the best affiliate platform to link with and create an eye-catching... See more ▾	23	3 days	\$70
Jan 23, 2020		Website design in Wordpress! Instagram	0	3 days	\$100
Jan 23, 2020		I am looking for a wordpress php expert to customize a very small feature on Service Finder wordpress theme booking process.	23	24 hours	\$5

After clicking on the button, a popup window will appear you have to select your gig related to that request.

Select a Gig to Offer X

 I need an affiliate marketing website. I am looking for a seller to suggest me the best affiliate platform to link with and create an eye-catching website.

 I will rewrite SEO optimized and professional linkedin profile

 I will professionally write your cv, resume, and cover letter

 I will do twitter marketing perfectly for your brand

[Submit Offer](#)

Write your proposal, put the price, select the number of days for completion of the task and mention the number of revisions you will provide for this task.

I will do twitter marketing perfectly for your brand



Describe Your Offer



0 / 1500 CHARS MAX

Total Offer Amount

\$ 10000 max.

Delivery Time

1 day ▾

Ask for Gig Requirements



▼ Define the Offer Scope:

Management duration days



Full-time engagement

Schedule posts

Page/channel evaluation