

Guide for Freelancers Who Want to Start Their Own Agency in the Future

Step 1: Start Freelancing on Platforms Like Fiverr, Upwork, and Freelancer

✅ Let's Focus on Fiverr (Beginner Friendly)

Here's how to get started:

1. Create a Strong Profile

- Use a clear, professional photo of yourself.
- Write a clean, focused title (e.g., "Professional Graphic Designer | UI/UX Expert").
- Your description should clearly list your skills, experience, and how you help clients.
- Add a portfolio section with examples of your best work.

2. Gigs (Fiverr allows 4 gigs in Phase 1)

- Use unique gig titles — research what top freelancers in your niche are using.
- Include clear gig images (clean, relevant visuals).
- Use the right keywords in your gig title and description.

3. Client Interaction & Offers

- Before creating an offer, connect with the client and understand their requirements.
- Only after both sides agree, create the custom offer.
- **Important: If the client asks to share personal details — never share in Fiverr chat.**
- For outside (direct) payments, always:
 - First, get your initial order on Fiverr.
 - **Then if moving off-platform, take 25% upfront, and 75% before final delivery for safety.**

4. After the Work

- Ask for a review — and also leave an honest review for the client.
- Reviews = trust for future clients!

Step 2: Improve Your Presentation

- Try to speak a few words in English when messaging or calling clients — this builds confidence.
- Create your personal portfolio:
- Show who you are.
- Include sample projects or demos.
- Add animation or effects to stand out.
- Include links to your LinkedIn and other social media.

Step 3: Master Communication

- Communicate clearly in chat and calls, ideally in English.
- Avoid grammar mistakes — write with confidence.
- Think before you type — your words build your brand.

Step 4: Build Client Trust

- Give daily or weekly updates to show progress.
- Offer to join calls for clarity and build transparency.
- In the beginning, don't charge too high — focus on:
- Delivering value
- Building long-term relationships
- Once trust is built, gradually increase your prices.

Final Words

If you liked these tips and the guide, follow me and share this reel with your friends.

Good luck — you got this!

In the future, you'll be the boss of your own agency.

Stay consistent. Don't give up. Success is waiting for you.