

# Freelancer Quick Start

## A Cheat Sheet For Becoming A Freelancer

---

### Step 1: Target a Skillset

**Are you already employed doing something and getting paid for it?** If so, you can just look for gigs doing what you do at work. It's also a great way to get some experience with new skills.

**Are you learning a new skill?** Pick one thing that you are good at and feel comfortable doing.

Avoid taking on big jobs if you are just starting freelancing. Look for gigs that require you to do a specific thing: write a review for a product, write a paper, tune a SQL query, fix some CSS, work with HTML, debug JavaScript, design a data model, etc.

*But don't let me talk you out of anything.*

I've found that part of being a freelancer is getting comfortable with constantly learning new skills.

Maybe you are bored with what you do at work or don't like that your learning path is so slow – you want to earn money now!

**Train up in something and look for gigs that call for those skills.**

[Udemy](#), [Coursera](#), [EdX](#), and YouTube are great places to learn new skills.

## Step 2: Your Portfolio

This isn't as complicated as it sounds and doesn't have to be fancy, so don't go overboard.

Having a place to send potential clients is the main thing you're going for with your portfolio. It doesn't have to be a complicated, hard-to-navigate website.

Fortunately, many options are easier and cheaper than buying your domain and hosting account.

Go to [Carrrd](#), sign up for the free plan, pick a template you like, and put your contact information, your services, and links to your portfolio.

Once you have completed your first freelancing gig, post your customer's testimonial on your portfolio site.

## Step 3: Landing Your First Client

You know what they say about the first time, right? Yeah, so don't be expecting a lot of magic.

The point of this exercise is to land a client and complete the work to their satisfaction.

This new client is going to provide us with two things:

- A testimonial that will help you get better-paying work
- Experience working with clients.

That's it, so you have to make sure they are satisfied.

Go to sites like Upwork or FlexJobs, create a profile, and browse for jobs.

Search for jobs using keywords relevant to your specialty.

You will likely have to accept jobs that pay a lower rate than you are hoping for when starting, but remember *your desired outcome is to get satisfied customers who will give you a good testimonial and learn more about the freelancing process.*

Once you have a good customer, you can take the relationship to the next level (*start working with them directly*), but don't worry about that for now.

*Focus on getting work, completing the work, and making your customers happy.*

**Submit proposals for at least 10 gigs a day until you land one.**

Create a standard format for the proposals you submit for each gig; you only have to tailor the proposal to match the job requirements and your bill rate.

This gets easier over time, and you will develop a process that works for you.

#### **Step 4: Your First Testimonial**

Once the job is completed to your customer's satisfaction, send them a testimonial to approve.

Client testimonials have a massive impact on your ability to win more work and raise your rates. So, how do you get one? Write a sentence or two about yourself and send it to the client for approval.

They almost always say yes!

If they don't want to approve the one you sent them, politely ask them to make any necessary revisions and return it to you. Approved.

Return to your Carrd site and create a testimonials section on your portfolio page.

*By the way, I don't think anyone checks up on these testimonials. It's just a form of social proof, and the more, the better, but they must be **real**.*

Good luck!

These are the steps I use to keep my pipeline flowing with freelancing gigs.

It takes patience, a little luck, and skills that you will build as you go. Don't give up!

If you want to get on the fast track as a freelancer, regular check-ins with an [accountability partner](#) will help you succeed by setting goals, fostering discipline, and keeping your motivation up.