40.1. Give written answers to the messages:

Client: Hi I hope this email finds you well. I’m in need of some compelling blog posts for my website. Are you available to take on this project?

Freelancer: Hello Sir. Thank you for reaching out. Just let me know the details and I’ll get right on it.

Client: Sure, I need five blog posts on various topics related to digital marketing. Each post should be around 800 words.

Freelancer: Noted! I’ll start working on this right.

Client: If possible, I’d like to receive the first two blog posts within a week and the remaining three within the following week.

Freelancer: That works for me. I will try my best. Let me give a list or targeted keywords and key points.

Client: Yes, I’ll provide you with a list of targeted keywords and key points to focus on. Also, please make sure the content is engaging and informative.

Freelancer: Sure. I’ll get to work now and keep you updated on the progress. Have a wonderful day. Thank you.