



105 Tips to Help You Become a Successful Freelancer on Fiverr

This list is designed to help you avoid the most common freelancing pitfalls while creating irresistible services to promote here on Fiverr. Following these tips first will help you create a strong freelancing foundation on Fiverr as well as help you navigate the freelance life successfully.

Getting Started: Is Freelancing Right for You?

1. Write Down Your Goals
2. Define Your Skills
3. Have a Clear Niche
4. Figure Out What Makes You Worth Hiring
5. Consult with Friends and Family
6. Check Out the Competition
7. Find a Trait that Differentiates You from Your Competition
8. Find Answers and Solutions to Your Target Customers' Needs and Problems
9. Define What Value You'll Provide to Your Clients Making the Leap into Freelancing



Making the Leap into Freelancing

10. Treat Yourself and Your Work as a Business
11. Learn Self Discipline
12. Develop Psychological Triggers that Convert Leads into Customers
13. Identify Key Messages that Help Tell Your Story
14. Stay Informed, Know What's Trending in Your Niche
15. Invest in Equipment, Technology and Training
16. Decide if You Will Be Working from Home or Not
17. Have Extra Savings to Help Alleviate the Turbulence from the Launch Period
18. Study the Marketplace
19. Write Winning Gig Proposals
20. Define a Pricing Strategy
21. Be Clear about What You're Going to Offer
22. Be Quality Conscious
23. Get Your Own Blog
24. Consider Having a Distinctive Logo Created
25. Create Yourself a Free MailChimp Account
26. Add an Email Opt-In Form to Your Blog Sidebar
27. Get Tailor-Made Email Templates for Automated Responses
28. Comment on Others' Blogs
29. Guest Post on Relevant Blogs
30. Go Social, Network Online
31. Attend Meetups
32. Market Yourself on LinkedIn
33. Build an Online Portfolio
34. Offer Free Giveaways to Boost Blog Email Sign-Ups
35. Focus on Building Your List with Tools like Leadpages and Unbounce
36. Do Some Free Freelance Projects for Friends in Exchange for Testimonials
37. Use Those Testimonials within Your Blog Content
38. Save as Much Money as You Can



Boosting Your Success as a Freelancer

39. Be Professional
40. Don't Sell Yourself Short
41. Make Sure the Project Aligns to Your Expertise
42. Make Sure You Fully Understand Your Customers' Needs and Expectations
43. Make Sure You Have All the Requirements to Do the Job Properly
44. Give Your Clients Regular Updates (Even if They Don't Ask for Them)
45. Over-Deliver and Exceed Your Clients' Expectations
46. Respond Quickly to Customer Messages
47. Meet Your Deadlines
48. Request Feedback to Further Improve Your Services
49. Promote Your Gigs Through Social Media and Your Blog

Tax Tips for Freelancers

50. Register Yourself as Self-Employed/Sole Proprietor
51. Use a Reliable Invoicing Software or Service
52. Number Your Invoices
53. Keep a Record of Your Invoices
54. Hire an Accountant
55. Learn the Basics of Accounting
56. Keep Separate Bank Accounts and Credit Cards for Business Purposes
57. Deduct Business Expenses from Your Taxes
58. Keep Detailed Records of Your Income
59. You May Be Able to Deduct a Portion of Your Home Office from Your Taxes
60. Claim All Eligible Deductions
61. Create a Detailed Monthly Profit and Loss Statement Boosting Your Productivity



Boosting Your Productivity

62. Do One Thing at a Time
63. Automate Common Tasks
64. Stay On Task with 40-to-50-Minute-Long Sessions
65. Eliminate Distractions as Much as You Can
66. Consider Outsourcing to Other Sellers to Get More Done
67. Plan Your Day Before It Begins
68. Remove Things that Hamper Your Productivity
69. When You Plan to Work, Work. When You Plan to Rest, Rest
70. Write Down What You Need to Do
71. Be Organized
72. The Less Stress You Have, The More Productive You'll Be
73. Reset the Deadline
74. Set a Schedule
75. Keep Your Work Area Neat and Organized
76. Do Small Things As They Arise
77. Start the Day With Your Hardest Task First
78. Develop a Routine
79. Stop if You're Losing Focus
80. Identify During Which Times You Work Best
81. Work Out
82. Get Enough Sleep
83. Set Aside Time for Blog Comments
84. Use a Virtual Assistant to Help You Complete Daily Tasks
85. Work to Develop Your Skillset on Complementary Items Growing Your Freelance Business
86. Stay Up to Date on Industry Trends
87. Take Advantage of Online Marketing Tools
88. Nurture Client Relationships
89. Send Out Promotional Emails to Your Blog Prospects
90. Ask Your Most Satisfied Clients for Referrals
91. Publicize Positive Reviews Across All Your Digital Channels



92. Network Offline
93. Refer Customers that Aren't a Good Fit to Other Sellers
94. Follow Up with Clients Who Requested Information But Didn't Buy
95. Reply to Inquiries Promptly
96. Update Your Blog Followers Using Social Networking
97. Be Honest
98. Keep a Detailed Customer List
99. Attend Industry Tradeshows and Conferences
100. Invest in Continuing Education
101. Offer New or Extra Services
102. Get Some Professional Business Cards to Distribute During Meetups and Conferences
103. Create Your Own Team of Freelancers to Partner With
104. Increase the Rate of Your Gigs
105. Give Back to the Community!