



# THE 50 GOLDEN RULES IN FREELANCING

~ If you get tired,  
learn to **rest** not to quit ~

## **Never have an incomplete profile**

~ It creates poor impression

## **Ensure your English skills are on-point**

~ Clients prefer freelancers with strong English skills

## **Do not set high price per hour while starting out on freelancing**

~ Slow and steady wins the race!

## **Never ask for work on communities**

~ Communities are for helping each other, not to give you work

## **Learn from others mistake by being a keen observer**

~ Lesser the mistakes, better the results

## **Consider adding more skills to your Freelancing career**

~ Multi-Skilled freelancers get preference

## **Never mention you are a 'student'**

~ Customers don't risk their project

## **Do not leave your portfolio section empty**

~ It's a visual representation of your skills

## **Learn something new about freelancing everyday**

~ Learning = earning

## **Don't be underprepared and start bidding on projects**

~ Preparation leads to precision

## **Learn from your own mistakes**

~ Helps you be a better version of yourself

## **Never say to yourself and others that you don't have money to invest in your Freelancing career**

~ Just find a way rather than going down the path of excuses

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~ First **Learn**,  
then remove the **L** ~

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 **Create a 'Process' and stick to it**

~ It will help you meet short-term goals, which in turn helps you accomplish long-term goals

 **Never begin your conversation by 'Hey'**

~ It is considered as 'casual' and 'unprofessional'

 **Consider 'Contests' as a 2nd medium for winning projects**

~ Competing helps you to get better

 **Don't join too soon and quit too soon**

~ Give yourself some time to 'breathe'

 **Engage in meaningful conversations by asking smart questions**

~ They help you get noticed

 **Read and learn from others proposals**

~ Make notes, use them to your 'advantage'

 **Never ask customers to 'give you a chance'**

~ You need to 'deserve' your chance, not 'ask' or 'plead' for it

 **Re-invest your Freelancer.com earnings wisely**


~ Don't apply for 1st withdrawal immediately

 **Consider upgrading to a membership that gives you more 'bids'**

~ Don't under-estimate 'competition'

 **Never share your contact details**

~ They can get you 'banned' or 'scammed'

 **Pass some exams and display some certificates in your profile**

~ Helps customers know you are 'qualified'

 **Ensure the customer is Payment Verified, has deposits and reviews**

~ Do not waste your bids on fake projects

 **If a customer asks you to contact them off-site, don't get greedy**

~ 'Report' them and be loyal to Freelancer.com

 **Spend a minimum of 4-8 hours a day on Freelancer.com**

~ Gives you better leverage over others that spend lesser time

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~ Have a **Vision** &  
trust the process ~

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**Do your homework, keep your portfolio ready**

~ It will be handy if a customer messages you



**Use your skills to create quality samples and upload them to your portfolio**

~ Helps in 'demonstrating' your talent to potential clients



**Learn to use 'credits' under profile to buy 'bid packs' if you run out of them**

~ Helps you to get free bids under your membership plan



**As a basic thumb rule, take a 'basic' membership plan**

~ You cannot use 'credits' if you have no active membership plan



**Give yourself 6 months to qualify as a market-ready freelancer**

~ Don't even think of quitting



**Consider freelancing more as an 'art' and not as a 'job'**

~ Jobs can often be dissatisfying, 'art' can never make you unhappy



**Create a 'spreadsheet' and log daily learnings**

~ 3 points a day, 1 month of learning makes it 90 new lessons



**Stick to Freelancer.com and don't look elsewhere**

~ Rather than being a Jack of all trades and master of none, be a master of a single trade



**If you are from an Asian country, consider applying for projects post-midnight**

~ High paying clients from US, UK and Europe are more active in that time zone



**Consider giving solutions as part of your proposal**

~ Potential clients will appreciate the approach



**Don't rush into bidding, it's a myth if you apply first, you rank #1**

~ Don't live in assumptions



**Consider using 'Sponsored Bid' and 'Highlight Bid' options**

~ They help your proposals to stay on the top



**Take breaks, listen to music, have physical activities**

~ Don't overstress yourself



**Find a balance between work and personal life**

~ Helps you to stay afloat and not drown

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~ One day or **day one**.  
You decide ~


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 **Consider using your 1st review as part of your profile description**

~ Helps customers know you are not a rookie

 **Always greet your customers politely and be kind**

~ It makes you a better human being

 **Inculcate Social responsibility into your freelancing career**


~ Make freelancer.com a better market place by reporting fake project and fraud clients

 **Never indulge in spamming on communities on Freelancer.com**

~ You will be immediately removed from communities in doing so

 **Never shy away from providing a 'sample' if a potential client requests you**


~ Don't be mean, learn to upsell your services

 **Always look at 'average bid price' and adjust your 'bid price' accordingly**

~ You need to be affordable

 **Never write phrases like 'I will work for free' in your proposals**

~ Working for 'free' will not get you 'reviews'

 **Create 'short-term' goals, create a 'plan' to meet them and revise your goals as you go along**

~ Planning helps you become a 'Professional'

 **Never think that your proposal won't be taken seriously and send a half-baked proposal**

~ There will always be a client to see your potential

*Last but not the least, follow all these guidelines, be a good 'Freelancing' student, spend time on support knowledge base, take the right steps, give yourself the best chance and be the best version of yourself.*