# WELCOME TO START FREELANCING

#### IN THIS WELCOME PACK:

We'll go through the course schedule, what to expect each week, how to join the Facebook group, the assignments, and how to get the most out of the Start Freelancing course.

Welcome to Start Freelancing! This is your introduction to the course: hopefully it'll answer any questions you've got, but please do feel free to email me (<u>ali@aliventures.com</u>) if there's anything else you're wondering about.

### The Course Schedule

We're going to work through Start Freelancing week by week:

*Monday 26<sup>th</sup> April* **Module #1:** The Foundations of Your Freelancing Business

*Monday* 3<sup>rd</sup> *May* Module #2: Registering Your Domain and Social Profiles

Monday 10<sup>th</sup> May Module #3: Setting Up Your Website, Step by Step

*Monday 17<sup>th</sup> May* Module #4: Getting Great Experience – and Testimonials

*Monday 24<sup>th</sup> May* Module #5: What to Charge and How to Work

*Monday* **31**<sup>st</sup> *May* **Module #6:** Finding Writing Gigs and Pitching Editors

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You'll have full access to the materials right from the start of the course, so you can get ahead or take your time if you prefer. To get the most out of the course, I recommend working through one module each week when you can, so you're at the same point as most other members in the group.

If you don't have the chance to finish the course in the six weeks, that's no problem. You can continue posting in the Start Freelancing Facebook group after this time, you can work through the materials at your own pace, and/or you can wait for the next time I run Start Freelancing, when you'll be welcome to join in with a fresh group of freelancers (at no charge).

### The Weekly Emails

Each week, you'll receive two emails from me. Each will have [Start Freelancing] at the start of the subject line and they'll come from <u>ali@aliventures.com</u>.

**On Mondays, you'll get the module for the week.** There'll be a quick introduction to this in the email itself, with a link to download the full module as a .pdf. (You'll also have links to the other modules, in case you want to skip ahead or go back to a previous one.)

**On Fridays, I'll send you a quick reminder about that week's module.** This will include the download links again plus any news or updates about the course.

#### The Course Facebook Group

Connecting with other freelancers is a great way to feel encouraged and motivated – plus it can lead to fruitful collaborations or recommendations in the future. Here's the private Facebook group for Start Freelancing:

<u>Start Freelancing</u> <u>facebook.com/groups/startfreelancingcourse</u>

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This is where you can introduce yourself to other members of the course, chat about freelancing, and ask any questions you want. It's a private group: no one will see your posts except fellow Start Freelancing members.

Note: As it's a private group, I'll need to manually approve your request to join. Apologies if this means a short wait.

I'll be in the Facebook group as often as possible to answer any questions you've got about the course or about freelancing more generally.

The Facebook group is structured with different sections for the six modules, so that it's easy to ask questions and find answers about each week's material.

Even if you don't want (or don't have the time) to use the Facebook group on a regular basis, I'd definitely encourage you to pop in once a week to "check in" and let us know how you're getting on.

## Your Assignments

All modules have a suggested assignment at the end, which will normally take around one to two hours.

I strongly encourage you to have a go at the assignment each week, or each time you complete a module, even if you're not able to finish it. Most of the assignments are split into several parts, so you can just do the bits you have time for.

Once you've completed the assignment, or done as much as you can for that week, come over to our Facebook group and "check in" by leaving a comment to let us know you've finished that module. If you haven't finished, don't worry, come and tell us how you're getting on anyway!

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### Getting the Most Out of the Course

While I've aimed to make Start Freelancing helpful even if you don't have much time, the more you put into the course, the more you'll get out of it!

To help you make the most of Start Freelancing, I suggest that you:

**#1: Set aside a regular time to read through the modules.** They come out on a Monday, so you might want to read through on a Monday evening, during your Tuesday lunch break, or whatever works well for you.

You can download the module .pdfs as often as you like, to as many devices as you like – so if you want to read half a module on your phone, half on your tablet, then tackle the assignment at your computer, that's fine.

**#2: Find at least an hour a week to work on your assignment.** Every week, you'll be making real progress towards your freelancing career: setting up your website, writing pitch emails, and so on. The assignments should normally take between one and two hours.

**#3:** Ask questions in the Facebook group. Throughout the course, I'm here to support you. If you have *any* freelancing or writing related question, bring it to the group – chances are, you're not the only person who's struggling with it, and I'll be glad to help. Plus, other members may have their own ideas and solutions to share with you.

**#4: Take a look at the further reading too.** Every module comes with suggested further reading – links to blog posts or articles that tie into the topics covered in that module. If you can, go through some of these resources too. They may give you new ideas or help you dig more deeply into a topic.

Finally ... I am very much looking forward to getting to know you, and to supporting you at this stage of your freelancing career. Come on over to the Facebook group now and introduce yourself: <u>facebook.com/groups/startfreelancingcourse</u>