

# 6 Tips To Make The Most Out of Your Outsourcing Efforts



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I started as a freelancer and then became a client when I started my own business. These are the top things I learned after generating thousands from outsourcing as a client and as a Freelancer.

## Outsourcing is the number one key to my success

### 1 Have Your Own Blog

The best tip that I can provide is that you have your own Blog to demonstrate professionalism and be organized.

- **If you are a Freelancer**, Show previous jobs you have completed in a portfolio and posts that demonstrate you know your work and consider yourself an expert.
- **If you are a client** this isn't strictly needed but I keep instructions in a page on my Blog to make it easy for Freelancers.

### 3 Take The Tests

All of the top outsourcing websites allow you to take tests to demonstrate your expertise and rank higher on their search engine and search results.

As a client I always look for Freelancers on the top 10% of test results.

**There are tests about everything**, web development, graphic design, English and fluency in other languages, writing, etc.

### 2 Feedback & Reviews

**This is everything in your accounts** whether you are a client or a freelancer.

If you are just getting started ask your friends and family to open accounts and hire you for whatever task they need from you to start creating some good feedback and reviews.

Bad feedback can kill your business.

Make sure you are EXTREMELY professional and ethical.

Don't hesitate to  
[contact me on twitter](#)  
and ask any questions  
you might have.

Use #Moneydiver

## 4 A Client is Always Right

The philosophy that has taken companies to the top of the world will also take your account and reputation to the top.

You must learn to take abuse if necessary, if you get a bad experience finish the job the best that you can, get over with it and move on. You can choose not to work with that person, but finish your job with the chin up.

This is what separates the great from the weak. **A harsh tip that will help you succeed.**

## 6 Clear Instructions

**As a client**, make sure you provide extremely detailed instructions. Don't leave ANYTHING to the assumption of your contractor.

Make a video walkthrough if possible using a tool like Camtasia or Screencast to record your screen.

Have detailed bullet points. Use step by step description of your requirements

**As a Freelancer**, don't assume anything, if you don't understand something make sure you ask. Your client will appreciate that you do.

## 5 Good Communication

This is key. If I don't find good communication with a Freelancer or client I don't hire him or work with that person.

If your English is rusty, get a translator, but there's nothing worse than not understanding instructions properly.

It's highly important that you understand what the other person is trying to transmit or you will end up losing a ton of time.

The same goes for transmitting your message. Be clear with your communication.

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