

CREATING YOUR FREE ACCOUNT

The good news is getting started on Upwork is 100% free. BUT, there are a few things I want to make sure you understand as your setting up your account.

01 THIS DOESN'T HAVE TO BE PERFECT

We are going to go through your profile with a fine tooth comb in later lessons. For now do your best to fill out your profile BUT don't get stuck trying to make it perfect.

02 THERE'S AN APPROVAL PROCESS

Upwork vets everyone that applies to be a freelancer on the platform. This is to keep out scammers BUT also to make sure the platform isn't oversaturated with freelancers that have a certain skillset.

Think about having to compete against hundreds of thousands of other web designers. Doesn't sound like a lot of fun. Thankfully, web design is one of the most in demand skills on the platform. So, there's good chance you'll make it.

Think of this like a job application. You want to bring your best. But, don't let it freak you out. There's a good chance you'll be approved.

03 GIVE AS MUCH INFO AS YOU CAN

Don't hold anything back. Tell them as many skills as you've got in your pocket. The more skills they see you have, the more the algorithm will make connections to potential clients and see you meet a need.

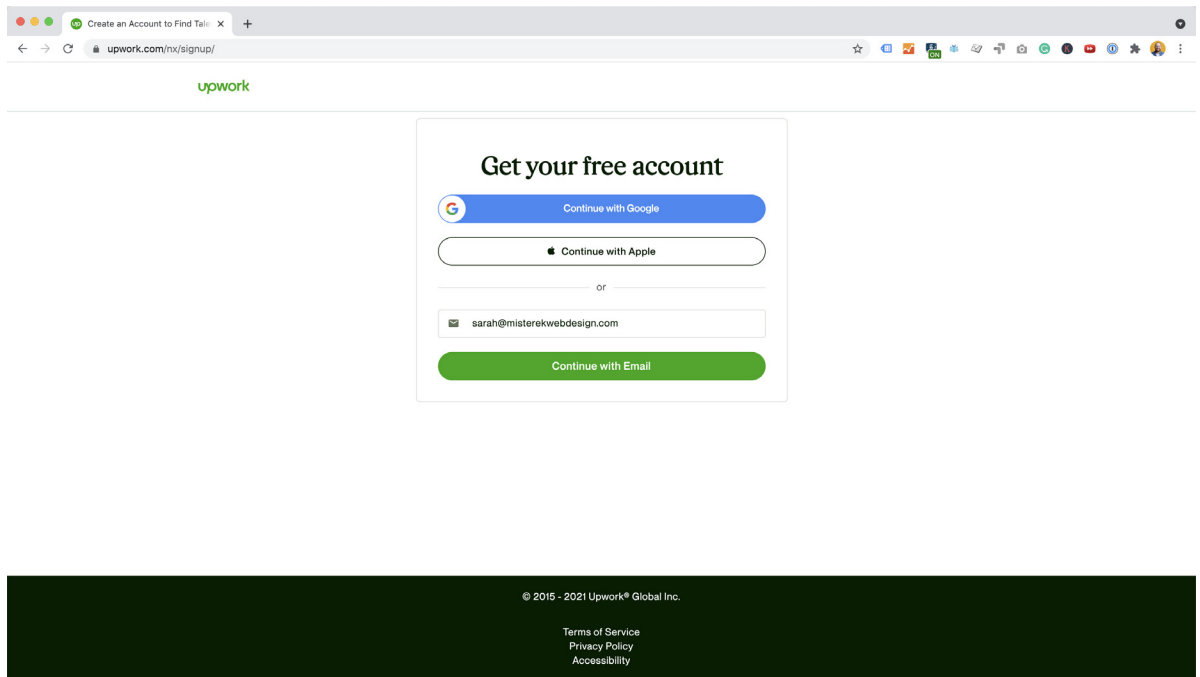
We'll trim some of those skills later. But, for now give 'em everything you got.

Now let me briefly show you the first step of the application process: signing up for a free account.

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01 YOUR EMAIL

The first screen you'll see is for your email



IMPORTANT STUFF

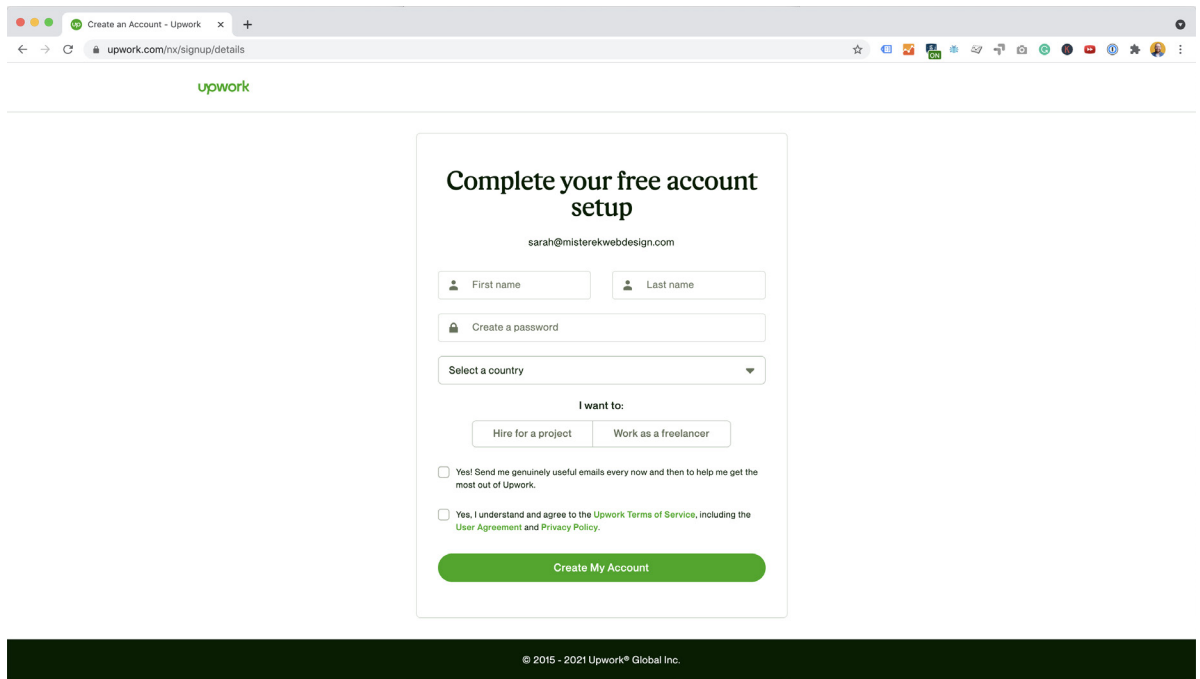


- Use a business email not something that ends with gmail, yahoo or hotmail
- If you don't have one, you can sign up for one at [Google Workspace](#). It's cheap and easy.
- You can use "Continue with Google" or Apple. BUT, I've not heard if that hurts or helps your application process.

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02 YOUR INFO

Next your asked the standard, "Who are you where you from" type stuff.

A screenshot of a web browser showing the Upwork account creation page. The browser's address bar displays 'upwork.com/nx/signup/details'. The page features the Upwork logo at the top left. The main content area is a white box with the heading 'Complete your free account setup'. Below the heading, the email 'sarah@misterekwebdesign.com' is shown. There are input fields for 'First name' and 'Last name', a 'Create a password' field, and a 'Select a country' dropdown menu. Under the heading 'I want to:', there are two buttons: 'Hire for a project' and 'Work as a freelancer'. Below these are two checkboxes: 'Yes! Send me genuinely useful emails every now and then to help me get the most out of Upwork.' and 'Yes, I understand and agree to the Upwork Terms of Service, including the User Agreement and Privacy Policy.'. At the bottom of the form is a green button labeled 'Create My Account'. The footer of the page shows the copyright '© 2015 - 2021 Upwork® Global Inc.'.

IMPORTANT STUFF

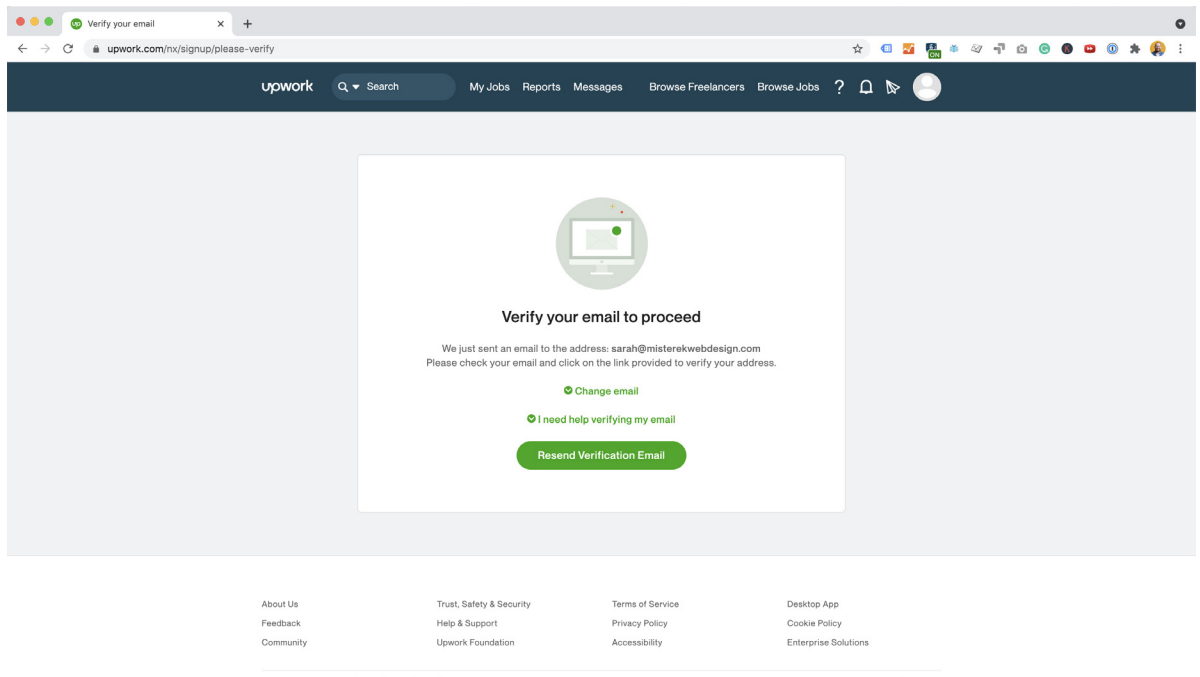


- Just be honest. Don't tell them you're from the US if you're not. It'll come back to bite you. v

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03 VERIFY YOUR EMAIL ADDRESS

Pretty standard



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- It sometimes takes a while. So, be patient. It'll get to you ;)

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04 UPWORK QUESTIONNAIRE

This is fairly new to the Upwork process. I imagine it's to teach new users about the platform and do a little research on people signing up.

The screenshot shows a web browser window with two tabs: 'Verify your email' and 'Create your profile'. The address bar shows 'upwork.com/ab/create-profile/'. The Upwork logo is in the top left of the page header. The main content area is titled '1/3' and 'Hi Sarah! A few quick questions before we start: first, have you freelanced before?'. Below this is a subtext: 'This lets us know how much help to give you along the way. (We won't share your answer with anyone else, including potential clients.)'. There are three radio button options: 'Nope, it's new to me', 'I've tried it but still might need tips', and 'Yep, I've freelanced for years'. At the bottom of the form is a link: 'Here to hire talent? Join as a client'. The footer contains links for 'About Us', 'Feedback', 'Community', 'Trust, Safety & Security', 'Help & Support', 'Upwork Foundation', 'Terms of Service', 'Privacy Policy', 'Accessibility', 'Desktop App', 'Cookie Policy', and 'Enterprise Solutions'. A green question mark icon is in the bottom right corner.

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- I can't imagine how you answers these questions will hurt or help you. So, no worries there.

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That's it for making your free account! It's a pretty painless process. In the next video, we'll go over the harder steps in the process and actually begin to tell them a lot more details about you as a freelancer.

HOMEWORK



Sign-up for your free account!

NOTES

