



December 1, 2022

The Best is Still To Come

Toes in the sand; Mind engaged



Coaches Corner

Where did 2022 go? It seems like just yesterday, it was January 1, 2022, and we are only 31 days away from January 1, 2023!!!

Have you achieved the goals you set for this year in your freelancing career? If you didn't, there is no need to despair, and above all, do not give up! The great thing about freelancing is you do it on YOUR terms, and your freelancing opportunities do not go away. You can pause and resume whenever it is convenient for you.

If you need help resuming your freelancing career (*AFTER the holidays*), *have no fear; Robert and I are always available to help.*

In November, we held some workshops that were jam-packed with tips and tricks to help, and we have turned those live workshops into workshops you can access (for a smaller fee than personal one-on-one coaching) that are available on our website.

So if the holidays have you short on cash and you want to turn to freelancing to earn some extra money but you would like some coaching, but don't have the money to spend on one-on-one coaching, check out our workshops in the store section on our website! The *How to be Successful on Upwork* has tons of tips for your success!



Welcome!!

Welcome to our December newsletter!

Holidays can be a time for being short of patience.

Here are some tips to think about during this holiday season.

We need to be patient with ourselves when setting goals.

We should love the challenge of setting a goal and working towards achieving it. We should feel inspired to dig deep and call on our strongest attributes, especially when the goal seems particularly difficult to achieve. We need to know we are capable, and that is enough to push us forward.

When setting goals, we need to be patient with ourselves. We can admit it is easy to get excited at the thought of attaining something important to us, but we need to remind ourselves that everything happens in its own time.

We need to take a realistic approach when looking at goal-setting. We need to take an introspective look at our situation and honestly identify the factors that could prevent attaining the goal in the time we would want it.

We need to accept the opposing factors and develop a game plan to conquer them.

We can achieve our goals more easily when we break them down into tangible pieces. This approach allows us to exercise patience as we focus on the smaller steps along the way to success. We also must maintain our patience by setting a realistic timeline for attaining each step.

Today, know that our goals are easily within reach because we have an effective strategy for achieving them. We are both capable and deserving of the goodness of life. With patience, we can be certain that we can achieve them in due time.

Self-Reflection Questions:

- 1. Can outside factors affect my self-confidence and cause me to doubt my ability to achieve a goal?**
- 2. Am I doing anything that gets in the way of achieving a goal?**

Take one day at a time and be present in the moment!

Speaking of setting goals ...

I found a great blog post on goals that you should check out: <https://www.thesimplicityhabit..>

It is by Julianna from The Simplicity Habit on how to set realistic goals and actually achieve them. As she points out, it is easy to set goals; the hard part is achieving them!



CHECK OUT THE QR CODE

FOR OUR WEBSITE

Now you can find our website quicker from your phone!! Thanks to Robert's daughter Chelsea who created our QR code for our website! Check out our website that Robert has been working on updating for the last couple of weeks. Send us your comments using the contact us link on the website and let us know what you think!



What Makes an Expert an Expert?

By: Patty Thompson

Do you think of yourself as an expert? Well, maybe you should. Believe it or not, Robert and I tell most of our coaching clients *they are experts!* Because they are.

As a freelancer, you might not be an “expert” in freelancing, but you are an expert in whatever service you will offer as a freelancer.

So precisely *what is an expert?*

According to Wikipedia, “an **expert** is somebody who has a broad and deep competence in terms of knowledge, skill, and experience through practice and education in a particular field...”

Taruna Goel published several vital traits shared by experts in an article published on LinkedIn. Here are some of her qualities of an expert:

- They have valuable experience
- They can communicate their expertise
- They LIKE to share their knowledge and wisdom
- They are humble about their expertise
- They know the limitations of their own knowledge
- They are continuous learners

I would also like to add some characteristics I believe experts share in addition to the ones above:

- They have done projects in their expertise successfully in the past in some form
- They can communicate well with others and can make a valuable connection

What makes baby boomers expert freelancers even though they might be totally new to the freelancing world?

- For starters, baby boomers have a unique and diversified set of skills under their belt that they have accumulated over 30 to 40 years in the work field.
- They possess common sense. Yes, they don’t only see what’s right in front of them, but throughout their years in the work field, they have acquired the much-needed skill of seeing the “big picture.”
- They have morals and a solid work ethic

All of these qualities help give the baby boomer an edge in the freelancing world.

So, stop thinking of yourself as a *newbie* in the freelance world. You, the baby boomer, are the expert!

By: Robert Thompson

How to Use Zoom Safely

Anytime we communicate online, we need to consider security. Zoom is no exception. Zoom is generally safe, but there are several steps the meeting organizer can take to ensure Zoom is secure.

- Know who is at your meeting. There are several ways you can do this. The easiest way to do this is to manually let people into the session. Zoom has a waiting room option that prevents people from joining the meeting until they are allowed in by the host. This option is now enabled by default.
- Be careful with the meeting link. Only use your personal meeting link with people you trust. If you are setting up a meeting with a wide audience, get a one-time meeting link from zoom. Here is a link on how to do it.
<https://blog.zoom.us/wordpress/2020/03/20/keep-uninvited-guests-out-of-your-zoom-event/>
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- Use a password for larger meetings. With a password, even if a hacker guesses the meeting id, they will still not be able to get in

Watch the chat window to prevent malware. If you do not need chat, you can turn it off. You can also set your meeting up so that people can only send messages to the host rather than the entire group. As host, keep an eye out for any chat messages with a link embedded. Here is a link to managing chat
<https://support.zoom.us/hc/en-us/articles/203650445-In-Meeting-Chat>

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