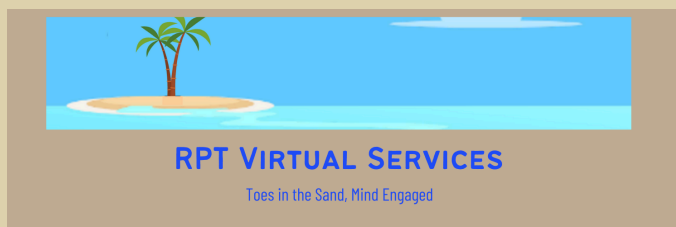


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About Us

Preferment Times: *Retirement Redefined*

May 2025 Issue

The Best is Still to Come

Toes in the Sand, Mind Engaged





Coaches Corner

Spring into Success: A Fresh Start for Your Freelance Journey!

As we step into May and embrace the fresh energy of spring, it's the perfect time to revitalize your freelance goals and reignite your passion for the work you love.

The seasons are changing, and so can your mindset!

Just like nature blossoms with new growth, you can nurture your freelancing career with new ideas, skills, and opportunities.

Take this month to reflect on how far you've come and set new goals for the rest of the year. Is there a project you've been putting off? A skill you've wanted to master? Now is the time to get started. Don't forget to celebrate your wins, no matter how small—they all count!

Remember, freelancing is a journey, and every season brings its own challenges and rewards. Stay focused, stay inspired, and keep moving forward. With each new project, you're one step closer to your dream freelancing life.

Let's make May a month of growth, renewal, and success!



🚀 Exciting May Lineup on Our YouTube Channel! 🚀

Get ready for a month packed with valuable tips and insider knowledge to level up your freelance game! Join Patty & Robert on our YouTube channel as we dive into some must-know topics for online freelancers:

- 📅 **May 5th:** Patty & Robert share expert tips on **Staying Safe While Working Online** – Protect yourself and your business!
- ✍️ **May 12th:** Robert takes you through **Portfolio Items** – Learn how to make your portfolio stand out and attract your dream clients.
- 🌐 **May 19th:** Patty guides you on **Navigating Online Freelance Communities** – Build connections and grow your network with ease.
- 📌 **May 26th:** Patty talks about **How to Spot Red Flags and Avoid Problematic Clients** – Protect your time, energy, and income!

We can't wait for you to watch these game-changing videos. Don't miss out on the insights that will help you thrive in your freelance career! 🧑‍💻

👉 **Subscribe here:** www.youtube.com/@RPTVirtualServices

Subscribe, tune in, and get ready to take your freelance game to new heights!

See you on our channel! Remember to subscribe, like, and share!



Spring Into Action: Fresh Upwork Strategies for Freelance Success

As the days grow longer and brighter, it's the perfect time to breathe new life into your Upwork freelancing journey. Just as spring cleaning clears away the clutter in your home, refreshing your Upwork presence can open doors to new and exciting opportunities.

Here are some timely Upwork-specific tips and coaching advice to help you *bloom* this season:

1. Refresh Your Upwork Profile for Maximum Impact

When was the last time you updated your Upwork profile? A profile that appears outdated or doesn't showcase your best work can quietly cost you valuable opportunities.

🌱 **Tip:** This month, refresh your title, overview, and skills section. Include any new certifications, recent client achievements, or trending skills you've acquired. Ensure your headline captures attention and your overview addresses your ideal client directly.

Coaching Corner: Your profile is your storefront. Treat it like prime real estate—clear, inviting, and up to date. Small tweaks can lead to significant results.

2. Plant New Seeds by Submitting Smart Proposals

Growth on Upwork means consistently putting yourself out there—and that starts with sending thoughtful proposals.

💡 **Tip:** Set a weekly goal to submit 3–5 tailored proposals. Personalize each one. Mention something specific from the job post, demonstrate your understanding of the client's needs, and provide a simple next step.

Coaching Corner:

It's not about *more* proposals—it's about *better* ones. A well-crafted, client-focused proposal beats ten generic ones every time.

3. Weed Out Low-Quality Jobs

Not every job on Upwork is worth your time. Trust your instincts and focus on quality opportunities that align with your skills and goals.

💡 **Tip:** Use filters wisely. Sort by "Payment Verified" clients, set minimum budget amounts, and watch out for red flags like vague job descriptions or overly high demands for low pay.

Coaching Corner:

You're a business owner, not just a job seeker. Choose clients who respect your time, talents, and professionalism.

4. Set Fresh Upwork Goals That Spark Excitement

Forget the resolutions you may have abandoned in January—let's set new, meaningful goals right now.

💡 **Tip:** Pick one Upwork goal for May. Examples: "Earn my Rising Talent badge," "Apply only to jobs over \$250," or "Get two new client reviews this month."

Coaching Corner:

Goals don't need to be overwhelming. Focus on actions you can *control*—not just outcomes—and build your momentum one step at a time.

5. Keep Growing With Upwork Learning Resources

Spring is the season for growth—and the more you learn, the more you earn!

💡 **Tip:** Take advantage of Upwork's free resources. Browse the Upwork Academy, read success stories, or attend a live webinar. Continuing to sharpen your skills makes you a stronger, more confident freelancer.

Coaching Corner:

Successful freelancers are lifelong learners. Stay curious, stay current, and never stop investing in yourself.

🌟 Final Thought 🌟

Spring is nature's way of reminding us that growth is natural when you nurture it. Your Upwork freelancing career is no different. You can create the thriving freelance life you envision with a little focus, a little action, and a whole lot of heart.

Let's make this your season of smart moves, bold goals, and fresh success on Upwork! 🌸

💬 **Need guidance on your Upwork strategies for success? Let's chat! Email us at:**

info@rptvirtualseervices.com



Alerts:

Whenever we see something that we think is important for you to be aware of, we will put it here in this section. Some months, there will be nothing; others maybe a lot.



Important Reminder: Changes Coming to Upwork May 1st

Variable Freelancer Service Fees

Starting May 1, 2025, the Freelancer Service Fee for new contracts will change from a fixed 10% to a variable fee based on factors such as client demand for certain work. The fee will stay the same for the life of the contract. Your fee for existing contracts will remain unchanged. See the frequently asked questions:

What's changing with the Freelancer Service Fee?

Instead of the flat 10% fee, freelancers may see **a higher or lower fee on new contracts**. This change is based on factors like supply and demand in the marketplace, with the goal of creating a more balanced and healthy environment for both freelancers and clients.

What will be the new range for the Freelancer Service Fee?

The range will be from 0% to 15%.

Will the new variable Freelancer Service Fee affect my existing contracts?

No, the new variable fee structure only applies to new contracts.

Why are you making this change?

We regularly review and adjust our pricing strategies to keep pace with a changing marketplace. Our goal is always to support a more balanced, healthy environment where both freelancers and clients can thrive.

When will the variable Freelancer Service Fee be applied, and will there be a transition period?

We'll start applying the variable fee to new contracts starting on May 1, 2025. There will not be a transition period since the change won't apply to existing contracts.

Should I expect the fee on my contracts to change unexpectedly?

No. Once a contract is signed, the freelancer service fee is locked in and won't change.

How and when will I see the Freelancer Service Fee I'll pay on a contract?

You'll see the percentage when you're creating your proposal in the bid calculator, so you'll be able to adjust your rate if needed. If you receive a direct offer from a client, you'll see the fee percentage and amount in the payment details section of your offer. Additionally, the percentage is always visible in the contract details section of the workroom and will continue to appear on your transaction summaries.

What additional benefits or features am I getting with this change?

This new approach is designed to benefit freelancers by creating a more balanced and healthy marketplace where freelancers set their pricing based on the value of their work. We'll continue to monitor feedback and outcomes closely to evaluate the value this model delivers for freelancers and clients alike.

What factors determine the Freelancer Service Fee that I'll pay?

Our algorithms will keep evolving, but we expect the fee will vary based on factors such as the levels of supply and demand to start, and grow to include things such as client and freelancer tenure and membership plan, as well as the job category, scope, complexity, urgency, etc., of the project.

Does a variable Freelancer Service Fee apply to freelancers who subscribe to Freelancer Plus?

Yes, variable fees will apply to freelancers who subscribe to Freelancer Plus, except when they bring a new client to Upwork via [Direct Contracts](#). Freelancers who subscribe to [Freelancer Plus](#) will still receive the 0% Freelancer Service Fee when they bring a new contract to Upwork through Direct Contracts.

Are agencies impacted by the change to a variable Freelancer Service Fee?

Yes.

Will variable Freelancer Service Fees apply to Direct Contracts?

No.

Will variable Freelancer Service Fees impact my Enterprise contract?

No. Enterprise contract fees may vary per your contract with your Enterprise client, but the fees are typically 10% and are not impacted by this change.

Are you bringing back the sliding Freelancer Service Fee based on contract earnings?

No. Variable fees may be based on various factors such as market supply and demand.

Is there a way to get a discount on the Freelancer Service Fee?

No, we are not offering any discounts.



Tech Corner

Your Spring 2025 Tech Checkup Starts Here

Spring is often a time for fresh starts—and that includes cleaning up and upgrading your tech habits! As a freelancer or remote worker, staying ahead of the curve means not just honing your skills but also keeping an eye on the tools and alerts that can impact your workflow.

Here are a few important tech trends and tools to pay attention to this spring:

1. Password Managers Are a Must (Not a Maybe)

In 2025, data breaches are sadly still on the rise. If you're not using a password manager yet, now's the time to jump in. Tools like **Bitwarden**, **1Password**, and **Dashlane** offer affordable options for securely managing your passwords across devices. Many sites are rolling out passkeys to replace passwords, so you want to be ready.

Pro Tip: Choose one that allows two-factor authentication (2FA) and support for passkeys for extra security.

2. AI Tools Are Getting Smarter — and Cheaper

From content writing to project management, AI-driven tools are exploding this year. Freelancers can tap into platforms like **ChatGPT**, **Grammarly AI**, or **Copy.ai** for everything from brainstorming article ideas to sharpening proposals. The technology is still evolving, and it is not clear which tools will come out on top, so it is helpful to learn more than one. Expect to see more features moved into the paid versions.

Quick Reminder: AI is an assistant, not a replacement. Always add your personal touch to anything AI helps you create.

3. Cloud Storage: Time for a Spring Cleaning

Have files scattered across Dropbox, Google Drive, and random USB drives? Spring is the perfect season to declutter.

A few smart moves:

- Audit your files.
 - Delete anything outdated.
 - Consolidate onto one or two trusted cloud services for easier management.
- Cloud services like **pCloud** and **Sync.com** are making waves this year for their strong privacy features.

4. Cybersecurity Alerts: Stay Sharp

New phishing scams are hitting inboxes faster than ever. In 2025, AI-generated scam emails look frighteningly real. Before you click:

- Double-check the sender's address.
- Never send sensitive info through email without verifying the recipient.
- Use a VPN when working on public Wi-Fi.

Consider setting up free alerts through sites like **Have I Been Pwned** to get notified if your email shows up in a breach.

5. Bonus Tool to Try: Trello's New AI Integration

If you love (or want to love) organizing tasks visually, **Trello** recently rolled out AI integrations that can suggest workflows, prioritize tasks, and even summarize meeting notes. It's simple, smart, and a real productivity booster.

Bottom Line:

Spring isn't just about cleaning your closet—it's about refreshing your tech toolkit too. By making a few small upgrades now, you can set yourself up for a safer, smoother, and more productive freelance year ahead.

Stay smart, stay safe, and as always, stay flexible—because that's where the magic happens in freelancing!

Success Stories

A big congratulations to our new clients who were recently accepted on Upwork: **Samantha P., Patty M., and Willene K.**



We're thrilled to witness you embarking on your freelancing journeys and eagerly anticipate celebrating all the successes that lie ahead!

If you're interested in getting started on Upwork, finding more clients, or know someone who is, we'd love to assist!

Contact us at info@rptvirtualservices.com to learn how to schedule a free Discovery Call with us on Zoom.

We want to celebrate YOUR success with all our clients!



Hope you have a very Happy and Successful March 2025!
Patty & Robert



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