

# TAKE & MAKE TRAINING CENTRE

Presents...

## 100% PRACTICAL TRAINING ON FREELANCING – ONLINE BIDDING :



ONLINE

OFFLINE

Practical Training Classes

<b>DURATION</b>	BASED ON REQUIREMENT
<b>AVAILABLE DAYS</b>	ANYDAY INCLUDING SUNDAY **
<b>MODE FACILITY</b>	ONLY SINGLE MODE FACILITY
<b>PRICE – ONE TIME</b>	Rs.2400 /- ( ONE TIME )
<b>CORPORATE PRICE</b>	RS.1600 /- PER HEAD ( MIN. 4 MEMBERS)
<b>PRICE–OUTSIDE INDIA</b>	\$ 40 ( ONE TIME ) – PAYPAL TRANSFER
<b>TAKE AWAY</b>	1 HOUR VIDEO + ALL PDF/PPT CONTENTS

## NEW ACCOUNTS OPENING ALONG WITH EXAM PROCEDURE ALSO BE SHOWN.



**Objective: THIS TRAINING WILL MAKE YOU AN EXPERT OF BIDDING SITES LIKE ODESK.COM, ELANCE.COM, GURU.COM OR FREELANCE.COM ETC. THIS UNIQUE TRAINING IS ONLY GIVEN BY OUR CENTRE IN EASTERN ZONE. IT'S A MUST FOR ANY BIDDER WHO IS STARTING NEW. ONCE YOU DO THE TRAINING, OUR SUPPORT WILL BE THERE LIFE LONG.**

1. Concept of bidding
2. Process of Bidding
3. Advantages of Freelancing Jobs
4. Disadvantages of Freelancing
5. **List of Freelancing Bidding Site ( 50 Site List)**
6. My top 10 sites
7. Why outsourcing!!
8. Why Odesk!!
9. Some Basic before you **START**...
10. *Step by step-how to Register* **FREE**
11. **Hourly vs. Fixed job**
12. How to get your first Job – 7 Steps

### Effective **Profile** Creation

Things to keep in Mind at time of PC  
Portfolio with Links  
Application Quota (**.PPT Presentation**)

### **Ready-ness exam – A MUST EXAM**

Skill Test Preview Exam like PHP,  
Ms-Office 2010, CSS etc.

### **EMPLOYER'S LOOK AND YOUR OBJECTIVE YOUR LOOK TO EMPLOYER BEFORE SELECTING HIM**

Search for the jobs  
Application Process  
How to Fix Your Hourly Rate!  
Tips for applying Jobs.

**NOW WITH 1  
HOUR**

- 10 things you should do
- Things to remember at the time of writing cover letter
- Do's & Don't at cover letter
- Interview Process – 3 Stages with Sample Interview**
- Inbox Message & Notification
- Team application
- Free Setup.exe for Team 3.x for windows**
- Payment process & methods
- Getting paid**
- PayPal**

Comparison between odesk.com and elance.com  
& Freelance.com with **PPT Presentation**.  
7 Habits of a Successful Contractor  
Elance Concept  
Tips for elance  
Avoid after getting the work  
Final points

