

A Step-by-Step Guide:
HOW TO FIND
LEGITIMATE JOBS
and
WORK FROM HOME

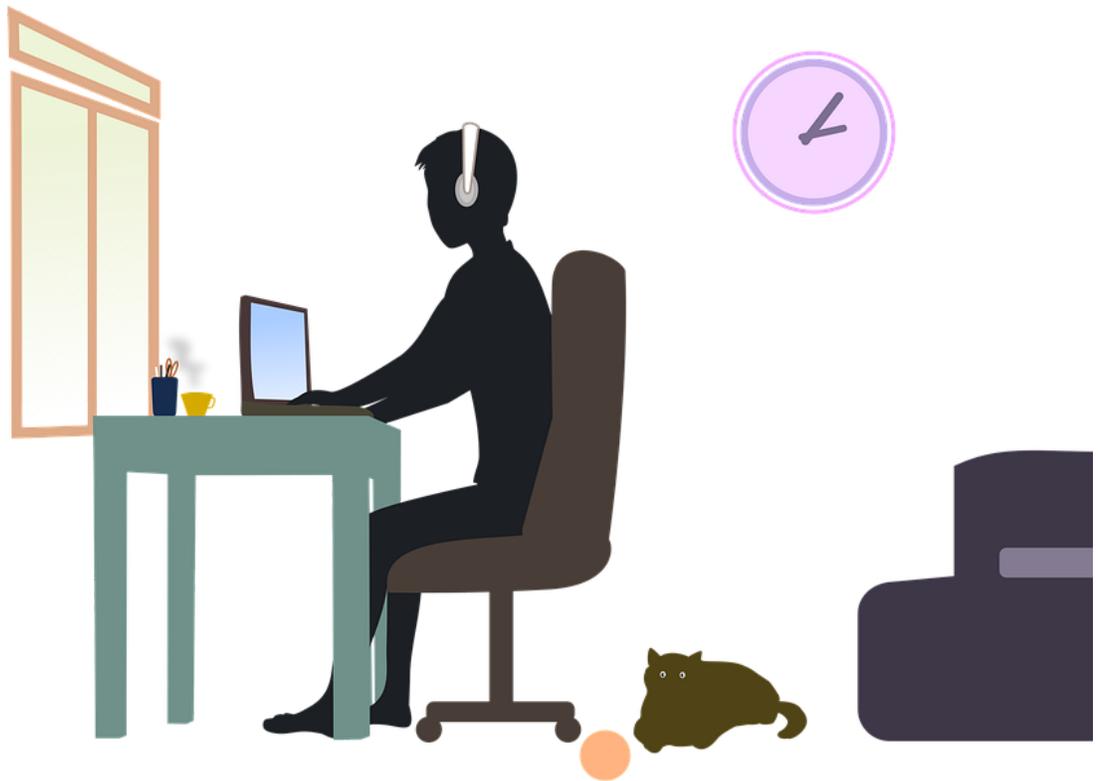


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Chapter 1. Introduction

Work from Home

Keeping in light of the current circumstances of a pandemic outbreak throughout the world, millions of businesses worldwide have been forced to let go of the regular “brick and mortar” work setting to establish a remote workforce to practically keep their businesses successfully running. Many companies like Facebook, Twitter, and Amazon have set up their workers to work remotely, while smaller, local businesses are, unfortunately, either forced to be extremely creative or forced to shut down. Those who were deemed essential were expected to quickly become compliant while setting policies accordingly. Businesses and individuals were almost instantaneously pushed into newer ways of operating in the world.

Working from home is not a foreign concept, and remote jobs have been around for a long time. Many businesses, however, are not set up to be efficient remotely, and neither are most individuals. The transition will prove to be difficult for both businesses and workers, but with the following guide, making the necessary implementations can be made simple and easy. Whether it's working from home or working from an office, work is work, and if the same input is given as it would be in a regular work setting, the results should be the same just as well. Working from home or working from an office should not pose much of a difference, as long as the environment you create for yourself motivates you to operate from your full potential, encouraging you to always give 100% effort.

Work from home jobs do have their benefits but getting started can seem daunting and a bit overwhelming at first. But understanding yourself completely to know which job is right for you, and educating yourself as much as you can to know what to look for in a legitimate, home-based job or business, the process can appear to be almost seamless and surprisingly fun when you have the right tools to use. No one can really ensure your

success at a home-based job or business, only you can. But with the help of this **Step-by-Step Guide: How to Find Legitimate Jobs and Work From Home**, you will hopefully become knowledgeable enough to navigate through the endless stream of information online and to eventually become skillful enough to land that dream job and begin creating in your life more financial independence, the freedom of flexibility, and much-needed stability.

Chapter 2

Knowing The Right Job For You

Before you set out to apply for every remote job listed available, make sure that you give yourself a self-assessment first to find which job is the right job for you. Take several minutes to write out what it is that really interests you. Do you like sales and interacting with customers? Do you like designing websites, fashion, or homes? Have you always wanted to establish an online presence by becoming a social influencer? Are you willing to learn all that you can to become a Virtual Assistant? Or, do you have what it takes to become a mega online retailer like Amazon? The list of what you can do to make money from home is unlimited.

The assessment shouldn't just end there with which field you're interested in. Assess which time of the day would be best for you to work. How many hours in a day are you willing to work? How many days in a week are you willing to work? Do you like answering the phone? Or, do you like typing? Do you just want one money stream? Or, do you want to have one main active income while also creating multiple streams of passive income? Write all of these questions down and answer them honestly. And after you've answered each question as honestly as you can, stick to your assessment answer checklist completely and don't deter from it.

Once you've completed your assessment and have narrowed your choices down to at least three options, do your research about those particular industries. For example, if you've chosen to become a virtual assistant but you also like to research and write, you may want to look into creating a website that you can use to brand and promote yourself as a freelance content writer and researcher. There are a lot of companies out there that are looking for VAs who will research then report on their findings, or write content

that can be used on their website for marketing. There are also websites that offer cash prizes to individuals for researched information, for new innovative ideas, and opinions.

For those who may be looking for more stability in their home-based employment may want to apply online to companies that are hiring customer service reps, chat agents, tutors, data entry clerks such as legal and medical transcriptionists, captioners, social media managers and marketers to name a few. Again, do the research needed about your industry of interest and the company so that you will be prepared and know what to expect before applying.

MYTH DEBUNKED:

Most good-paying, work-from-home jobs require a college degree.

This is not true. There are so many different jobs that can be done online that it's simply amazing. And as you develop in your brand personality and your niche, you will see that your business' success mostly relies on the results of your business and not on whether or not it's run by a college degree holder.

While there are over 900 million work-from-home jobs that require some type of degree, there are 1.4 billion work-from-home jobs that do not require a degree at all.

Because there is so much information on the internet means that there is also a lot of inaccurate information on the internet as well, so we have to really remain vigilant when it comes to discernment, and weeding out the good from the bad.

Chapter 3

What To Look For In A Legitimate Home-Based Job

Research and reviews are the two best places to start when it comes to ensuring that the company you are interested in working for is a legitimate business that is not out to just take your hard-earned money. While some companies do ask for upfront fees for background checks and program training, it doesn't necessarily mean that these companies are not legitimate companies to work for. So, don't immediately bail ship when a company presents you with this initial process for getting started.

There are some companies such as Arise and LiveOps who do ask for the potential hire to pay upfront for a background check (and in some cases a credit check) before allowing anyone to proceed any further with their application. These companies are used as a platform to bridge potential work-from-home candidates to businesses offering remote work. So, once an individual is cleared from their background and/or credit check, he or she is free to move forward to the next step which is being given the option to choose a company to work for and the type of work you will be expected to provide such as roadside assistance, inbound customer service, outbound sales, taking food orders and submitting the information, collections, and many other services, and then being trained in that area. Some companies do ask for training fees. And some companies do refund these fees after the employee has been with the company for a specified amount of time.

There is a plethora of information on just about any work-from-home job on platforms like YouTube and blog sites that can help you to begin your research into these companies. When you've been given a lead that you're interested in, go immediately to

that company's contact page. Call them up. If the company does not have a phone number or never seems to pick up then don't even bother applying.

Here are 5 warning signs that a work-from-home opportunity is a scam:

1. **Emails that are unprofessional.** Many scammers will contact you via email and say that they are contacting you because of your submitted resume. While some job boards do share your information with other job boards, it is possible to receive legitimate offers. Only respond to the job board you submitted your resume to. If you haven't submitted a resume to any job board then chances are it's a scam. Don't even bother opening the email.

2. **Job description/requirements are too vague.** For a job that is legitimate, work requirements are usually a long list of detailed expectations. If you receive a job description that only requires the recipient to be at least 18 years old, a citizen, and have a bank account then most likely this work-from-home opportunity is a scam. Most legitimate businesses will give a list of requirements such as background experience, a degree or certification, or a certain skill set, and qualifications, etc., and for the description, they will explain what you will be doing like the development of programs, writing articles, marketing, and so forth. Often work-from-home jobs will also list the equipment requirements needed to get started which will be covered more thoroughly in a later section.

3. **Companies that have websites less than a year old.** With the ability to set up real professional looking websites in a blink of an eye, it is easier to get caught up in a scam more so now than ever. Here is one way that you can find out if a website has been created and up and running for more than a year. Go to the Domain Dossier at domainwhitepages.com and type in the domain name of the company you are investigating to see the date of when the website was actually created. Not all newly created websites are scams, but knowing a little extra about a business can definitely

help you decide on whether or not you wish to give your time and energy to a newly established company.

4. [Check the BBB for rating and reviews](#). The BBB has been around for a long time and this is, by far, one of the best ways to check to see if any business is legitimate or not, or even if the company's in good standing. A business can be around for many years, but if it has a reputation for unethical actions and poor customer service then you may also want to steer clear of these types of work-from-home opportunities as well.

5. [Check the local Chamber of Commerce](#). Many companies will set up professional looking websites with bogus phone numbers and addresses. To find out if a business is legitimate or not, you can contact the local Chamber of Commerce where that company is located. If there is not a registered account of that company's information then most likely you are dealing with a business scam.

Chapter 4

The Basics Of Working From Home

For some industries, working from home may never become a reality. And while technology has enabled many to create work-from-home opportunities, some people and companies still prefer to work from the old “brick and mortar” setting. However, current events have forced many to work from home whether preferred or not.

Here are 8 basic tips to make working from home easy, functional, and productive.

Make a Schedule:

While most of us may have the flexibility of setting our timetable for working from home, it is better to stick to a schedule we're used to, or our employers recommend. To not increase already existing stress, your schedule does not have to be binding. Rearrange it according to what suits you best, as long as you keep getting a considerable amount of work done.

Set Up a Working Space:

Considering the circumstances, it is not likely that the majority of us already have an existing home office to work from. But, a make-shift space can be made with very little cost. What you'll need is a quiet and peaceful space to work from, a table, a chair, a laptop with a working internet connection, office supplies and you're good to go!

Some companies, however, will require an internet connection by ethernet cord instead of wireless and prefer the use of a desktop computer over a laptop. This is why it is good to do research on the company you're interested in and their requirements beforehand.

Have Reliable Electronics and Internet Connection:

Since you are the connection between their customers and their company, having a reliable phone, computer, and internet connection is essential for your success. Preferring their employees connected by ethernet instead of wireless is one of the ways companies make sure the connection you will be working with is a reliable one. Your workspace should also have an outlet nearby to keep your working equipment charged and working smoothly.

Dress For Work:

Most likely no one will see you while you work, but dressing appropriately will put you in the right frame of mind and will increase your productivity levels. This does not mean dressing up into formal clothing like you would a regular office job, but changing out of your pajamas into a suitable outfit is always a great start to any day. While you don't technically need to do this, the act alone can help demarcate your off time from your work time and make it easy to follow a schedule and stay organized.

Communicate:

While not having to see your boss or co-workers every day sounds like a good idea, not communicating regularly may not be. If you are working remotely, communication with your employer and colleagues is essential. Stay in touch with them via email, instant messaging, or programs that allow you to work simultaneously with your colleagues on shared documents. Stay within reach via phone and emails and check-in with your boss or co-workers if you have confusions any time along the way.

Don't Get Distracted:

Working from home may seem easy, but it can be difficult to keep yourself focused if you're constantly faced with distractions such as the doorbell ringing or your family

talking in the background. Keep your workspace relatively distraction-free. Consider getting noise-cancellation headphones, or use other methods of sound-proofing. If you live with a family or roommates, let them know that you are not to be disturbed while you are working.

Avoid Extra-Curricular Activities in the Time Period:

If there are some household tasks or chores you are required to be tending to while you're at home, schedule them according to your working timetable so that you won't be tempted to use your office hours' to do household tasks. You need to be disciplined and able to manage time efficiently. Avoid taking breaks for cleaning or cooking and schedule time for them later, so they don't pose a distraction while you work from home.

Keep Your Mind Fresh:

Working from home can, over time, become quite a routine. Some ways to keep yourself from falling into the monotony of it all is to keep your mind fresh. Set up your office space with a variety of fresh plants. Plants can add a positive effect to your work area, as well as providing your brain with fresh air. Also, keep yourself well hydrated and have healthy snacks available during your breaks to keep your energy levels up.

These basic essentials are a must to make working from home a productive and positive experience. Choosing the best environment for yourself and optimizing it according to your needs is the secret to having a successful home-based workspace.

Chapter 5

How To Make A Successful Transition

There are lots of reasons why people transition from a conventional job setting to a home-based office, and it's not surprising that people working from home are happier than their counterparts. But even though working from home can be a lot less stifling, a sudden transition from a structured environment to one that is not can have an enormous effect on a person's productivity, and also motivation. Believe it or not, transitioning to a home-based job can be quite difficult. Here we've compiled a few tips to help make the transition from the traditional 9 to 5 to working from home a whole lot easier.

Organize your Data:

The transition alone is not an easy task, so the first step you should want to take is to organize all of your data and files. Because your employer may need a file right away, access to that data will need to be made a whole lot simpler.

Some employers will provide you with their own company dashboard to work from but if not, using cloud-based storage where you can keep everything updated and within reach will prove to be extremely important. Programs such as Google Drive and Dropbox must become your go-to applications for keeping everything in order and easily accessible.

Be Knowledgeable of Other Methods of Communication:

Since you won't be working on-site, there will be less face-to-face interaction unless your employer will have you communicate via WhatsApp, FaceTime, Google Hangouts, Skype, or any other face-to-face communication method. The point is, it is very important to become knowledgeable of how to use other methods of communication to

not only help make the transition more smoothly but to show potential employers that you are tech-ready, or at the very least, can learn fast.

Get Rid of Security Risks:

keeping data secure should be the main priority for any business, and even more so when providing work-from-home opportunities. This can be done by implementing a few essential steps.

Updating passwords regularly should be routine, and the passwords chosen should be well secure. Some companies may provide for their employee's devices encrypted for data and emails? Making use of Virtual Private Network (VPN) for remote network access can also keep most online activity encrypted.

Meet Up With Colleagues Even Outside Of Work:

With everyone working from different locations, it can become easy to forget all about in-person interaction outside of the family. Working remotely for some can be a utopia, while for others the lack of social interaction with colleagues can affect them negatively. Keep the organizational culture alive through meetings such as monthly meetings, holiday parties or any other form of get-together, so you don't forget how your colleagues look. Making use of regular video conferences and meetings over Skype or other programs to go over plans and tasks can also play its part in keeping the company culture living.

Going through the transition may not seem easy initially if you have never worked remotely before. Still, there are lots of examples worldwide of remotely working companies and organizations that have proven themselves to be quite successful. While the thought of transitioning may seem daunting if you follow the basic protocols, you too can make it a success for yourself!

Chapter 6

The Pros Of Working From Home

Things happen in our lives collectively and also individually sometimes that forces us to make some changes. Maybe mommy realized during quarantine how much time she had been missing with her kids, daddy too, and now they both see the need to make some changes with how they make their money. Working from home may not be everyone's forte but for many, it's a step towards attaining more freedom.

Encourages Accountability:

Working from home is not just sitting in a comfortable environment and working according to your own rules. If you're working from home and still working for an employer, most likely you aren't working according to your own rules. At least, you shouldn't be. Working from home encourages accountability. It strengthens your focus, concentration, self-reliance, motivation, and confidence. With no one else keeping you in check, how you manage your time and get work done is totally up to you.

You Have Flexibility:

Even though you may not be working according to your own rules, depending on which job you've chosen, you may still have the flexibility to choose when you'll work and for how long. in each given day. While still maintaining a set schedule, some companies will allow you to schedule for as many as you want and for as little hours as you want. Some will also allow you to schedule your shifts in 30-minute blocks. Working when you're most comfortable ensures that you're more productive.

Comfortable Environment:

One of the pros of working from home is to be able to create your very own comfortable working environment, and you can adjust it any way you'd like. Maybe you work better by quietly playing relaxing music in the background. Or, you find that having scented candles help with your productivity. Or, you realize that combining the two keeps you highly motivated throughout the day, and you still have the energy to do more things when your shift is over. Whatever it is that helps you "get in the zone" you have the freedom to create your work environment any way that pleases you.

Save Money

Working from home can be a major benefit as you no longer have to commute from your home to a physical location! Not commuting in and of itself can help you save tons of money throughout the year by eliminating weekly fill-ups, public transportation expenses, unexpected car repairs, and costly lunches. Your home office expenses can also be written off on your taxes.

More Work Can Be Completed:

While it is a common misconception that working from home is often not as efficient as working from an office, this is not true at all. When you work from home, you can be more productive than the regular office worker. First off, you don't waste time commuting to and from the office every day. You also can set your schedule according to your most productive hours in a day and no longer have to waste company time in the morning trying to get yourself into working mode. You are free from office interruptions and are relatively more stress-free which enables you to put in more work.

Your Loved Ones Get More Of You:

As you will attain more flexibility, you will be able to spend more time with your family by having the freedom to shift things around a bit when needed. No more asking the boss

for permission to attend your kids' school plays or soccer matches. Maybe, the little one can begin spending less time at the daycare and more time with parents. And depending on the type of job you land, maybe you can put in a few hours here and there while vacationing more with the family.

While working from home may have its cons as well, we like to believe; the pros outweigh them severely. Working from home may be a difficult decision to make for many, but surely one you will not regret in the long run! Working from home, whether it becomes your choice or not, can certainly be a most beneficial one.

Chapter 7

Crucial Things To Be Aware Of When It Comes To Working From Home

Whether you have already started working from home or are considering working from home, some prerequisites need to be fulfilled for your home-based job to be successful. Working from home has a lot of benefits, such as no commuting, flexible schedule, and home comfort, but some challenges need to be met. Work-From-Home jobs are no walk in the park, and there are some crucial things to know about it before you consider transitioning from a “brick and mortar” job to a home-based job.

It Should Be Legal:

Whatever you decide to do, work from home for another employer, or work for yourself, you want to be legal. Your city or the area where you live may have restrictions on what type of business can be run from a residential setting. Most often, working for another employer from home won't require any legal structuring, but if you wish to start your own business selling physical or even digital products, getting your business registered as an LLC, sole proprietor, etc., is important.

You Will Need To Be Realistic And Creative:

If you have not yet been hired by a company to work from home, you will need to bring out all of the innovativeness and creativity that you can to get yourself established. Again, don't just apply for any job. Choose a job that you know that you will enjoy in

order to establish the longevity and success needed to build onto your “remote work” resume.

Keep in mind that new hires may not receive the amount of customer service calls or tutoring clients that someone who’s been with the company for years may receive. And if you are promoting yourself as a brand understand that it will take time, strategy, and in some cases money for you to grow the audience you’re seeking. As you grow in your position, knowledge, and experience, your earnings will grow as well. So, to supplement your income to ensure that you are bringing in what you need, you will need to be creative, or tap into your inner-hustler to make working from home a profitable endeavor.

There May Be Technical Difficulties:

Working from home and working from a computer means that you will eventually face technical difficulties at some point. The biggest challenge to any work-from-home job and/or business is a reliable and fast internet service. Apps and other forms of communication can be just as unreliable, so try to always have a backup plan if possible.

Devices such as a mobile hotspot or mobile tethering are two ways you can ensure you can access the internet if your current access has been interrupted. Also, over time, try to invest in a backup computer, tablet, or even a small portable generator in case you come across issues with your main work device, as well as power supply.

You May Need To Be Responsible For Paying Your Own Taxes:

Working from home means that you will probably be taxed differently than before. You can either be an employee working under someone from home where your taxes are taken out before you’re paid, but if you want to meet certain criteria to be able to write

off home office/business expenses then you'll need to file differently. The same applies if you are a freelancer or entrepreneur. Keeping records of your expenditures, knowing your tax write-offs, and keeping up with your payments is where you wish to focus. Consulting a tax professional is advisable, so you will know the exact ins and outs on how to pay your taxes.

The Work/Family Dynamic:

While you're trying to balance working from home and maintaining time with your family under the same roof, setting those much-needed boundaries can become difficult, especially in the beginning. Make sure your family knows when not to interrupt you and make sure you also know when to stop working. Stay consistent with your expectations and don't give in. Laying down the law and following it to the "T" for at least 30 consecutive days, will ensure you have better success at keeping everyone on the same page.

Difficulty In Staying Focused:

Having no one to answer to or checking up on you while you work can be rather refreshing, but having all of that freedom may also cause some to stay focused on tasks. Having to keep a constant check on your self is not as easy as it seems, and with social media right at our fingertips, the dishes, and other general activities to be done around the house, staying focused may pose a bigger challenge than realized.

Chapter 8

How To Get Started At Low Cost

When starting a new job, we can anticipate at times a little cost to accrue. We may need to spend a little more in gas because of having to drive a longer distance, We may need to pay for parking, purchase a uniform, or pay for a certification. This type of investment has always been a part of the employment process. When starting your work-from-home employment or business, we can expect some cost to accrue as well. Doing research and knowing the right equipment to start with beforehand and for which business can help you save a lot of money and a lot of time.

Main Expenses:

There will always be expenses you will have to bear when you're working from home but staying on top of your home business tax writeoffs can help lighten the load when you stay organized and knowledgeable of the tax policy. The topic of taxes may sound boring but saving money shouldn't. So, keeping yourself educated about your business and personal tax responsibilities and benefits will help keep both you and your business healthy and strong. Read [The Definitive List of 35 Home Business Tax Deductions](#).

Rent:

When you're self-employed, designating a certain area of your apartment or house as your exclusive work office is a tax deduction, but since you are technically the business, only a part of your rent/mortgage can be deducted as a home office expense. Keep in mind, only one area of your home can be designated as your home office. Multiple locations do not qualify.

Bonus Depreciation Credit:

Costs accrue quickly when running a business because you will need the right equipment to be a success. To save money during tax season you can use the bonus depreciation [credit](#) for all equipment you purchase and use during the lifetime of your business. When running your own business, you should always keep your receipts to properly keep track and record your business expenditures to correctly calculate business tax credits and write-offs.

Utility Costs:

We never give much thought to the costs of electricity when working for a business outside of your home, but when you work from home, you may notice a spike up in your utility costs. You can claim a portion of your utility bills as a write-off of what's used during the time your business is in operation.

Broadband and Telephone:

Broadband and telephone usage are also forms of [expenses](#) that you can claim as a tax write-off by showing the actual usage of the line. For instance, if you have a second landline that is solely used for your business, this line then can be deducted. You can not deduct a landline if it is only one landline and even if it is used for business.

By keeping an itemized bill of your cell phone service, you can calculate what you use for your business transactions and deduct that usage on your taxes.

Homeowner's/Renter's Insurance:

Once you start your home for business or work-from-home job, you can begin deducting your homeowner's or renter's insurance by claiming a portion of our insurance amount. Again, you can not deduct the full amount of your insurance bill, only a portion of it can be claimed.

These are just a few work-from-home/business tax deductions that you can use to offset the cost that will accumulate during the process of getting your business fully operational. Staying organized by keeping all documents and receipts stored in a professional manner, will keep you and your business on the right track

Chapter 9

10 Work-From-Home Ideas, Jobs, and Businesses You Can Start Today

Working from home is no new concept, and as our use in technology increases so will our options in generating an income. There are a variety of businesses that can be started from home and if worked toward with the proper amount of perseverance and discipline, your business can become quite successful. Listed below are 10 work-from-home ideas, jobs, and businesses you can immediately get started working on today.

1. Start A Dropshipping Company

If you're looking to set up an online business from home, this may be a good option for you. This is a very simple model to follow and only requires you to become a member of a dropshipping company of your choice, have a website and domain name, and open your very own online store. Some dropshipping companies require a membership fee, and others do not. So do your research, figure out what type of products you want to sell, learn all you can on how to market your business, start making money, and have fun.

2. Sell Products As An Affiliate Marketer:

Affiliate marketing can become a lucrative business, but making money online doesn't happen overnight. Any business whether it's a physical store or an online store takes at the very least a well thought out plan, discipline, education, and the desire to succeed.

Like dropshipping, you choose the type of products you wish to sell but what makes affiliate marketing a different beast is a number of things, so I'll just name a few.

- Affiliate marketing is mostly digital products.
- You will need to manage multiple affiliate programs instead of working with maybe just one or two dropshipping companies.
- As an affiliate, you make money by commission whereas a drop shipper will possibly buy at wholesale then set prices to make a profit.

you have a specific hobby or things you make yourself, such as homemade hygiene products or food items, you can consider turning that hobby into a business. Since you'll be the creator and seller of these items, you can manage every aspect of it. You can choose to sell these via Etsy or your private website and will prove to be a good way for you to involve passion with work.

3. Start A Unique Blog:

Starting a blog may seem like it won't be worth much in the beginning; but with a well thought out theme, and the right education, your blog can become a well-paying home business. Your blog can be on any topic that interests you, and there are multiple ways to earn with it such as advertising, offer a paid membership, sell your homemade or drop shipping products, getting sponsors, or have others write sponsored posts for you.

4. Selling White Label Products:

Starting a business by selling white label products is similar to starting a dropshipping business. If you are creative in design, all you need are white label products and you can sell just about anything from books, t-shirts, mugs, cushions, posters, and so much more. The idea is to create your design or brand to sell, market your product, choose a print-on-demand company to print your design and/or logo on the item sold, and make money. Here's a link to [Selling Your Own Custom Products](#)

5. Become a Virtual Assistant:

Today, more people are establishing their business simply as a Virtual Assistant. A Virtual Assistant (VA) is someone who handles small tasks for another company such as entering data, write and/or send marketing emails, manage social media platforms, scheduling business contacts, and so forth. The more skills that you can bring to the table the more money you can make. Most VA's charge by the hour and can earn a considerable amount of money working from home. Here's an article on [How To Become A Virtual Assistant](#) and [A Virtual Assistant Training and Certification List For Beginners](#).

6. Customer Service Rep:

There are so many companies hiring now for work-from-home customer service reps, and many of them will train you to begin, some at a cost, and others completely for free. There are also many different types of customer service reps that you can work from home such as a collections agent, roadside assistance agent, product service, and returns agent, live chat agent, scheduler, food order agent, and the list goes on and on. Here's a shortlist of companies that hire work-from-home customer service agents: [LiveOps](#), [NexRep](#), [Arise](#), [GlassDoor Remote Jobs](#), [ZipRecruiter Work From Home Jobs](#), [Career Builder Work From Home Jobs](#)

7. Teaching & Tutoring Online:

To learn is to grow, and online education enrollment has grown rapidly and steadily for the past 5 years. The easy access and affordability of taking accredited online courses and classes are high in demand which means that the need for teachers and tutors is also high in demand. Online education now provides a vast range of

subjects to choose from and to teach. Some websites that provide a platform for teachers or tutors to work from require the teacher and tutor to have at least a bachelor's degree. Some sites will allow non-degree teachers and tutors to teach but only adults who wish to learn English. And these sites highly encourage at least having a TESOL Certification because many of the students do prefer their teacher to be certified in that area.

Among those options is also the sites that provide platforms for teachers to create courses, lessons, and the ability to launch their very own school without any degree at all. And a lot of these sites offer their platforms completely for free.

8. Data Entry:

Just like customer service work-from-home jobs, data entry is trendy in that you can find many companies online that will hire, and even train entry-level data entry, clerks. These jobs can also be found on ZipRecruiter, Indeed, CareerBuilder, and many other job posting platforms.

Data Entry jobs also consist of Captioning and Transcribing. Of course, the more training you have in an area like medical coding, medical transcription, and legal transcription, the more money you can potentially make.

9. Virtual Success Coach:

This field of work is where you can get hired as a coach to work remotely with any company whether it's in health, education, or even on executive projects. As a remote coach, you will be responsible for contacting their clients via mobile app, live-chat, email, etc to send encouragement to clients who need it to stay on track

with their health, education, or other set goals. Most of these jobs will require a BA in the field, or at the least, a certification in the field.

10. Freelance Writing:

Content writing as a profession has met with a rise in recent years as the demand for businesses' online presence has grown. And since content marketing makes up for most businesses' marketing strategy, we can expect freelance content writing to be around for a long time. Because of this, freelance writers can look to earn a hefty amount over a time period.

More Work-From-Home Job and Business Ideas

1. Video Editing
2. Copywriting
3. YouTube Channel Producer
4. Own a [TurnKey Business](#)
5. Website/Graphic Design
6. Social Media Manager
7. Create Fiverr and Upwork Accounts and Freelance
8. Self-Publishing Using Platforms (CreateSpace, Barnes and Nobel Press, Kindle, Etc.)
9. Selling products on Ebay, Amazon, PoshMark, etc.
10. Become a Voiceover Actor

Chapter 10

Simple And Effective Work From Home Contracts

To be legally protected in the event something out of your control happens, or you are refused payment of your services, a legal contract is needed to be signed between yourself and the other party. This can be carried out as easily as grabbing a free contract [template](#) online, drafting it up then sending it through to the other party via email.

If your project is simple, you may not need a contract at all, but if you do, keep the jargon simple, covering your very important contract clauses. For a more complex project, seeking legal advice before proceeding is recommended. [How to create freelance contracts.](#)

Chapter 11

Work From Home Investment Options

Having a retirement plan set up is essential for everyone. There are many investment options that are designed specifically for those working from or running small businesses from home to minimize the tax burden and to build a little security all at the same time.

- **Traditional or Roth IRA**

Traditional or Roth IRA is considered to be a good start for those looking to invest. Anyone having some form of earnings or income can contribute to this [IRA](#). However, you can only contribute \$6,000 per year or \$1,000 more if you're 50 or older. Roth IRAs have a limit, though, so if you earn too much money per year, you cannot contribute. As for taxes, with a Roth IRA, taxes are taken out upon early withdrawal. As with a traditional IRA, it's more advantageous tax-wise for individuals who are looking to invest for long-term growth.

- **SEP IRA**

SEP stands for 'Simplified Employee Pension,' and this kind of IRA is popular among small business owners. Once your business starts doing well, this IRA helps lower your tax accountability. The money put in isn't taxed until you withdraw it, and thus, it lets you reduce your income for taxes. As much as 25% of your net earnings can be put into SEP IRA every year. The benefit of having a SEP IRA is that you can fund this IRA after you have paid your taxes, so if you have earned more that year, you can contribute more as well.

- **Individual or Solo 401(k)**

If you are independent, this is a good option for advanced contributions. Individual or Solo 401(k) comes with two options as well, as the employer or as the employee. As the employee, you may contribute as much as 100% of the income you have earned, with the maximum set at \$19,500 per year.

If you're an employee of age 50 or above, the maximum is \$25,000 per year. As an employer, it is similar to as much as you contribute to a SIMPLE IRA. You cannot contribute more than your income as a self-employed worker, but you can give an extra percentage of your net income, with the maximum at \$57,000 if you're under 50 and \$63,500 if you're above 50. The individual or Solo 401(k) can be used as a Roth version as well, which means you can put in money after paying your taxes, so tax does not apply to the money you withdraw later as well.

- **Brokerage Account:**

A Brokerage Account makes use of a brokerage firm where an investor deposits money with a licensed firm that places trades on behalf of the investor. Even though the firm puts in the work, the revenue belongs to the investor. The investor can claim any funds brought in by the account but will have to pay taxes on the income. There are no restrictions on investments in a brokerage account, so it is a good choice to put investments in without any limitations or penalties. A brokerage account can give you access to a wide variety of different investment options such as stocks, bonds, and mutual funds. The money may be deposited through a check or transferring money from your savings account. Once the money has been deposited, the money can be used to buy different types of investment securities. Since your brokerage firm is carrying out the buying and selling, you will be required to pay a certain amount of commission to them.

Investing decisions should not be taken lightly, as even a small mistake can prove to be quite costly in the long run. It is recommended to hire or consult a financial advisor before any such investment decisions are made. Due to the complexities of most of the rules, opening accounts and avoiding penalties will be made easier with the help of a consultant. Invest wisely so you can have a smooth time working from home and don't have to worry about the present and the future!

Chapter 12

Capital Needed For Your Home Business

Whether it is a small business or a large one, the amount of capital required for any home business will vary. How much money is needed to start a home business does not have a simple answer? The average amount may be as low as a \$1000 to as high as millions depending on the investments, the market you're trying to reach, and the type of business you want to start.

The more competition you face and the more the demand for your services is what sets the tone for the capital required to run your home business.

How to know how much Capital is required for your Home Business:

If you're beginning, being able to calculate the amount of capital needed will not be an easy task. If you're new at this, taking some time, in the beginning, to do some research will set you off on the right foot. Only a few businesses can excel without research or prior experience; thus, consulting someone with experience beforehand is advisable before you set off trying to start your home business.

Research:

- Contact people in the same line of work as you intend to be to know what the starting costs and running costs would be of a similar business.
- Use a cost calculator designed specifically for startups to know what initial amount of money you will be requiring.
- Get in touch with retired business people who have worked in the same industry as you and can give you knowledge about it.
- Contact the suppliers you want to pursue to give you insight on retail prices.

- Hire a business or accounting expert to help you before you start your business.

Estimate:

An estimated average amount of money cannot be given clearly for any business idea because each business has its own needs that cannot be generalized. The above options may, however, be able to provide you with a rough idea before you get started so you have an estimate to work with.

Coming up with a forecasting plan will be beneficial as it will help you figure out the costs you will need to meet in your business and the income you will be getting from the profits.

Calculate:

To be able to fully understand how much money you will exactly be required to start your business, you will need to take into account: Capital expenditures, Expenses, and Assets.

- Capital Expenditure:

It is the first purchase needed to be made to open your business. This is a one-time thing, and you don't have to pay tax for this usually. These are the essentials needed without which your business won't be able to operate, such as equipment, machinery, furniture, and other such purchases.

- Expenses:

These are regular expenses you will need to be making to keep your business running. These are continuous expenses, and tax applies to them, such as salaries, rent, marketing, utility costs, and money for advertisement.

- **Assets:**

These are all the monetary resources that already belong to you, such as your savings, equipment, or furniture you may already own, or a house from where you want to work.

Where to Get the Money for a Home Business:

It is no mystery that you will need capital to start your business as stated earlier, but where to acquire the money from is a question all beginners looking to start a home business ask. People usually start home businesses to earn, which means they may not have a lot of money saved already to assist it. However, there are ways to get the capital you need for your home business:

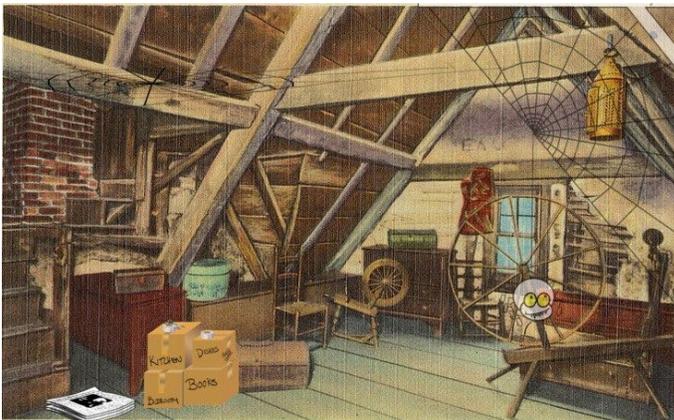
- Personal Savings if you have any
- Money from friends and family if they're willing to help
- Grants
- A loan from a bank
- Development or Corporate Programs
- Crowdfunding Websites
- Credit Cards

How much Profit you'll Be Making:

Lastly, when it comes to calculating capital you need to start a home business, you must also know the reasonable amount of profits you will be made to understand how much of it will be paid back to you. You must know how much your target market will be

willing to pay to you depending on the product or service you're selling and whether you will be able to make a sufficient amount of profit from that. It is advisable to consider those home business ideas that can produce a considerable amount of profit, so your minimum income requirements per month are being met. It also takes some time for most businesses to start earning a profit, so patience is key.

Starting small is a good idea for a most home-based business, but it does not mean that you cannot dream big. For help along the way, consult business experts to make this process easier for you so you can start a home business that will be successful in the future.



Get started and get motivated with this fun and engaging, self-paced eCourse, **How To Recognize Your Receptive Blockages, and Create Your Life With Confidence!** [View](#)