



Expert Web & Marketing Strategy,
NO GOBBLEDYGOOK.

What every would-be Digital Nomad needs to know

- A practical guide to adapting your business to work remotely
- 8 MUST-KNOW tips to help you work remotely
- Access to other free content



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Hello!

We're Glerin Business Resources. If you're an expert in your field and would like to be able to work from anywhere, we can help you adapt your business to allow you to **work remotely and become a Digital Nomad.**



What's a Digital Nomad?

To make sure we're on the same page, a Digital Nomad is someone who **isn't tied to one place for work** because they **use technology to be able to work remotely from anywhere**. This lets them live an independent lifestyle. "Nomad" can mean different things to different people. You may want to work in other countries, and someone else may just want to work in different towns.



Why be a Digital Nomad?

Freedom

Stop conforming to the life other people think you're supposed to live. Create your own!

Travel

If you like to travel, you can pick up and go when the urge hits, and stay as long as you want.

Adaptability

Life changes. To be able to adapt your lifestyle to meet new demands is priceless.



You shouldn't work like this if you're...

Running Away

Everywhere you go, your problems go along with you. You can't run away from yourself or your insecurities.

Not Self-Motivated

Working for yourself is hard, and nobody will do it for you. Slugs or procrastinators aren't a good fit.

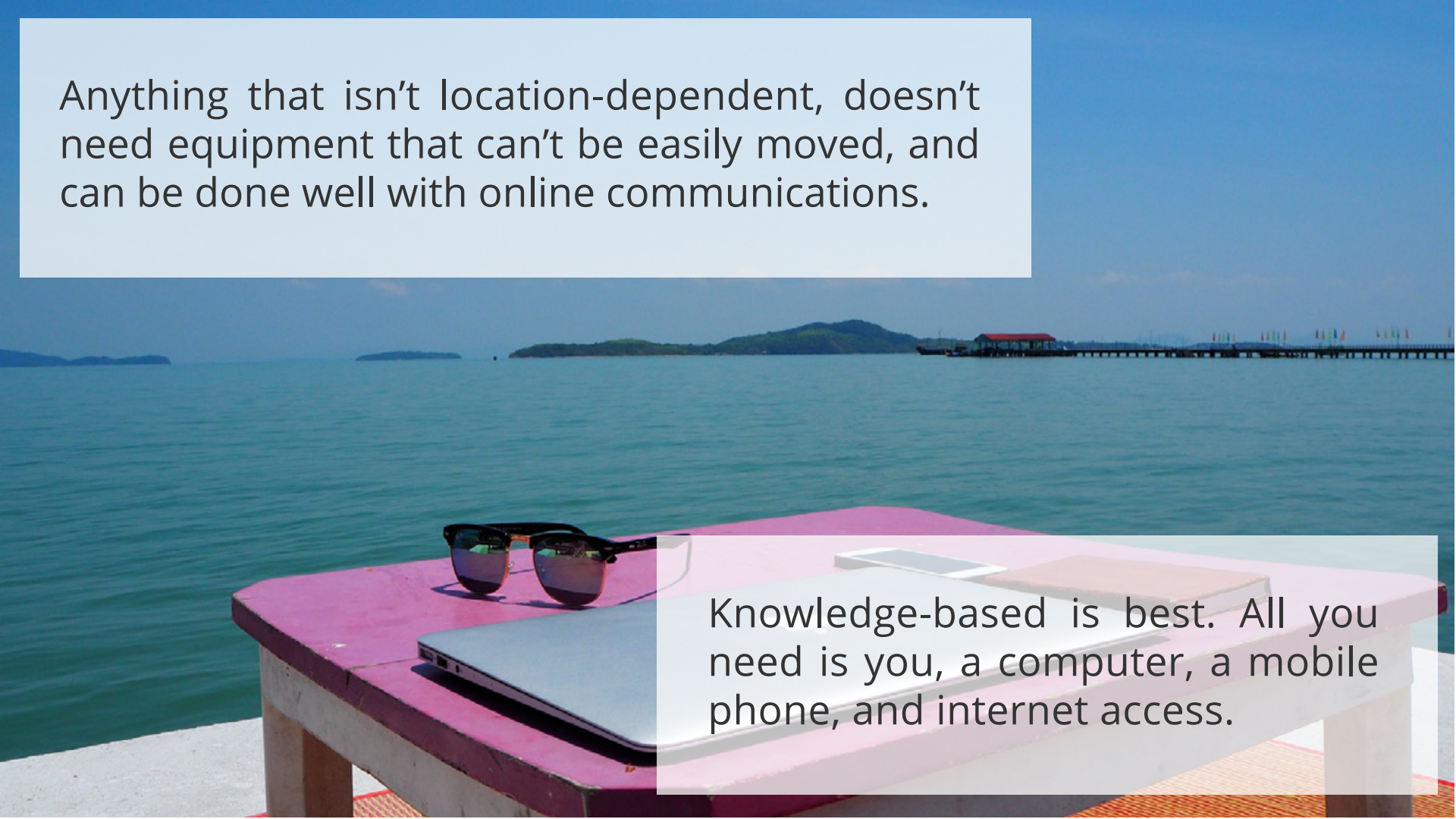
Not Adaptable

The nature of working as a nomad means you must embrace change. If you need things to be consistent, beware.



**What types of work
are best suited for
working remotely?**

Anything that isn't location-dependent, doesn't need equipment that can't be easily moved, and can be done well with online communications.



Knowledge-based is best. All you need is you, a computer, a mobile phone, and internet access.



What are some tips that will help me?



Pay attention to time zone differences.

While it won't matter where you're working from, you'll still need to **consider the time zone that your clients are in**. Meeting times will need to be coordinated, and **a deadline to one person may be a day earlier or later for the other**. It's easy to miss something!

2 Work when you're most productive.

For possibly the first time ever, you can actually work at the time that best suits you and your body clock. **Stop worrying about 9-5 and figure out what's best for you.** Some people (especially creatives) end up working what others would consider 3rd shift. You may even want to break it up into chunks. **It doesn't matter what time you work unless you have a meeting!**

3 Always be sure to communicate clearly.

Communicating mostly through email and telephone means that you need to **be extra clear about what you mean**, and always **make sure you understand what your client is saying**. It's easy to read things into what someone says, so **if you have any doubt at all make sure to clarify**. Also, it's a good idea to **keep all of your notes and communications** in case questions arise later.

4 Host your website on a creation platform.

Hosting on a platform like Squarespace rather than your own hosting space using a content management system (CMS) like Wordpress means you'll **avoid having to maintain the CMS software** (install software updates and security patches) or use special software to upload files. This **will save you lots of time and worry**. The hosting system won't be your problem and **you can concentrate on just updating your content**.

5 Learn to adapt from your bad experiences.

When you're starting to work in a new way, **it's inevitable that some things will go wrong**. Even if you're not traveling to exotic places, there will be things you need to get used to because you're not working in the same workspace all the time. **It's important that you look at setbacks as learning experiences rather than failures**. Don't be too hard on yourself!

6 Continue to file state and federal taxes.

Regardless of where you travel to and work from, **you must always pay federal taxes as well as taxes to your state of residence.** Don't think you can stick your head in the ground and ignore them. It might take a few years, but both the federal and state government will eventually catch up with you and you'll have to pay penalties and interest.

7 Learn the laws of other countries & states.

Since regulations differ in every country and state, **make sure you're not breaking the law when you work where you travel**. A traveler who's casually working for themselves will usually be OK, but the **onus is on you to make sure**. Also, **be aware of the limits on how long you can spend** in a state without being considered a resident or in a country before your visa expires.

8 Use cloud apps to access data from anywhere.

Cloud apps are hosted on the internet rather than being installed on your own computer so **you can access them from any device**. You can find apps for accounting, appointment booking, video conferencing, design, file management and more. This gives you the freedom to pick up and go whenever and wherever you want – whether on a vacation or moving to a new city or country. Nobody cares where you are **as long as you've got internet access!**



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We hope you found
our free guide useful.

- Schedule a free 15-minute phone consult with me at <https://www.lisakippsbrown.com/>
- Get more free content at <http://www.glerin.com/free-resources-tools>

Thanks for reading!

- **Lisa Kipps-Brown, President & CEO, Glerin**

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