



DIGITAL NOMAD *Lifestyle*

CHECKLIST

Transitioning to online work

Speak with your boss

- ◆ You might find you can do your current job online with no problem
- ◆ If not, ask if there is another job in the organization you can do
- ◆ Note that it's fine to work part-time!
- ◆ You'll be surprised how happy they are to help – don't be shy!

Look for similar jobs

- ◆ You don't need to be an internet entrepreneur...
- ◆ Try looking for other work
 - Many jobs advertise that they allow working from home
 - Ask in interviews whether it is possible
 - Look for jobs that are likely to allow this – like working on web design or writing

Start your own business!

- ◆ It doesn't have to be complicated

- In fact, often simple is better
- Try not to be overly ambitious – use an existing business model

◆ There are lots of different options available to you.

- Work as a freelance writer
- Work as a journalist for a specific website
- Handle web design
- Do SEO
- Do digital marketing
- Consultation work
- Editing/proof reading
- Translation
- Data entry
- Gigs on Fiverr
- Run a blog
- Run a vlog
- Find sponsors through social media
- Sell photos
- Sell music
- Sell an affiliate product
- Sell a digital product
- Sell a product through a dropshipping company

◆ You don't have to quit your job and then 'hope it works'

- Instead, work on your business in the evenings and weekends
 - Only quit when you're making enough money to support yourself
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- ◆ Your aim is just that – support yourself, not make a mint
 - ◆ You can work a 'part time salary' just as easily

Earn extra income

- Earn extra income by leasing your property to others while you travel
 - ◆ Use a property management company
 - ◆ Or AirBnB

- Take out a loan!
 - ◆ PayPal loans are particularly good for this
 - ◆ As are credit card loans

- Create a side business to your main one to generate some passive income!

Learn to work on the move

- Make sure you have the right equipment
 - ♦ A good laptop that is light and has great battery
 - ♦ A charging brick
 - ♦ A phone that has good computing power
 - ♦ A good camera
 - ♦ A Bluetooth keyboard
 - ♦ Some form of WiFi dongle
- Research coffee shops and cafes before you visit an area
- For free WiFi, try:
 - ♦ Coffee shop chains
 - ♦ Restaurants
 - ♦ Fast food
 - ♦ Train stations
 - ♦ Busses/Bus stops
 - ♦ Libraries
- Find a work schedule that works for you
 - ♦ Use World Clock Buddy
- Use tools like Asana and Slack to stay in touch with clients and business partners

- Use Google Doc to create collaborative documents and store them on the cloud

Pack for travel

- Invest in a good bag with plenty of pockets
- Get a microfiber towel which is light and dries quickly
- Look for self-ironing shirts like Mizzen and Mane
- Get a Kindle for light reading material – you'll never get bored!
- Roll clothes into thin tubes
- Remember: anything you don't have, you can probably buy out there!

Get your documents in order

- Print copies of hotel reservations etc.
- Keep extra copies on the cloud and use apps that store this information for you
- Make sure your passport is up to date
 - ♦ This means it should have more than six months on top of the date that you wish to return home
- Make copies of your passport in case it gets lost
- Bring another form of ID
- Make sure you have any visas you need
 - ♦ Apply early

Stay safe!

- ◆ Always tell someone where you are at any given point
- ◆ Bring spare cash and hide it
- ◆ Make sure that you don't flash your cash or your gadgets in rough areas
- ◆ Make friends with people
- ◆ Don't get into unmarked cabs
- ◆ Make sure you are wearing the appropriate clothes for any adventuring
- ◆ Have a great time!
- ◆ Don't book everything – be open to experimentation and impulse
- ◆ Speak to people and make friends!
- ◆ Try not to worry about money – this is a once-in-a-lifetime experience
- ◆ When you do work, look for atmospheric spots to be
- ◆ Research the top things to see for any area you visit