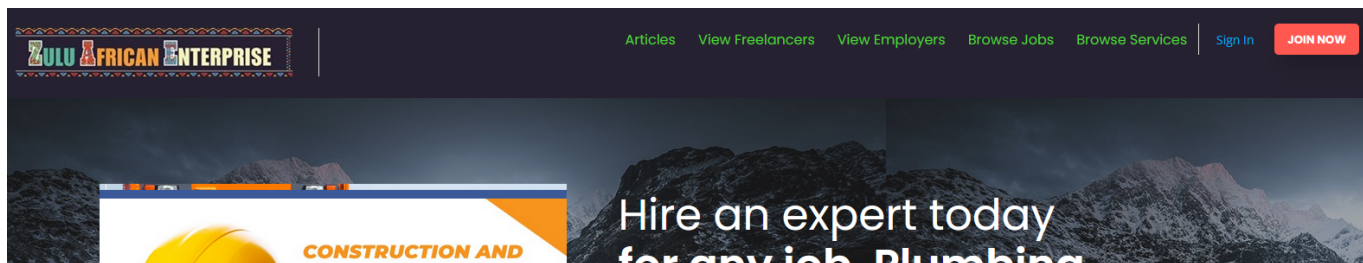


1. Service Provider registration and profile

•**Step 1:** From the home screen click on **Join Now**.



•**Step 2:** Fill in your name and email address, then click Start now.

Join For a Good Start

Join for good reasons and benefit yourself!

01 — 02 — 03 — 04

First Name

Last Name

Email

START NOW

[Already Have an Account? Login Now](#)

•**Step 3:** Ensure that freelancer is selected (not employer), fill in your location, choose a new password, ensure that agree to terms and conditions is checked, click continue.

Professional Info

✓ — 02 — 03 — 04

SELECT LOCATIONS

Password

Retry Password

Start As

Employer (Signup As Company/service Seeker & Post Jobs.)

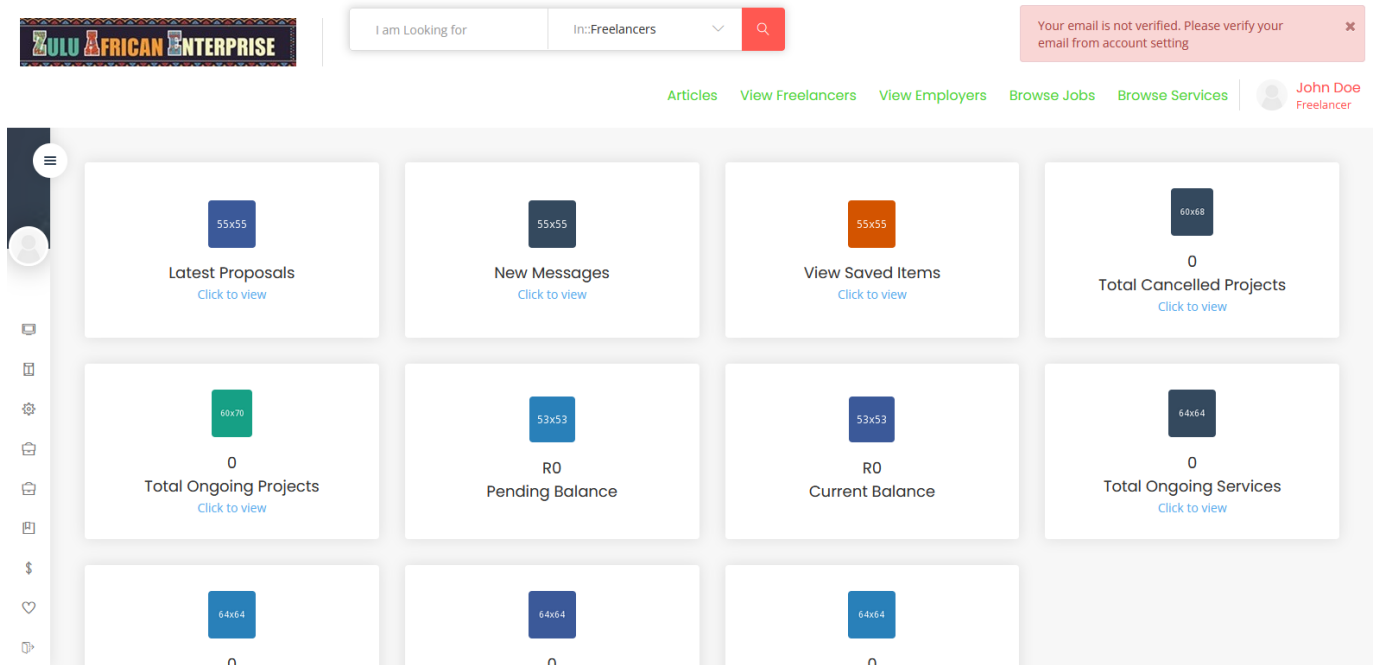
Freelancer (Signup As Freelancer & Get Hired)

Agree Our Terms And Conditions.

PREVIOUS **CONTINUE**

[Already Have an Account? Login Now](#)

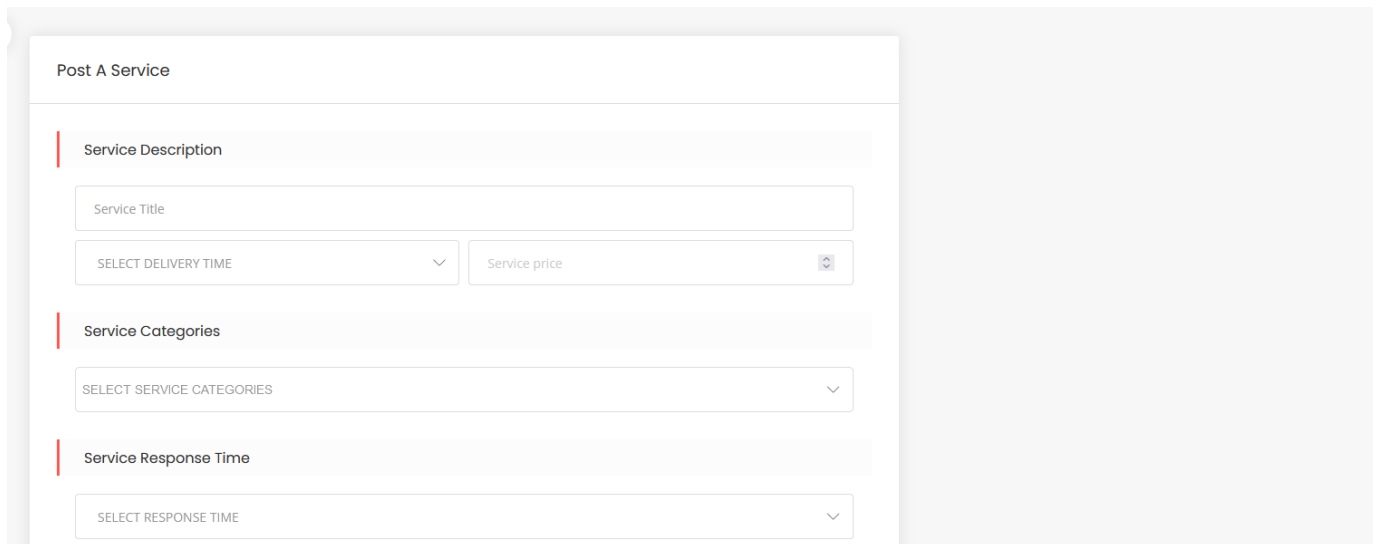
•**Step 4:** You will automatically be re-directed to your freelancer profile, your account will have to be approved (admin) before you can post a service or send a proposal.



- Latest Proposals:** Any messages you receive from freelancers will be shown here.
- New Messages:** Any proposals by freelancers for jobs you posted will be shown here.
- View Saved Items:** Shows any jobs you save to view at a later stage.
- Total Canceled Jobs:** Jobs that you proposed on and employers have canceled will be shown here.
- Total Ongoing Jobs:** Your current accepted proposals will be shown here.
- Total Completed Jobs:** Jobs that you have been paid for will be shown here.
- Total Ongoing Services:** Your currently active services will be shown here.

2. Posting a Service

•**Step1:** From your profile page click on **Post a Service**. Fill in your service details. This service will be available for employers to view and request.



Post A Service

Service Description

Service Title

SELECT DELIVERY TIME

Service price

Service Categories

SELECT SERVICE CATEGORIES

Service Response Time

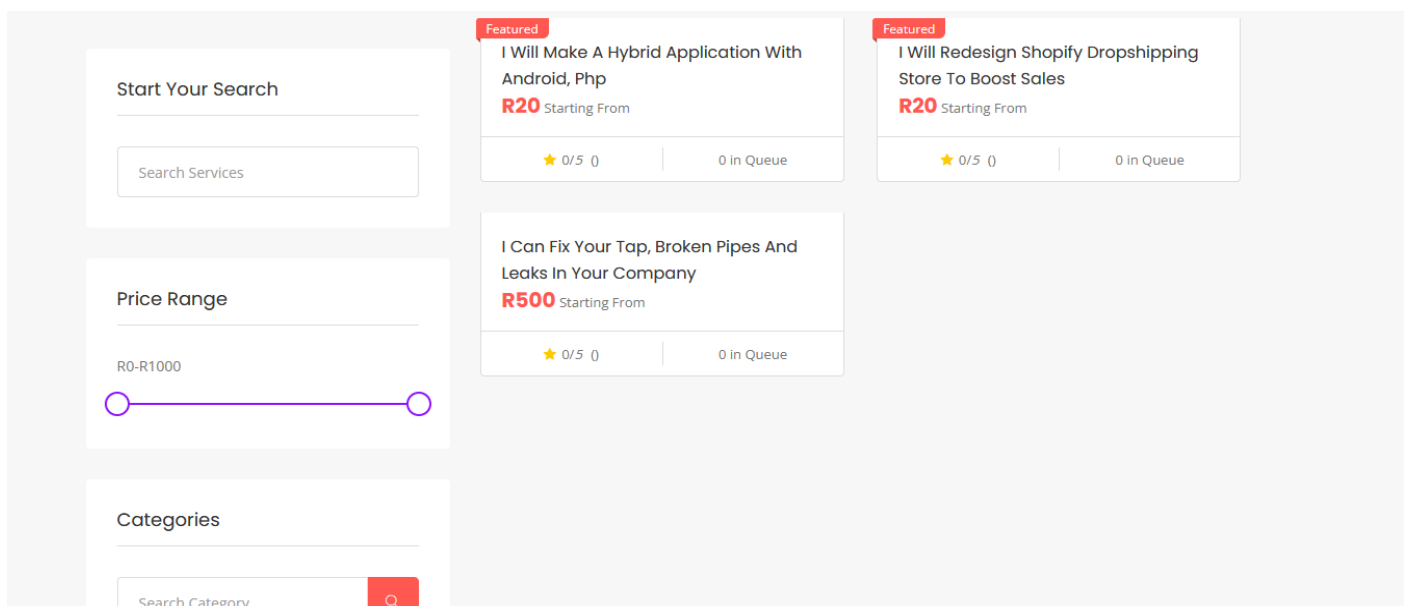
SELECT RESPONSE TIME

•**Service Delivery Time** refers to how much time you will generally require to complete a service like this for a customer, subject to change.

•The **Service Price** option will display as "Starting From" on the front end, so put in the minimum charge for this service, subject to change.

•Should your service require additional info in the form of attachments, you can make these attachment available to a potential employer by selecting files.

•**Step 2:** Click Post Service. Your service will now be visible under the **Browse Services** tab, for employers to send requests for your service.



Start Your Search

Search Services

Price Range

R0-R1000

Categories

Search Category

Featured

I Will Make A Hybrid Application With Android, Php

R20 Starting From

★ 0/5 0 | 0 in Queue

Featured

I Will Redesign Shopify Dropshipping Store To Boost Sales

R20 Starting From

★ 0/5 0 | 0 in Queue

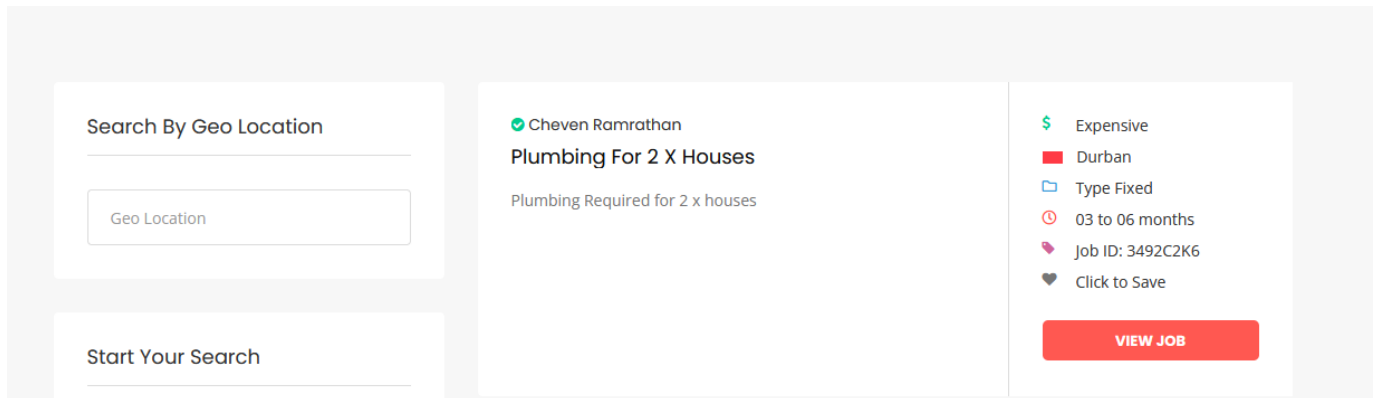
I Can Fix Your Tap, Broken Pipes And Leaks In Your Company

R500 Starting From

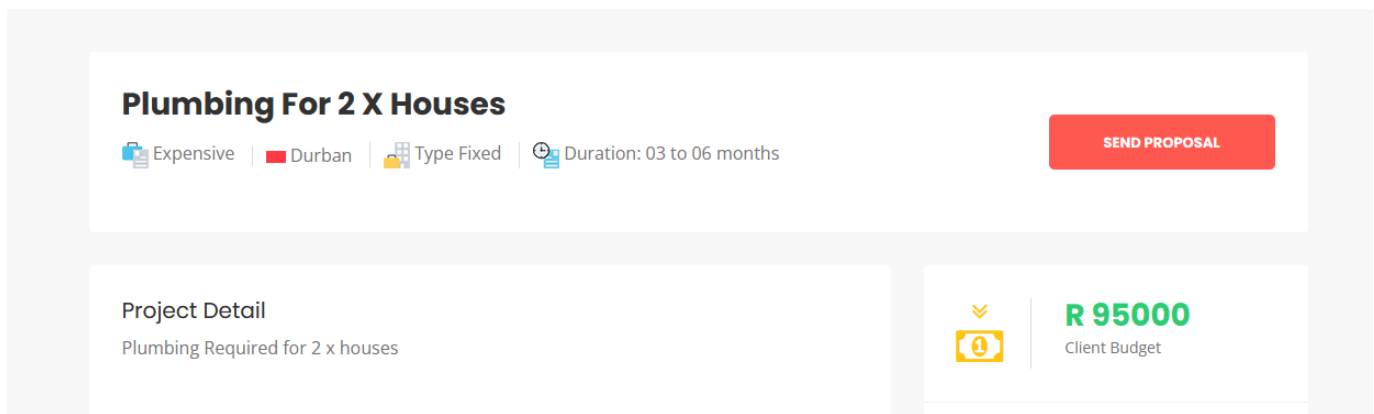
★ 0/5 0 | 0 in Queue

3. Sending Proposals

•**Step1:** Click on the **Browse Jobs** tab. Click on View Job.



•**Step2:** Click on **Send Proposal**



•**Step 3:** Fill in the details for your proposal and click Send. Your proposal will be reviewed by the employer, you can see the status of your proposal in the Proposals tab of your profile.

