

# The Get Started Guide for Freelance Writers

by [Annie Mueller](#)

"The reason most people never reach their goals is that they don't define them, or ever seriously consider them as believable or achievable. Winners can tell you where they are going, what they plan to do along the way, and who will be sharing the adventure with them." **Denis Watley**

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# How to Build a Successful Freelance Foundation

The first step in becoming a successful freelance writer is building a good foundation. Once you get some essentials in place, you will be able to move forward in your writing career. Here are the 10 steps you need to take:

**1. Put together your resume on the computer in a format that is easy to print or copy and paste into email.**

Double check your dates, spelling, etc. Put in a nice summary at the top and be sure to include your contact information. Save it on a cd and file that along with a printed copy.

**2. Put together samples of your work on the computer in a format that is easy to print or copy and paste into email.**

If you have published clips, print a few hard copies (and save them on a cd with your resume) and file with your resume.

**3. Choose your niche/specialization.**

I know not every writer feels the need to specialize; isn't being a great writer enough? And the short answer is, yes, it is. Good writers can research anything and write about anything. But as you begin your freelance writing, the question you will encounter everywhere is this: "What are you qualified to write about?" It's not enough to simply be a good writer until you are established. So choose an area you love and know something about, and use it to establish yourself. Then you can break that mold into a million pieces.

**4. Establish yourself as an expert in your area of specialization.**

Write articles and posts about your topic. Read books, magazines, newspapers, trade journals, and anything else you can get that pertains to your topic. Talk to people. Get your finger on the pulse of what is happening in this area. Act like a professional in this field, and you will begin to think and talk, and write, and market yourself, like one.

**5. Set up a website.**

If you have no money to invest, a simple blog or free hosting service will provide a simple space for your biography, pictures, and links. Include your resume and samples of your work on your website. Keep the lay out simple and

streamlined. Avoid cutesy pictures, patterns, and distractions. It's fine to have color and to reflect yourself, just remember that you are reflecting your professional self. If you have a little money, purchase a domain name (something like [www.yourname.com](#) is usually best) and hosting. This is not expensive. My current web hosting costs around \$15 for 2 years of the domain name and \$5 a month for hosting.

#### **6. Set up a dedicated email address.**

Make it professional as well, as in [firstname.lastname@emailclient.com](#), or [initial.lastname@emailclient.com](#), or [lastname.writingservice@emailclient.com](#). You can still use your preferred free email client, gmail or hotmail or yahoo or whatever makes you happy. In whichever email client you use, go to the Settings and use the Signature feature. As always, make it professional. Mine is my name, physical address, phone number, email, website, and blog address.

#### **7. Set your financial goals.**

How much do you want to make per month, per week, per day? What does that mean you need to make per hour? Keep in mind that if you make enough money, the government will want some of it. On every payment I receive for freelance writing, I take 50% as my actual "salary." The other 50% doesn't belong to me: 10% I tithe, and 40% I save for taxes. If I don't need the full 40% at tax time (which I hope I won't), I will have a nice stash to invest in marketing or supplies... a nice laptop, maybe.

#### **8. Set your schedule and compare with your financial goals.**

If you want to make \$500 a week but you only have 4 hours a week to put towards your writing, you have trouble. I'm sure it's possible to make \$500 in 4 hours, but in the beginning... not so much. Your financial goals and your schedule should give you a number that is your per hour goal: you must make X dollars per hour in order to reach your financial goals in the amount of time you have scheduled.

#### **9. Set your standards for what you will accept as payment and what type of content you will produce.**

What is your minimum pay rate? Consider the amount of money you need to make per hour, as you determined in Step #8. Will you do those "\$5 for 500 words" jobs? Can you afford to? What about content? Are you willing to write anything? Do you care if your articles go on spam sites? Do you have standards about topics? Decide, and stick to your decision.

#### **10. Finally, what you've been wanting: find your jobs.**

Please visit [Writers Unbound](#) for more articles, resources, and information for freelance writers.

Be careful here, especially with all the online "opportunities" that present themselves as the best and only guaranteed-income source. The internet has opened an entire new job market for freelance writers, but as with any profitable system, there are scams and frauds a-plenty. Beware job postings that don't give you a pay rate, that want you to rewrite articles, or that don't provide job details. Do a search on the company name. Check out what the websites look like. If you are satisfied that the business is legitimate, go for it.

**Keep reading to learn how to make submitting, applying, and querying a much easier process.**

# How to Make Applying Easy

Applying for new jobs is very important for freelance writers. It's our lifeline, our income, the food on the table. No new jobs, no steady jobs = no money. No money = sad (and hungry) freelance writer.

The time taken in applying for new jobs can keep us from the work we already have waiting. Which one is more important? Money now, or money later? Obviously we don't want to lose the clients we already have, so we need to meet those deadlines with productions of excellent quality. Keep 'em begging for more. In the meantime, though, we don't want to miss the opportunities out there. The answer is to do both: get your work done for your current clients and be sure to search the job boards and put in the applications, submit the queries, send in the manuscripts. It's all about streamlining.

## **1. Take half an hour and update your resume (if needed), then save it in three different places:**

first, as a document on your computer, saved in a format that anyone can open. A pdf file is usually acceptable, or a rich text format. Save it on your computer in a couple of formats, if you'd like. Second, as a publicly accessible document on your website or blog. If you have only a blog, not a full website, you probably have the option to create separate, static pages. Put a link to it on your contact information, your about sidebar information, your profile... wherever you can on your web space. Finally, save it in some web-based document holder such as Google docs online. This way it's easily accessible for you from any computer.

## **2. Next, pin down your top five areas of expertise.**

You should already know these. If you don't, now is the time to figure them out. What do you write about most? What do you want to write about most? What do you know the most about? You don't have to niche yourself into a corner, but you want to be prepared with specific writing samples for the different jobs you might apply for. You can't be ready for anything, but you can be ready for the subjects you are most likely to notice and find appealing.

## **3. Polish up one article for each area of expertise.**

(If you don't have one for each area, start writing!) These will serve as your writing samples. They could come from anywhere: a magazine article, a longer

blog post, something from your own website, from a client project. Anything you wrote can be your sample writing. Choose the best you have, somewhere in the 500 to 700 word range. (It's usually faster to trim down than to add more.) Edit the articles you choose, take out irrelevant or outdated information, and put your information at the top. Save each as a separate document, clearly labeled so you can find it; title it something like "writingsample.education" for your education writing sample. You get the idea.

**4. Finally, put together a 1 to 2 paragraph biography/summary about yourself with a picture and current links to your writing.**

You won't need this for every application, but it can be the extra little bit that puts you ahead of all the other applicants. It's funny, but in this telecommuting world we still have a keen curiosity about what people look like. Come on, admit it. Aren't you disappointed when there is no photo to be found on the profile page? Yeah. Save this bio with photo in the three places you saved your resume.

Now, when you hit the job boards and find some likely leads, you have your resume ready to send or link to, your writing samples handy, and a professional bio to add a little icing to the freelance cake. And it won't take nearly as long, so you can get back to the projects already waiting.

**Keep reading to find out  
how to become a writer who writes.**

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# How to Become a Writer Who Writes

I've loved literature since I could read. Then I learned how to write, and there was no stopping me. I produced a prodigious amount of sappy poems through my adolescence, then moved on with all the maturity of age to college papers.

And I got stuck there.

## Stuck in Academic Quicksand

Oh, I wrote some great papers. And I took as many creative writing courses as I could fit in and I loved them. I sweated words out, terrified that I was somehow immature, still sappy, unable to recognize the abysmal quality of my own poetry and prose. Then I erased and sweated new words out, even more terrified that I was being untrue to myself, fawning to a teacher whose style I could easily imitate, letting myself be molded into some kind of writer I would hate being.

I survived, I got good grades, I got compliments, I graduated. My Mom got sick, and I stayed home with her and Dad for that year after my college graduation. I debated going for my Masters, going for a job, going for success as an amazingly young and mature writer, or going for the man I had wanted to marry for 8 years. (We met when we were 14.)

Dear Reader, I married him, and I have never been sorry. But a funny thing happened; actually, it had been happening that whole year in between college and marriage. I didn't write. I couldn't. I wanted to, but I produced nothing...

## Stuck in a Writing Rut

I was in a strange haze. I had accustomed myself for the last four years to writing for my teachers: producing poetry, short stories, essays, research papers with the goal of getting a good grade. Sure, I tried to be true to myself, too, but I know if it came to a choice of getting an A and compromising my voice a little, or getting a C and saying what I wanted, how I wanted, I would choose the A.

It's not all bad to write in order to please someone else. I needed to learn a certain control over my expression. The difficult part comes when the control is removed and the freedom replaced. Having been trained to please and appease for those years, it was impossible to immediately produce stuff that was challenging, true, individual, and open.

## Learning to Produce From the Gut

In fact, I am still learning to produce what I feel and know from my gut and not what I feel from that fearful, placating part of my mind. I love approval. I love a pat on the head, and that's what every good grade felt like to me. Now I look for things to replace the big red A on my papers: a comment, a place to fit in, a positive response. And I look for ways to get those marks of approval, even if the methods don't suit my real, long-term goals.

This is a battle for every writer. I am starting to win mine more than lose. But I still wish I could get an A for every post I put up...

### **Getting Past the Stuck Point**

So how do you get past the stuck point - whatever it is that has you sitting still - and start writing again? Sometimes stuck lasts for only twenty or thirty minutes. Sometimes it lasts for months. Freelance writers can't afford to lose any time stuck anywhere. Twenty or thirty minutes can be the difference between finishing that piece today and having time for the family tonight or having to force yourself to return to the computer after dinner, again.

Time matters. Being stuck matters. Moving on matters. Writing happens when you begin to treat the resistance as the intangible, shadowy, powerless thing that it is and write anyway. Here are some tips to help you do that:

- **Start your day by writing a page or two on paper.** It engages your physical body and your mind in the process of writing and forces you to focus on the thought and the act of putting words together. Do this before you check your email.
- **Write out the title and a very succinct outline** before you even think about filling in the paragraphs. Then write a few details or ideas under every main point of your outline. Then add some details to those details.
- **Tell yourself that it's okay if this draft turns out to be a throw-away.** Just get your thoughts (or even the lack thereof) written down. You can deal with the quality later.
- **Give yourself a time limit for working on the piece which seems the most difficult.** Make it five minutes, or ten minutes, and do nothing but write during those minutes. When the timer goes off, stop if you must. If you're starting to roll, set it for another ten minutes and keep going.
- **Get a hand-held recorder and talk out your article instead of writing it down.** (This is also a great idea when you have a long drive but have lots of work to do. Do your thinking outline, then listen in front of your computer once you get home and type as you listen.)

- **Write the article in Dick-and-Jane style.** Seriously. Make the sentences as simplistic as possible. Write them down. Later, go back and fill in what's missing.
- **Attack indirectly.** Don't just sit down to "write an article." Sit down to come up with write opening paragraphs for five articles; the one you dread just happens to be one of them. Or sit down to jot ideas for ten pieces; again, the dreaded piece is in the pile. Don't pause or rush when you get to it.
- **Make up a story to use as the introductory paragraph.** The stranger, crazier, more mysterious, or even unrelated to the subject, the better. Get yourself thinking creatively by finding a way to connect it to what you need to write about. You can delete it later, but it will get you moving forward.
- **Write it as a fact-sheet style of document.** Format it in bullet points, like this list. Put a single sentence, phrase, or even word with each bullet point.
- **Write it as dialogue between you (or another "teacher") and the person (or student) who needs to learn the subject.** Make one of the speakers from another country and be sure a few terms and points are "lost in translation," so that the teacher has to explain them in another way to make them understood.

**Keep reading to learn  
how to become a prolific writer.**

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# How to Become a Prolific Writer

"A writer is a person for whom writing is more difficult than it is for other people." **Thomas Mann**

## You Think You Write a Lot?

Trivia Library has an interesting little page on the [20 Most Prolific Writers in Literary History](#). In number one position is [Mary Faulkner](#), who produced 904 books in her 70-year life. Assuming she probably didn't begin writing books until after adolescence, say, around 20 years old, then she produced an average of 18 books a year for 50 years.

The most well-known name on the list is Alexandre Dumas; he produced a mere 277 books in his 68-year life. Assuming the same starting age as Faulkner, that's still more than 5 books a year. And I'd venture to say that Dumas's work is of a slightly higher caliber than Mary Faulkner's.

## The Freelance Workload

And then there's me (and possibly you). "Ten articles by the end of the week?" I whine. "That's impossible!" I want more jobs, but when I get more jobs, I panic. How am I going to keep up with all the jobs? And in keeping up with all the jobs, how am I going to find time to work on my own novel, my poetry, my non-fiction masterpiece?

We blame time, obligations, our "real" jobs, family duties, the broken computer, the library's lame hours. ("They close at 6:00 pm. Who can do research before 8:00 pm?") Distractions and obstacles have been part of the writing life long before our days of two-hour commutes and internet information overload. Consider this: Dumas wrote his 277 books without a computer or typewriter. By hand.

## The Key to Becoming Prolific

The key to becoming prolific is deciding, first, that you need to be prolific in order to be successful. Of course, this leads us to the standard question: what is success? Is success the production of 200 novels of fluff or 1 novel of depth, promise, questions, and true experience? How about the production of 200 novels of depth, promise, questions, and true experience?

You'll have to define your own success, but here is mine: Success as a writer is

when I, through my writing, reach people and make money. Writing is a calling, for me, and its primary purpose is to tell people what I see and hear and think and wonder, to share my experience in hope of helping them have greater vision, deeper understanding, and better lives. It takes a lot of audacity to think that what I can say might accomplish that rigmarole; still, it's what I want to do and it's worth trying.

### **Primary and Secondary Motives**

Then there's the money angle. I need to make money. I must eat. I must pay for this internet access. And making a fair wage for one's work is a good thing; it's how economies are built and people step out of poverty. Money is tricky, though, and if I were writing solely to make money, I would be doing different writing than I am now. So it's a part of what I call success, but it is the secondary purpose. We must acknowledge money as a real, necessary part of writing, but not as the primary motive for it.

To reach people and make money with what I write means that I need to write. The more I write, the greater the chances that something I have written will 1) be read and accomplish something and 2) sell in a legitimate writing market. Prolificacy is not necessary to success, but it certainly helps my chances.

"You can approach the act of writing with nervousness, excitement, hopefulness, or even despair, the sense that you can never completely put on the page what's in your mind and heart. You can come to the act with your fists clenched and your eyes narrowed, ready to kick ass and take down names. You can come to it because you want a girl to marry you or because you want to change the world. Come to it any way but lightly. Let me say it again: you must not come lightly to the blank page." **Stephen King**

### **The Freelance World**

Why are there so many websites for freelance writers? Have you noticed? Job hunting sites, resource sites, sites to post your work and get a critique, sites to compare various freelance employers, sites that whine about how difficult it is to write, sites that proclaim the continual joy of writing, and a mass of blogs by writers, about writers, for writers, through writers, with writers, and between writers. (Yes, including [Writers Unbound](#).)

Many writing sites are there to gain profit through the ad revenue generated. I have no problem with that, I just think it's interesting that we, the ones who are

supposed to be writing, can create enough traffic and ad clicks to support all these websites. Writers are notorious for avoiding the act of writing. I know I waste more time reading about writing, thinking about writing, researching writing, and looking for writing jobs than I spend actually writing.

"Writing is easy. All you do is stare at a blank sheet of paper until drops of blood form on your forehead." **Gene Fowler**

### **Becoming Prolific**

If we will make a few simple changes as writers, we can begin to become prolific. Writing a few thousand words a day will be routine. Writing a few chapters on your novel every week will be no big deal. Finishing your articles days before the deadline will become a matter of course.

Make some changes. Start here:

- Reduce the time you now spend on researching, reading, connecting, marketing, and finding jobs to about 20% of your total "freelance writing" time and used that other 80% for actual writing.
- Become comfortable with anonymity in the writing world, for a time. Focus on production. There's no point in being "known" if you don't have anything to show for your reputation.
- Spend less time commenting and networking and more time writing.
- Create writing routines and repeat them daily.
- Give yourself a minimum word count to accomplish on an hourly, daily, or weekly basis.
- Choose one morning, afternoon, or evening out of the week to devote to scouring the internet for more jobs, writing and formatting the cover letters and writing samples, and sending in your application.
- Choose one morning, afternoon, or evening to plan the work you will do for the following week, down to the particular articles you will write each day and how much you will accomplish on each. Then write your plans down on your calendar.
- Talk to people about what you are writing (not when you are supposed to be writing, of course).

Please visit [Writers Unbound](#) for more articles, resources, and information for freelance writers.

- Find another writer or a friend and set up an accountability system.
- No chocolate if you don't accomplish your writing goals.
- Test out [different work styles](#) and discover what makes the most sense for where you are in life right now.

**Keep reading to find out  
how to set yourself apart as a freelance writer.**

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# Setting Yourself Apart

The world of freelance writing flourishes. Great, because the opportunities flourish. Not so great, because the number of applicants per job also increases. Marketing yourself is something you do whether you intend to or not, from your first query email to the invoice you send when the project is complete. Be intentional about marketing You, Freelance Writer, Inc., and take some steps to make yourself stand out from the madding crowd.

## **1. Make every document and/or web page that represents you both personal and professional.**

Your website (you should have one), your resume, your invoice template: all should include your full contact information, company name, and should be in a similar format. Use the same color scheme (keep it simple), font type and size, and layout. Use the same signature at the bottom of all of your emails. If you have a tag line, put it on everything. Add some pictures to your web site. When submitting proposals, queries, summaries, or writing samples to potential clients, include the pertinent information and personalize it by including the specific information about yourself that is relevant to the job.

## **2. I shouldn't even have to say this: use proper grammar, punctuation, and spelling in even your most casual pieces of communication.**

You are a writer. If you can't properly punctuate an email, why should I hire you to write my company's flier.

## **3. Follow application instructions to the letter.**

If the client asks for one writing sample, don't send five. If the client asks for a biography, don't send your resume. If the client asks for a few paragraphs on a specific topic, don't send two articles on similar topics.

## **4. Specify what you will do and what you will need.**

What are your terms of service? Your rates? Exactly how long will you take on a project? How many sources will you reference? Do you use primary or secondary sources? What expertise will you bring to the piece? Do you know an expert you can interview? What information will you need from your client? Being clear and specific about these questions shows your client that you have thought carefully about the project.

## **5. Follow up, when appropriate.**

Larger magazines and companies will have a longer turn response time, so unless you have a specific person to contact it is probably best to wait quietly (while pursuing other jobs, of course.) On the smaller jobs, or with specific people, however, following up within a week or two can make a difference.

### **6. Appraise clients of your progress on longer pieces or projects.**

Especially if you are working with a first-time client and they have had the good faith to trust you with something bigger than a 500-word article. Set up a time line, let them know when you've reached milestones ("Just wanted you to know I've found five great primary sources and have an interview set up with expert so-and-so for Friday..."). They more comfortable they feel with you every step of the way, the more they will want to work with you again.

### **7. Do more than is required.**

I don't mean write 1000 words when 500 were requested; stay within the scope of the project. Do look for ways that you can go a little above the project requirements. Can you find primary sources instead of secondary? Can you take photographs that fit with your topic? Can you provide a sidebar to go with that feature article? If you go a little further, your clients will remember and be much more open to your suggestions, which brings us to point #8:

### **8. Make suggestions for related work.**

If your client has hired you to write an article on day care options for working Moms, can you suggest a series on the topic slightly expanded? Don't suggest fluff; your ideas need to be thoughtful and worthwhile for your client. Do suggest articles, topics, and content ideas that will promote your client's business or cause somehow. You also have the option to offer a "package deal" if the client likes one of your suggestions. Don't be pushy, however. Make the suggestion and be gracious no matter what the response.

### **9. Provide a specific guarantee.**

I know that it's tricky to guarantee complete satisfaction with something that can be as subjective as writing style. Some clients would keep you in an editing hell forever. I know. So I'm not suggesting that you obligate yourself to more than is fair, but that you do find a way to guarantee the quality of your work. This could be something like a no-charge edit within 24 hours after the completed project is submitted to the client, or a certain amount of time you will spend on rewrites if required. If you do excellent work, your clients may not feel the need to take advantage of your editing skills, but they will be more comfortable

knowing that you are ready to fit your writing to their vision.

**10. Follow up with a personal thank you of some kind.**

This can be a simple email or a post card or note send through the mail, if you have your client's mailing address and if that wouldn't be considered stalking... Be prompt; within a week of completing the project, make brief contact to say you appreciated the business, enjoyed the project, look forward to working together again. Of course, if you hated the project and never want to work with the client again, you can just skip this step. But if you do want more business, the time when you say thank you is a great time to make a suggestion for another project...

**Keep reading for tips to keep yourself writing.**

# Tips to Keep Yourself Writing

## **1. You must have a basic plan for your week, which translates into a basic plan for each day.**

Use a calendar/ planner, something online or in your pocket or on your desk. Get something you're comfortable with that will work with your lifestyle. If you are very mobile, a tablet PC, Blackberry, or small planner you can put in your purse or pocket might be most helpful. I prefer the larger weekly planner with 8x11 pages, so I have plenty of room to write in my appointments, errands, household tasks, and article deadlines, submissions, and project work.

## **2. Have a master list of your ongoing projects.**

Use the master list to break each project down into the tasks needed to accomplish it, so you know where to start and how to schedule.

## **3. Write in appointments for yourself on your planner.**

Mark specific times for accomplishing the different parts of each project. Treat these times seriously, as if you were meeting with a client.

## **4. Don't forget about time needed for research, both off line and online.**

If you write nonfiction, research is essential, and you will often need primary sources which can mean a trip to the library. If you blog, you need time to find relevant links, graphics, and related articles. If you write fiction, you need time to research your time period, setting, language.

## **5. Schedule in progress reports, for yourself and/or for your clients, for longer projects.**

Do this by using your master list with its breakdown of the project into smaller tasks. From those tasks, set up milestones with specific deadlines. "By June 30, I will finish research and write a complete outline, introduction, and two pages of text."

## **6. Take some time off to clear your brain.**

Focus while you work, then take a break. Every 60 to 90 minutes, get up from your chair, walk outside for five minutes, drink some water, stretch, call a friend, do some jumping jacks, lie on the couch and close your eyes (set a timer if you do that), listen to music, eat an apple. Pick something relaxing and *different* from what you've been doing, i.e., no writing, reading, or computer. Your eyes and your brain need a rest from words.

## **7. Take in lots of information, related and unrelated to any projects you are**

**working on.** Set up a reader for your newsfeeds and blogs, and give yourself 20 to 30 minutes every day to scroll through, read, and comment. Don't let it get out of hand, and weed out the information sources that don't provide anything interesting. Read books: poetry, fiction, nonfiction. Even five or ten pages a day helps your brain stretch and grow. Talk to people who aren't like you and listen to what they say. Ask questions about other people's professions, hobbies, political views, home life, philosophies.

**8. Schedule time to just jot down notes, follow up on ideas, develop ideas, brainstorm - don't pressure yourself to produce "writing" during this time.** Planning and researching and outlining makes writing a whole lot easier. This applies to work you are doing for clients as well as work you are doing for yourself. The blank page is your worst enemy. Come to it armed with a stack of notes, pages of research, brainstorming bubbles, quotations, pictures that inspire you. You may not use any of it in your writing, but its presence in your mind and in the room will make you sharper.

**9. Get up early every day.**

I know that doesn't seem to have much to do with writing, but the self-discipline required to form the habit of getting up at the same (early) time every day becomes self-discipline that you can apply to completing your writing projects. Oh, and you'll also have more time in the morning to write, maybe before anyone else is up and moving.

**10. Join a book club.**

Having a specific book to read, a time limit on reading it, and a group of people with whom to discuss the book will help you to get more out of the written word than you have before. You'll also gain different perspectives and see how different parts of the book affect the people in your book club. Notice variance in interpretation and emotional response. How can you apply that to your writing?

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If you've found this information helpful, please let me know.

[Email me](#) or [visit the Writers Unbound website](#) for more articles for writers.

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**Keep reading for additional resources.**

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Please visit [Writers Unbound](#) for more articles, resources, and information for freelance writers.



If you want Annie to write for you, [email her](#) or [visit her website](#).

### **Biography**

Annie Mueller is a gal who spent high school and college reading poetry and thinking she'd get paid for it. Now she writes (not poetry) for money. (Sell-out.) Annie likes Linux, Joomla, Wordpress, and all things Open Source. She has designed and maintained multiple websites using those platforms.

Annie's radio station of choice is NPR. She attends Rockwood Harvest Assembly of God, where she plays the guitar and the vocal chords. She and her husband have two children (who were both born at home) and another on the way. She pursues a life of natural health and organic food but still eats at McDonald's. She is big on community development, small businesses, and local growth. Annie does, occasionally, go to Wal-Mart, but she is ashamed of that fact.

She stays up too late (her husband is a midnight owl) and gets up too early (she is a morning bird). She plants an ambitious garden every spring. She keeps redesigning her business cards.

### **Experience**

Annie Mueller is a Summa Cum Laude graduate with a Bachelor's in English. She has tutored individual students at both high school and college levels, compiled and taught curriculum for upper-level high school classes, edited and critiqued manuscripts, and written for clients including a non-profit organization, a technology-based corporation, small businesses, blogs, and an educational center.

Her areas of expertise include

- literature, grammar, and writing
- education and literacy
- sustainable living
- cultural critique
- relationships and marriage
- parenting small children
- work at home moms
- natural beauty and health
- marketing and branding
- entrepreneurship
- food and cooking
- personal growth
- household management
- and freelancing

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## **Additional Resources**

(You thought I forgot, didn't you?)

From Writers Unbound:

A [review of Demand Studios and links](#) to free online workshops/courses for writers.

Please visit [Writers Unbound](#) for more articles, resources, and information for freelance writers.

A [list with links to 13 Podcasts for Writers](#), a great way to gain more information even while you're working on something else (dishes, laundry, driving, exercising).

A [list with links to 13 Free Resources for Writers](#): great stuff here, including articles, reference sites, ebooks, and reports.

If you need a wee grammar review, read [The Top Ten Things Writers Should Know \(But Sometimes Forget\)](#). It's a quick list of common mistakes that a good writer doesn't want to be caught making.

If you need a jump start on your writing day, browse [the Inspirational Category of Writers Unbound](#). From perfectionism to ants to jousting, there's something there to get you fired up.

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Thanks for reading.  
**Make it a good day.**