

# Hello!

First of all, check out the new [Freelancer Support Group on Meetup](#).

And here are some nice lists of preferred resources and tools. Brought to you by:

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## Lara's List

### Resources:

1. [Businessology Show](#) - podcast with Dan Mall and Jason Blumer about the design of business/business of design.
2. [Design is a Job](#) - book by Mike Monteiro. Stop what you are doing right now and read this.
3. [Sidebar.io](#) - "5 best design links every day", pretty much a round up of [Designer News](#). Lots of good freelance topics come up here.
4. [My Delicious feed](#) - random mish-mash of front-end, WordPress and freelance stuff.
5. [Jessica Hische](#) - she's amazing, so much excellent info on her site.
6. [New Work City](#) - coworking is essential, period.
7. Quick ebook on sales by [Base CRM](#) - [Download here](#).
8. [Bearded's contract](#) for hourly work
9. [Lara's contract](#) (note that this is a legal thing, treat appropriately and do not blindly copy/paste from it! It's a guide.)

### Tools:

1. [Harvest](#) for invoices and time tracking
2. [Expensify](#) for, well, expenses. Easy for scanning receipts.
3. [Pocket](#) - bookmarking links for later (plus an [IFTTT](#) channel to spit them into [Delicious](#) too)
4. [Basecamp](#) for project management (just started using it, not entirely sold yet)
5. [Numbers](#) - for a spreadsheet with charts visualizing your income ([here's what mine looks like](#), note that I don't actually make that much money)
6. An Estimator for estimating projects - here's an [example in Google Docs](#), also note I don't charge that much. Maybe some day!
7. [InDesign](#) for making pretty documents

8. [SignNow](#) for signing pretty documents
9. [Evernote](#)
10. [Trello](#) for tracking sales. I have lists for everything listed in the Base ebook (#7 above) and move clients from list to list.

## Melissa's List

### Resources:

1. [uGurus](#) - website on marketing and business topics for web professionals
2. [Ramit Sethi's blog](#) for understanding/working with clients.
3. [socialtriggers.com](#) - blog about online marketing
4. [creativelive.com](#) - online courses for digital creatives, they air the show for free when it's first broadcast
5. [Book Yourself Solid](#) - book on consulting and getting clients
6. [Get Clients Now](#) - another book on getting clients, kind of like a workbook with a 30-day plan
7. [Business Model Generation / Business Model You](#) - books on planning your business
8. [clientsfromhell.net](#) - website of horror stories when you need cheering up

### Tools:

1. [Harvest](#) - invoicing & time tracking
2. [Wave](#) - accounting (I would recommend Freshbooks if you're starting out, which will take the place of Harvest + Wave)
3. [Basecamp](#) & [Asana](#) - project management
4. [join.me](#) & Skype - screenshare & conference calls
5. Google Drive & Dropbox - file sharing
6. [Xero](#) - for accounting
7. Google voice - get a work phone number, you can turn it off on weekends
8. Adobe Echosign - digital signatures for contracts

## Tricia's List

### Resources:

1. [UX Team of One](#) - a good book for a solo ux designer or one working alone in an organization:
2. Marketing Mentor's Hourly Pricing Worksheet -  
<http://marketing-mentor.com/blog/need-overhead-hourly-wage-worksheet> / PDF Here:  
[http://marketing-mentor.com/pdf/hourly\\_rate\\_worksheet\\_overhead.pdf](http://marketing-mentor.com/pdf/hourly_rate_worksheet_overhead.pdf)

3. [The Marketing Mentor](#)
4. [New Work City](#) - my regular coworking space and community
5. [Breaking the Time Barrier](#) - a free ebook by the Freshbooks team about pricing and changing your business
6. [UX Booth](#) - articles about user experience design, content and other good stuff

#### Tools:

1. [Konigi](#) - wireframes sketching templates & OmniGraffle templates
2. [Harvest](#) - invoicing & time tracking
3. [Basecamp](#) - project management
4. [join.me](#) & [Skype](#) - screenshare & conference calls
5. Google Drive & Dropbox - file sharing
6. [Xero](#) - for accounting, cash flow projection, etc.
7. [Mint](#) - for personal and business merging/tagging
8. [Evernote](#) - for notes, task lists, journaling, etc. I organize notes by client project.
9. [Pocket](#) - for keeping links, tagging them for later, etc
10. [Coda](#) - code editor
11. [Transmit](#) - FTP client
12. [Adobe Echosign](#) - digital signatures for contracts
13. [Sunrise](#) app & Google Calendar - for syncing multiple calendars and people
14. [The Noun Project](#) - for icons

## Ben's List

1. [Trello](#) - for making lists of current projects I am (or should be) working on, potentials I am (or should be) tracking down, etc.
2. [Freshbooks](#) - for time tracking, invoicing, expenses, and basic profit/loss reporting
3. Dropbox - for all work files, including project files (like PSDs, fonts), contracts, estimates, etc.
4. Gmail - duh
5. [GoToMeeting](#) - for screensharing, but costly (\$49/month) and perhaps Google Hangouts is better
6. iCal - for appointments
7. [Coda](#) - code editor
8. [Transmit](#) - FTP client
9. [Fogbugz](#) - for bug tracking. Expensive (\$25/user/month), especially when you add clients, but can be worth it for complicated QA situations

10. Pen and paper - for a daily to-do list, I have tried \*so many\* other methods but constantly fall back on this one. The downside is that if you leave your pad of paper at home you're screwed