

# Develop *Money-Making Skills* with these Work from Home Courses for Beginners

## General Transcriptionist

When it comes to flexibility and volume of work available, I can't think of a better work-from-home option than general transcription.

Sure, there are a [number of transcription companies](#) that will take a chance and hire a complete beginner, but wouldn't it be nice to have your own independent general transcription career?



Well, you can! [Transcribe Anywhere](#) is an all-inclusive online course that will teach you how to work from home as a general transcriptionist.

Everyone from content strategists to SEO pros and podcasters use transcriptionists to grow their businesses. This means there is plenty of opportunity out there for you to find clients, set your rates, and start earning a genuine income from home as a general transcriptionist.

## Who's the Instructor?

Your instructor will be Janet Shaughnessy, a professional transcriptionist and transcription business owner with more than ten years of experience. She's combined her practical experience and knowledge to help beginners transform into professionals in as little as two to four short months.

## What You'll Learn

This all-inclusive course will provide the solid foundation needed to start a general transcription career. This includes everything from the get-started basics to post-course completion marketing tips.

## What's Included

- Printable shortcut cheatsheets to increase speed and productivity
- Transcription style guide
- Screencast video tutorials
- Seven levels of practice dictation
- Lifetime access to course material and future updates

You'll also get a "100% thorough" guarantee — if you feel anything is missing from the course, they'll add in whatever's missing — for free!

Before jumping in, start with the Transcribe Anywhere [free mini course](#) to see if a career as a general transcriptionist is right for you.

## Write Your Way to Your First 1K



Technically, you don't need any training or special education to make it as a home-based freelance writer — I can personally attest to that! Back when I began my work-from-home journey, I quit my job to become a freelance writer even though I had absolutely zero professional writing experience.

And, I'll be the first to tell you, it wasn't the easiest roads to go down. I wrote for content mills much longer than I wanted to and even took incredibly low-paying gigs just to gain experience. But, the good news is, you don't have to.

At [Write Your Way to Your First 1k](#), you'll learn everything you need to start a freelance writing career without having to sign up for content mills or outbid your fellow writer on one of the many marketplaces.

This 7-week course is perfect for aspiring writers who have no degree and no experience. If you've always felt like you'd make a great writer but worried you didn't have the right credentials or enough experience, this course is for you.

### **Who's the Instructor?**

Your teacher will be Elna Cain, a self-taught freelance writer who was able to start with no experience and quickly grow a lucrative career. Even more impressive is the fact that she did it all while parenting her twin toddlers full-time.

In just six months, Elna became a sought-after writer in her niche and began earning a full-time income while working part-time (and chasing two little ones around!). She'll share her secrets to success with you, so you too can find freedom in freelance writing.

## What You'll Learn

The method taught in this course is an effective and proven way for complete beginners to succeed as a freelance writer. In just 7 weeks or less, you'll learn everything needed to launch a freelance writing career, even if you've never written a single word for pay before.

Some of the things you'll learn include building your writer's platform, pitching and landing your first client, and where to look for freelance writing jobs — basically, everything you'll need to earn your first \$1,000 as a paid writer in 7 weeks or less.

## What's Included

- 7 modules of step-by-step self-paced lessons
- Enhanced video training
- Specific lessons to follow that will help catapult you to success
- Templates to help you craft the perfect pitches
- The pitching handbook to help you increase conversions

Of course, that's just a small sample of what you'll get when taking the course. The real benefit comes from learning the secrets of success from someone who was in your shoes and will show you how to [launch a lucrative freelance writing career](#).

## 30 Days or Less to Virtual Assistant Success

Virtual Assistants are the jacks and jills of all trade who help others get more done.

If you come from an administrative or clerical background (and even if you don't) you can create quite a profitable service business as a virtual assistant (VA).

As more and more solopreneurs, bloggers, business owners and busy professionals turn to virtual assistants to help them manage their to-do list, there's a ton of opportunity for you to carve out a profitable little niche for yourself as a remote assistant.

At [30 Days or Less to Virtual Assistant Success](#), you'll learn everything needed to get a VA business off the ground, no matter your background or experience. And now is the perfect time to get started when there is such a high demand for VAs across a number of industries!

## **Who's the Instructor?**

Gina Horkey will be your guide (and cheerleader!) as you create your own path to virtual assistant success. Starting from nothing, Gina was able to build a booming VA business so quickly that she knew she had to share her method with others so they too could find the same success.

While working part-time, Gina earned an average of \$4,000 a month as a VA — when working full-time, she could nearly triple that amount. But don't just take my word for it. Gina is pretty transparent when it comes to earning potential, and she will share her income reports with you to give you the inspiration needed to reach similar results!

## **What's Included**

You'll make your way through 12 modules that will teach you things like:

- Services you can offer as a VA
- Pricing your services
- Getting paid

- Managing your online presence
- Sourcing clients and perfecting your pitch

Seriously, this self-paced course offers a clear look at what it takes to [become a successful VA](#), even if you have no idea how to start.

## Free Work from Home Courses

If you still want to learn a new work from home skill but aren't quite ready to make an investment — don't worry! There are valuable (and free!) work from home courses that can also help give you a much-needed boost when getting started.

### [Duolingo](#)

The translation and interpretation field is growing by leaps and bounds. According to the U.S. Bureau of Labor Statistics, this work-from-home friendly industry is expected to grow much faster than the national average compared to other careers!

If you've always wanted to learn another language, turn to Duolingo for help. This self-paced online learning platform is the perfect way to learn a number of different languages — for free. The program is so remarkable at helping to [learn and retain a new language](#) that just 34 hours of practice on the site is equal to the skills mastered in a semester of college!

### [Microsoft Virtual Academy](#)

Thinking of breaking into the field of virtual assistant or remote administrative assistant but are a bit rusty on your computer skills? No problem! The Microsoft Virtual Academy has got you covered. Not only can you learn the ins and outs of everything related to Windows, there's also beginner-friendly courses covering HTML & CSS, game development, web development, and visual studio.

### [Codecademy](#)

Learning to code is a valuable skill for just about anyone but translates particularly well to work from home jobs. If you've always wanted to learn to code but didn't want to go back to school or invest a lot of money, you need to check out Codecademy. The work from home courses offered here are all free and can give you the skills needed to start a web development career.

## [Coursera](#)

If you're not quite sure which work from home courses are right for you but still want to beef up your resume and credentials a bit, check out Coursera. Coursera connects learners, like you, with free online courses from some of the best institutions in the world like Duke University, University of Michigan, Stanford, and Johns Hopkins University (to name a few!). The database is searchable so you can find what you're looking for whether it's business analytics, infographic design or anything in between.

What are you waiting for? It's time to start learning! Have any questions? Feel free to email me directly at [ashlee@workfromhomehappiness.com](mailto:ashlee@workfromhomehappiness.com)

Don't forget to [like Work from Home Happiness on Facebook](#) for daily job leads!

Feel free to share this handy guide with anyone you think would benefit or enjoy learning a new money-making skill.