

ANATOMY *of* FIVERR V3

fiverr®

Find Services



Join

Sign In

Request a Service

Start Selling

Graphics & Design

Online Marketing

Writing & Translation

Video & Animation

Music & Audio

Programming & Tech

Advertising

Business

More

**What do you need done?
Find it on Fiverr**

Browse. Buy. Done.

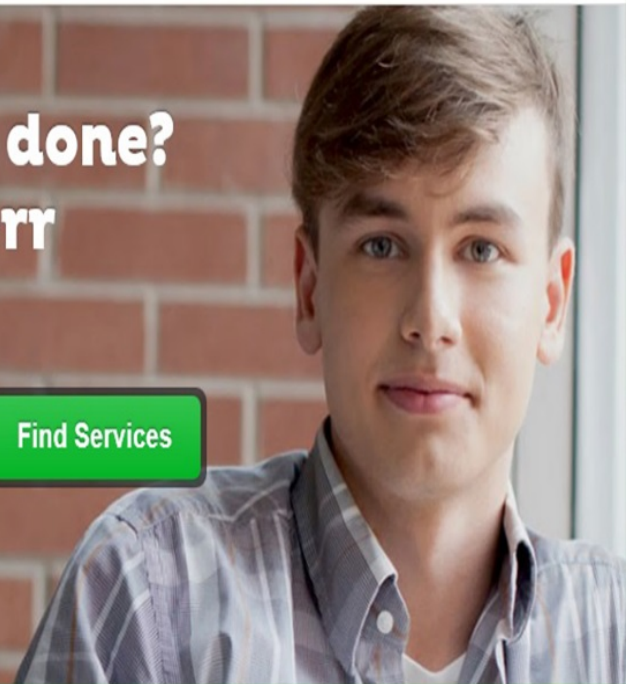
What are you looking for?

Find Services



Video & Animation

More than 20,000
services offered



**A COMPLETE GUIDE FOR NEW
SELLERS AND BUYERS**

BY

OJAJUNI OLUWOLE

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Welcome Note...

I've heard a lot about people complaining on several online businesses that informs to becoming a freelancer and how hard they find it to make use; the signing up, staying in it and making a living out of it. Likewise I've seen a lot of people succeeding and really taking this freelancing work as a job, myself inclusive. So I've settled to help the newbie out on this way to success especially on one of the fast selling platform where income can be generated by 'sellers'.

The path to this story is in three stages; the first will be the introduction to Fiverr, this includes signing up and the basic things to do to stay rich on Fiverr. In the second stage, I will discuss about optimization of the 'gigs' created and related activities to boost income on the platform. Lastly, I'll talk about the safety measures to take into consideration while operating.

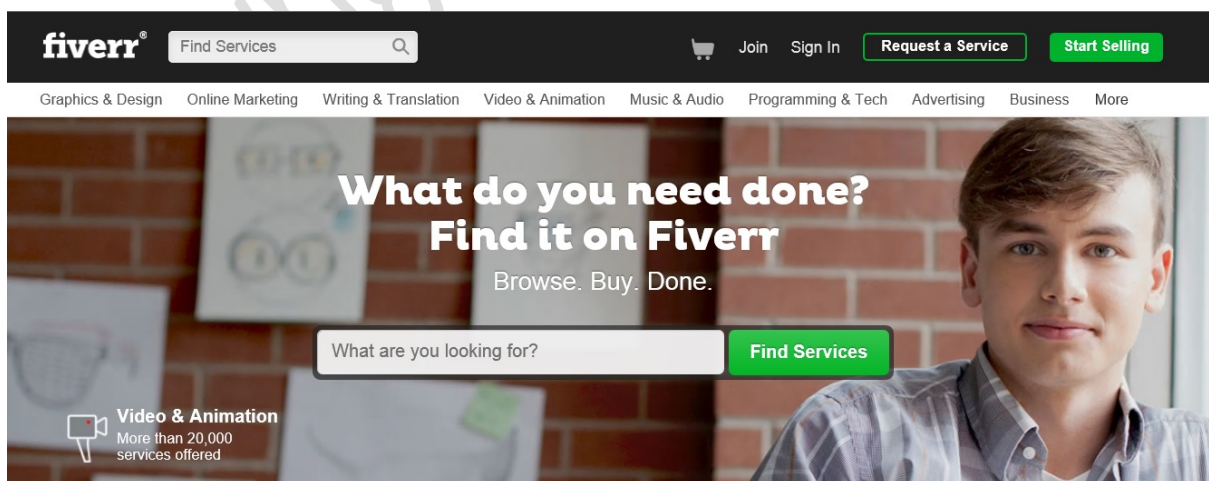
Join me on this tour on Fiverr...

Section 1

Fiverr and the Awesome Features

1.1 Brief introduction

To start with, let me define what Fiverr is all about in the simplest term then you will get to generate your own definition of the platform in your own words as desired. Fiverr is a marketplace where the least you can get a job done as a 'freelancer' is \$5; I believe that is where the name 'Fiverr' was generated. I will rather prefer to call it a marketplace in place of the platform I've been attaching to it from onset. Do not get me wrong on what activities that can be done in this place, you can do both buying and selling here (more reason why it's called a marketplace) but I'll be discussing more on the selling part, that is the user is rendering a service of solving problems and earning income. I'll break my outline into different stages here and make it simple as possible, next after this I will be discussing the account registration, then the basic terms used on this platform such as gigs, buyer, seller, custom order and the rest, after this I will switch onto the sellers/buyers profile, the homepage icons and what they stand for and finally the forum and all that is attached to it. The image below shows Fiverr's updated homepage as at the time this material was published.



Activities or jobs that can be done on this platform ranges from one of the simplest such as writing, updating Facebook accounts, placing reviews....as far as designing, creating

templates and a range of others all in different categories and subcategories; we are coming to that soonest.

1.2 Terminologies Used In the Marketplace

- Gig(s) is/are packaged services you are rendering to the buyer(s)
- Sellers are users who are rendering services to other users(buyers)
- Buyers are users in need of services.
- Orders are binding agreement between both parties (buyer and seller) on an agreed purchase; it contains the title of the project, gig title, stated price and date to finish up the purchase.
- Order page is the page where both parties discuss on the ordered gig.
- Custom offers is a close representation of an order but in this case, created by the seller and confirmed afterwards by the buyer.
- Custom orders are requests made by a buyer to receive a custom offer from a seller.
- Revenue is the money sellers earn from completed orders.
- Gig extras are additional services offered on top of the seller's gig for an additional price defined by the seller.
- Gig multiples are additional quantities of unique orders from the sellers gig.

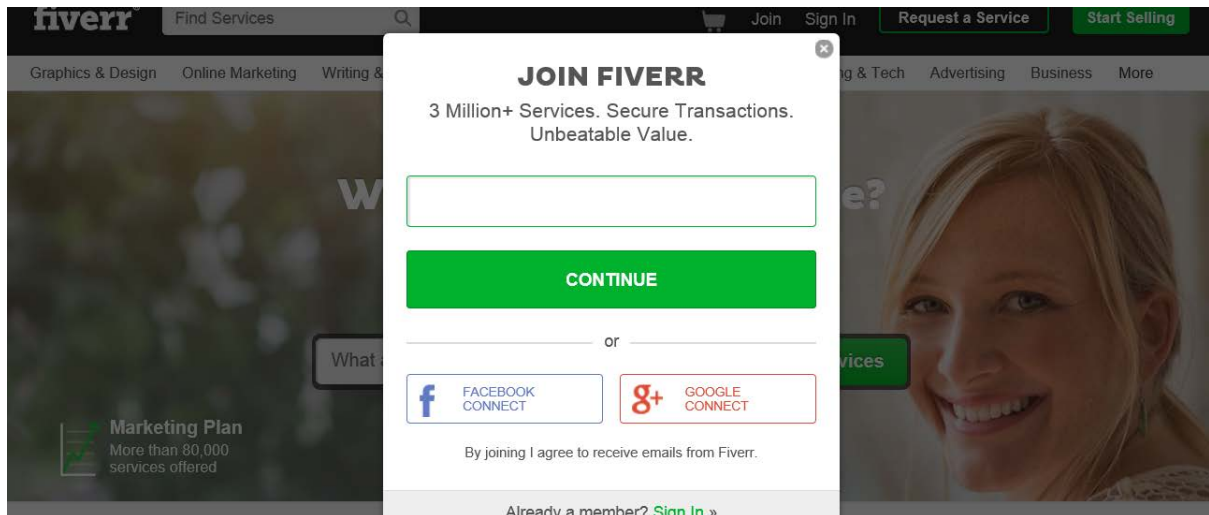
As I continue to make use of the terms, you will get to understand what they really mean.

1.3 Account Registration and Confirmation

Getting started on the platform needs signing up as a member; this is done by creating an account. The first approach to this is going online and hitting the go button on 'www.fiverr.com' URL, this should bring you to the homepage where you need to create(join) an account as a newbie or sign in as an already registered member.

As a newbie, you should click on the 'Join' icon (tab) which will bring a pop-up page where you will be requested to login a registered email; this email will be that which would be used to update you on activities going on in your account, activities such as new messages, new promotions and other updates that needs your attention. So it's so much better to create a new email account that will notify you on all of this instead of the already created mail

accounts you own....(no big deal if you want to use your existing Email account). Also you can make use of the options provided to signup; linking with Facebook or Google account. Refer to image below for quick grab of ideas...



If you are providing an E-mail address, once you click on the next button, the next pop-up page will require you to create a username which will be what most 'buyers' will be referring to while relating with you as a name and a password for your account. Once this is done successfully, it will refer you to check the E-mail address you provided so as to confirm that the address is active (check your E-mail for verification message from Fiverr). Right in the E-mail account, you will have an already message from Fiverr asking you to click on a link which will activate your account for the next procedure; there's a redirecting link on Fiverr already indicating this; you will find it at the top bar menu list, 'Go to Gmail.com'.

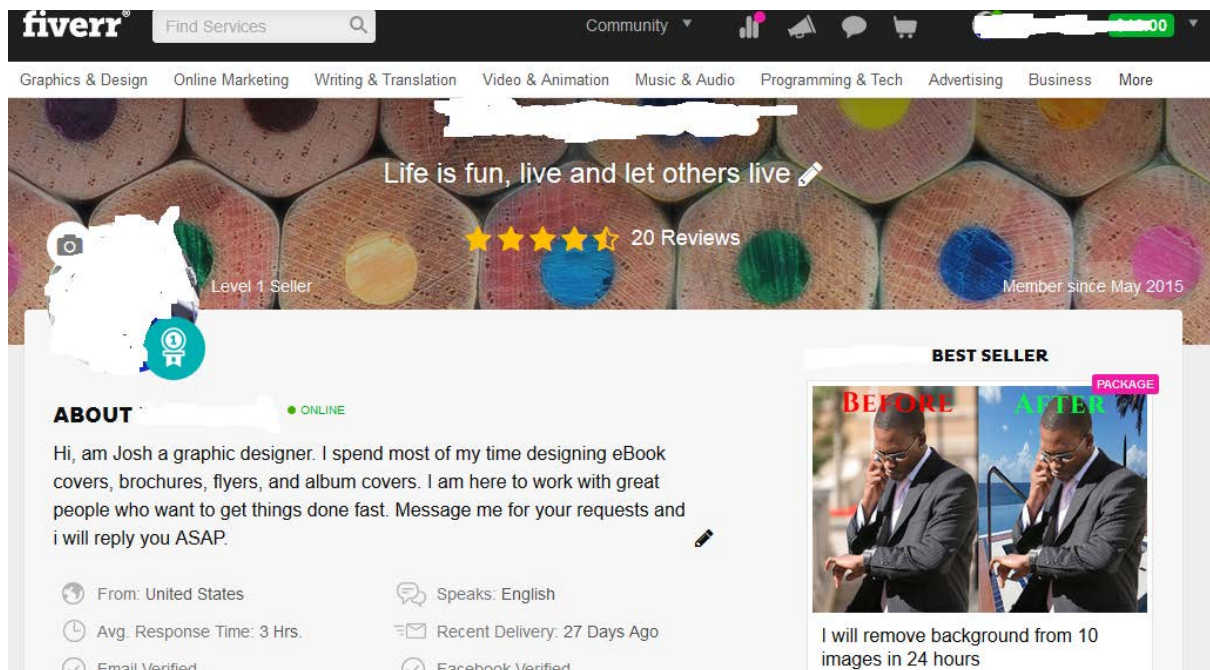
After clicking on the 'activate' icon in your inbox, it should refer you back to your Fiverr account indicating that your account has been successfully activated.

How simple to get started!

1.4 Profile

The next on the list is the update on your profile. This is really important as its part of what sell what service you offer. There are various ways to go about doing this; I'll explain the fastest and easiest way to doing this.

Just at the top right corner of your Fiverr homepage (the account you created), there's your username with the first letter of your username in a shaded circle. Click on this and it will display some drop-down menu options from which 'My Profile' is fourth on the list, click on 'My Profile' and just in seconds depending on your browser network service, your profile page comes up to be edited and filled with the necessary info to bring that traffic. You should see something like the image below...



1.4.1 Public profile settings

This automatically brings you to your public profile settings once you click on the edit tab on your profile page. The first thing to do is to upload a picture; the picture should be of 'moderate high quality' showing your face not stern looking but friendly; could also be a picture of you advertising what you do best, for example a writer, you can be at your nice looking desk writing with your face lifted. This is the number one thing that sells you, most buyers want to know who they are dealing with especially as a newbie on the platform. The platform will guide you on the size of the picture to be uploaded.

Just below this is a box that should contain 'something about you', this is like a brief introduction to who you are and most times okay to drop a summary of what you do and your level of expertness at the tail end but make sure you are brief and you sell yourself positively.

Next you have the language section, can add up as many languages as you can speak which is recognised by the platform. Once done, you can share your profile and make it visible to the so desired public you want by sharing and most importantly don't forget to click on the 'save changes' tab as this is what will save the necessary details you've filled in; you can also come back at any other time to make changes to this.

You can reach this option later by going to 'settings'

1.4.2 Account settings

Followed by this is your 'account settings', this include options for you to fill in your full name, email, type of notification you want to get, billing information (you don't need to touch or edit this, only if you want) and your social network linking; Facebook and Google.

If you are making any changes, always remember to click on the 'save changes' button.

1.4.3 Security settings

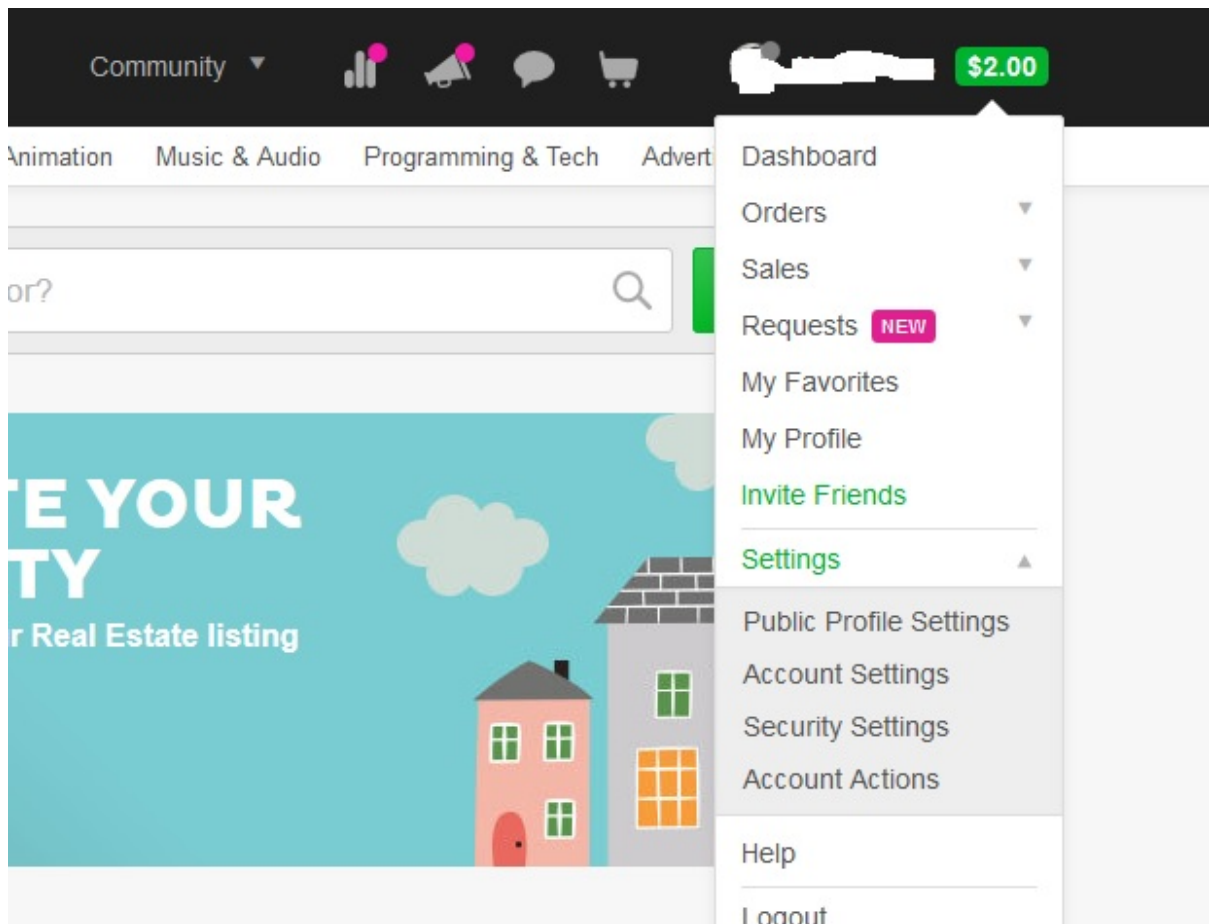
The security settings is just to create a security question so as to put on an extra guard when sensitive matters are being made or suspicious activities are detected by the platform such as revenue transactions, changing of password.

1.4.4 Account action

This is the last tab under the settings menu. It includes taking action like changing of password and account deactivation.

Once you sign in, the platform automatically detects where you are by checking on your IP, this is what will be registered as your country place. By so doing it indicates the country name and flag on your profile which is visible for all to see.

Check the image below for the visual of account settings...

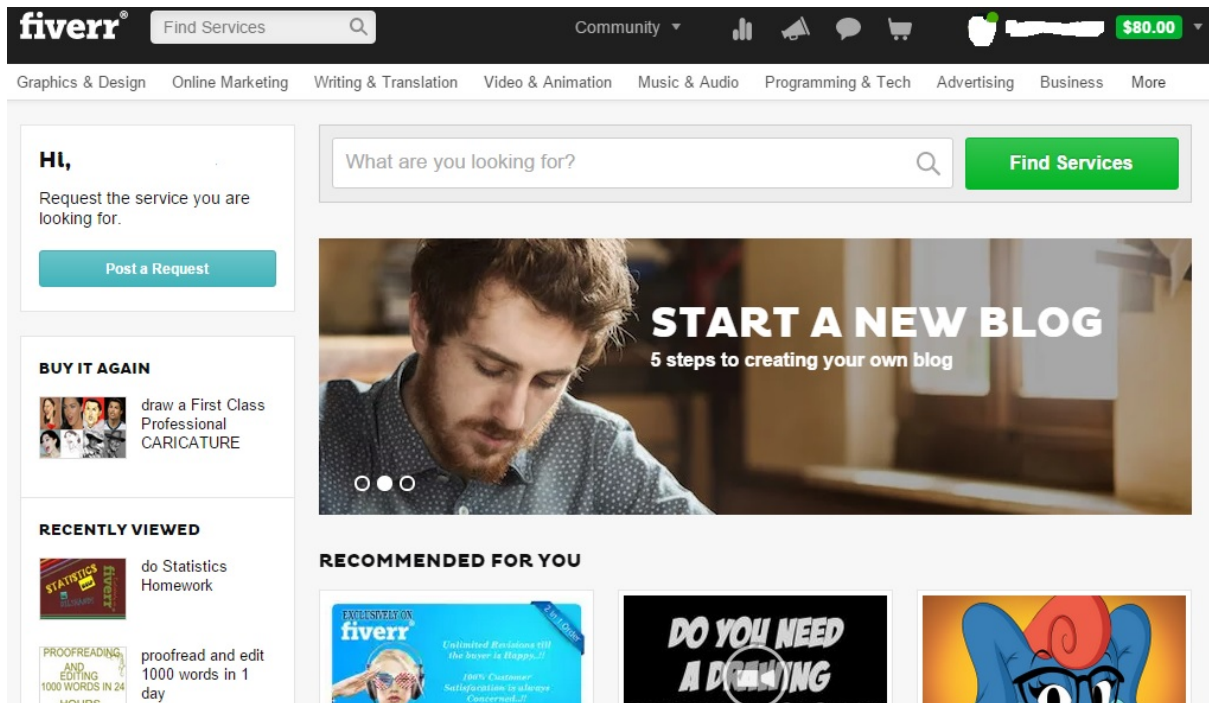


1.5 Fiverr Homepage and Icons

At first, this might look 'techy' and confusing to a newbie; happened to me on my first login, but this has been much well updated and easy to make use.

The homepage after you login the URL (www.fiverr.com) is still the same; it contains a grid of recommended sellers just like yourself offering related gig as what you offer. Other info on this page includes your popular search, recently viewed gig (both at the left hand column of the page) and just below the recommended buyers for you is the news and stories section; telling the breakthrough success stories of various sellers on the platform and giving updates on what's happening in the marketplace (some other quick links are placed at the footer of this page which will be discussed on later). I've decided to show you the visual of how the homepage looks once a registered user login his/her account.

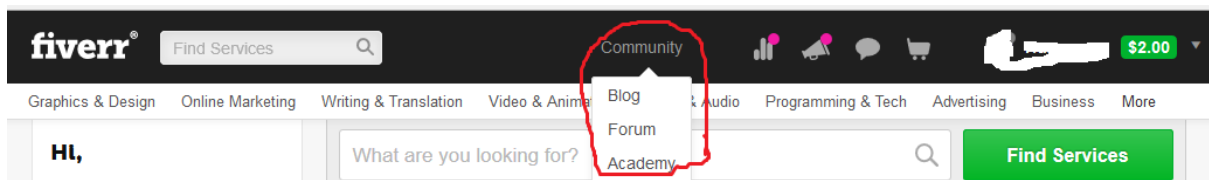
At the top left corner is the Fiverr icon that brings you back to the homepage whenever you click on it. Next to this is a search box where services of other sellers can be checked for or 'gigs' (find services box can be used to search for various services on the platform).



1.5.1 'Community'

Along this line is the 'community' (next to the find service box) which when click on gives a drop down menu tab that contains the blog, forum and academy.

The blog is a page that contains several 'help' or guides that can help you make the best use of the marketplace. It's like a chatroom where topics are treated and addressed and you also can contribute or ask whatsoever may be bothering you especially related to the topic being treated. Be sure to make use of this page, it do help in advancing on the platform; several suggestions and advice are given here. Check the image to see the community links.



The Fiverrforum like every other forum is a public place for open discussion on immediate matters that bothers the users in the marketplace.

Lastly in the community is the 'academy' where insights and tips are raised to help one grow at every level; both the buyers and the sellers.

1.5.2 Other Icons on the list

I want to go briefly on the rest of the icons next to the community tab; immediately just by the side is the dashboard icon or To dos which house all the tasks that are yet to be treated, for examples an ongoing project will be in the 'To dos' page, a pending message that is yet to be viewed will also be on this same page. The dashboard houses a bit of the analytics; response rate, response time, ratings and a few others (upgrades are being made especially to this page).

Next is the notification icon that looks like a megaphone, it alerts on the changes buyers make to their order, reviews dropped, orders marked as completed and other details that pertains to an ordered gig.

Inbox contains messages both buyers and sellers use in communicating with each other and close to it is the cart icon. And the last on this row is your username that contains a list of other menus plus the already mentioned one, this include accordingly; dashboard, sales, requests, my favourites, my profile, invite friends, settings, help and logout.

I will discuss extensively on sales, most of the rest have been touched and the remaining few ones will be discussed on later in the session.

1.6 Sales

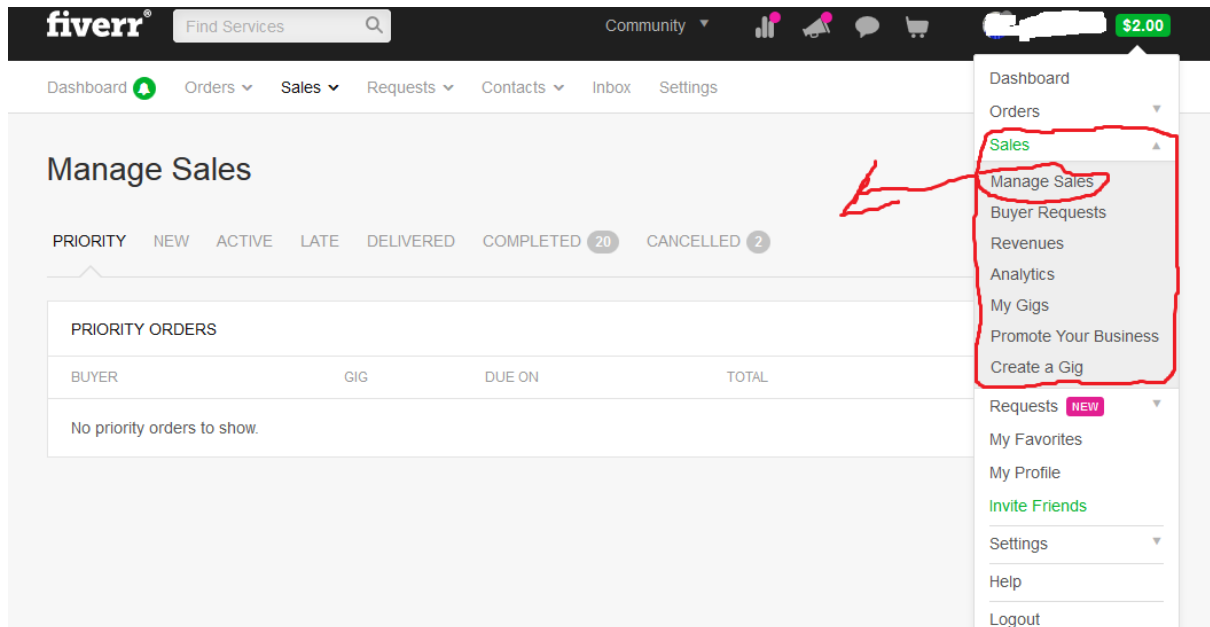
The sales include other submenus like manage sales, buyer requests, revenues, analytics, my gigs, promote your business and create a gig.

1.6.1 Manage sales

This contains a table of the orders made, active, submitted, cancelled and delivered. You can also check this section to review past work done.

1.6.2 Buyer requests

A subcategory that helps you reach out to the needs of the buyers; the buyers are out here to tender what service they will be needing. You can select the kind of request you want to make visible to you by choosing from the options at the top right hand side of the page.



1.6.3 Revenues

Revenues page contains a detailed information of your monetary balance; your earned fee, withdrawals, pending, amount used to order from other sellers and the available fund. Also it contains a list of how the pending funds are being cleared (clearance after a buyer accepts the service done is 14 days before you can make withdrawal) and the type of withdrawal available (PayPal account and Fiverr revenue card)

1.6.4 Analytics

This contains the sales updates, map of the world domination by you and a graph of your upgrade from one level to the other.

1.6.5 My gigs

I've been referring to this term right from the onset of this write-up; in its simplest form, it's basically that service which you offer that is well packaged to be viewed by anyone that comes across it be it through search or display.

This page contains the created gig in your account and actions you can carry out on them.

1.6.6 Promote your business

This page is all about driving traffic to your gigs, I will discuss in length on this in the next section.

1.6.7 Create a gig

This section or page helps you in the simplest way to create a gig, creating one will be discussed also in the next section. When you click on create gig link, the page appears as shown below. This is where you create the service that you want to offer on Fiverr.

SET UP YOUR GIG CONFIGURE PRICING UPLOAD VIDEO BUYER INSTRUCTIONS PUBLISH & PROMOTE

Create a new Gig

Gig Language: English

GIG TITLE

I will do something I'm really good at

0 / 80 max

CATEGORY

SELECT A CATEGORY

GIG GALLERY

Describe your Gig.

This is your Gig title. Choose wisely, you can only use 80 characters.

title

for \$5

Section 2

Gigs Creation, Optimization, Promotion....

GIG TITLE

I will remove background from 10 images in 24

Just perfect!

44 / 80 max

CATEGORY

GRAPHICS & DESIGN

PHOTOSHOP EDITING

COVER PHOTO

BROWSE...

Watch the [Guidelines Video](#)

JPEG | JPG file, 2 MB Max, you own the copyrights

GIG GALLERY

BEFORE

AFTER

Describe your Gig.

This is your Gig title. Choose wisely, you can only use 80 characters.

title

GIG creation image

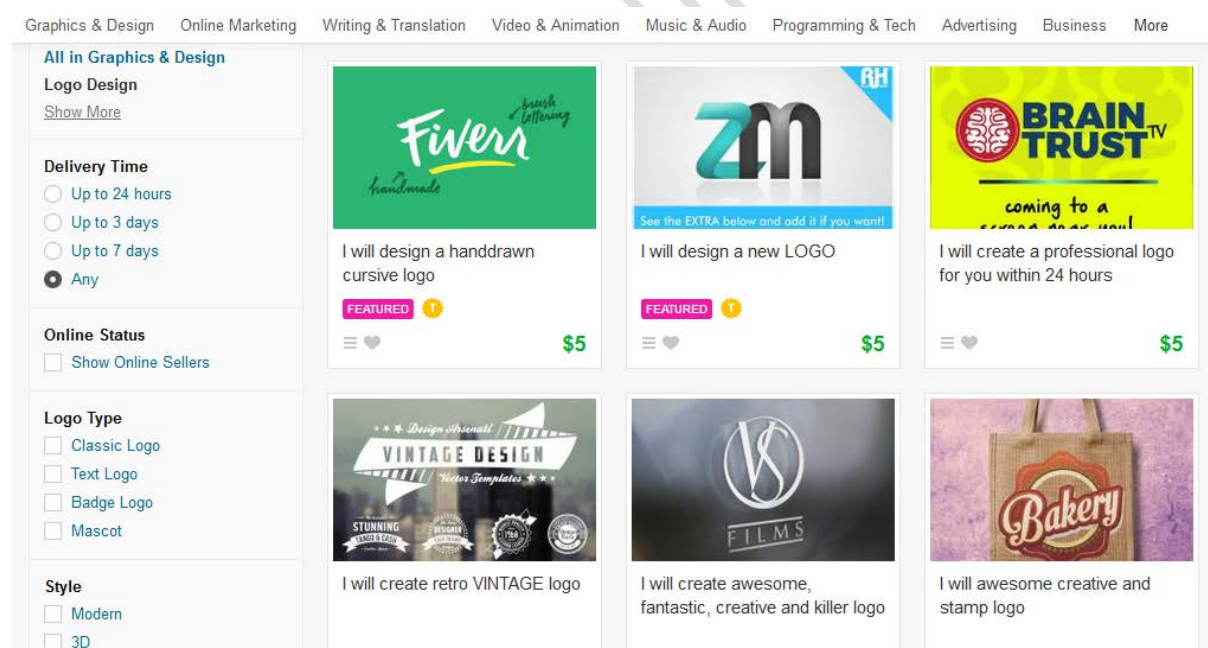
2.1 Brief Introduction

This section will deal basically on all activities that involve buying and selling on this platform and detailed explanation of most terminologies used; cited using examples on how they are made use.

Stay close while we explore!

2.2 Fiverr Gigs

As briefly discussed above, Fiverrgigs are rendered service the seller is providing for or the buyer is asking for depending on whatsoever aspect you are good in; graphics and design, online marketing, writing and translation videos and animation, music and audio, programming and tech, advertising, business and countless others (all with a wide range of subcategories). As I discuss more on this, it will get clearer and simple to understand. Take a look at some Fiverr gigs...



2.2.1 How to create a 'traffic-drawing' gig

After having your account and profile updated via previous discussions, its set time you have a gig as this is what you are selling. The gig must be created in a manner that attracts buyers to them, some key words must be included to make it more attractive; these keywords are mostly what some buyers input into the "find service" box to search on sellers offering such

services, for example a seller offering the service of a writer in one of his gig should include: articles, ghost-write, eBooks and some other key terms that indicate the end result of the service rendered.

Let's go back to the 'create a gig' section under the sales.

On this page there is a list of boxes that needs to be filled by you.

- The first is the gig title that tells what service you are rendering; for example, I want to offer the service of creating a Facebook page for companies, then it goes like this: I will create a Facebook page for your company (simple and exact), you can also make this a bit wordy but not to the point that your gig title is becoming too long (also one of the keyword in the gig title can be all capital). Note that the 'I will' in the gig title is defaulted, all you need to do is to complete it with the service you rendering.
- The next is to select the category it falls in under the next clickable box; this should fall under online marketing....then the subcategory should be 'fan pages'.
- Next is the gig gallery where you add image(s) that relates to the gig that is in progress (one you creating at the moment), this could be samples of your work.
- After this is the description box, where you describe what you are offering. This should be well detailed and comprehensive enough for the buyer to understand (make sure you list the services you will be rendering on this gig).
- Next is the tags box; this describes your gig so that whenever the buyer is searching based on what he/she is looking for, your gig will pop up alongside others who have related gigs. For this example, the ideal tags are social media, Facebook page, fan page.
- Below this is the duration box where you need to indicate the time for completion for the gig (be sure to pick on time that will work well for you, also consider the best time that you believe your buyer will go for).
- Instruction to the buyer is next on relevant information or details for he/she to provide. Afterwards click on save and continue to save changes made and move to the next menu.
- The next page requires you to upload a video of the gig you are rendering; this is optional, if you don't have click on skip and continue to the next page.

- Next after this is the page that wants you to confirm whether the gig you creating require shipping or personal contact with the buyer, if not, click on 'No thanks' and continue to the next page else tick the box and submit.
- Finally on this next page is the end to creating the gig by clicking on the 'publish gig' button. By this, the gig comes alive.

Basic Guides while creating a Gig

- Your gig title is important, put up a creative, specific and eye-catching title and stress on one of the keywords by capitalising.
- Make sure all pictures you are uploading are of high quality; this is part of what sells your gig.
- In your description, make sure it's moderate explaining what service you offer in detail. Give reasons why the buyer must patronise and make sure you achieve this; still coming to customer's satisfaction. Be very articulate and professional in your description.
- As a newbie, make sure your gigs are not so many and all drive towards the same services; all in a category. This will make most curious buyers to believe that you are specific in your dealings (but can add up other categories as time goes).
- This has been talked on earlier; add keywords or tags on your gigs for search engine optimization.
- At first to gain traffic to your gig, set the delivery date to maximum of 2 days depending on what you offer (this will make your buyers see you as a serious minded seller) but do ensure you commune with them between this period of work done so as to carry them along. But changes can be made on agreement on both sides before making order for the gig.
- Make sure your instructions are clear enough, this will save the buyers from asking unnecessary questions; ask them to provide the necessary details that will aid your work if available.

Make sure you go through the work offer to see that it aligns with what you are offering or able to work on it without any hitch at the end of the day.

Personal Facts about Creating a Gig

The very first thing is to identify what service you good at rendering; remember your skill iskey in the marketplace. Like I usually say: making money on Fiverr depends on your PASSION and PERSONAL ABILITY. That is why you need to identify your strength and your skills. As previously said, you do not need to be a graduate, school leaver before you can operate on the platform; only your best skills is needed in creating that service (gig) you are very good at.

Once you are done creating one and in the market selling, make sure to never get a negative review; as will be discussed fully on at the later part of this section. Pay attention to details and ensure to be professional enough in your dealings; take time to listen to what they (buyers) will be needing and response to them adequately even when the workload is much; you need to be very sensitive (Emotional Intelligence).

Take into consideration your competitors if you want to remain in the marketplace with relevance. Always ensure to give the very best so as to win customers; although you don't get to know there selling price for their gigs since it's private; offer more than what they seem to offer; cost effective, faster response rate.

Related skills and services:

- Citing myself as a very good example, I knew right from childhood that I have that sight for writing, training, and research. This has really been helping on my finance; I can feel that fulfilment when customers drop their reviews on work done and tell me to continue the good work.
- If you have a good voice, while not opt for the 'music section' where it can be highly appreciated instead of doing something you are less good at; although it's good to force yourself at some works, a friend once told me that this beckons creativity; but are you sure you can endure what it takes?
- Graphics designing is so much okay if you know how to make use of the content; an expert in this field. You can offer to create websites and other related gigs around this.

All I'm saying is that your skill is what sells you; if you are doing something that seems like you forcing it on, it will tell on your delivery; can begin to get turn down after the first set of

jobs due to the ratings given by buyers as not satisfactory enough; you need to develop a good relationship with the customers.

A better help after citing what you want to do is to search and check on profiles of best sellers in this gig service you about rendering; see how his/her profile looks like, I'm not asking you to plagiarise what he/she used up as gig description or title. Make sure your gig is unique.

2.2.2 Promotion on Forum, Social Media and Other Channels

This is another medium of getting your gig alive; alive in this sense is getting it to the public to see (an advert of what service you render). To me, you don't have to spend any money in getting this to the public due to the several channels that is created on the platform and also with links that can get it to the public; social media.

Forum(s)

This is one place to get it into the public; a great deal of awareness is generated here because you definitely will find 'households' (forums) that deal with your gig(s); many forum websites deals with a wide range of topics (gig titles), so find a suitable one that fits your own gig title and introduce yourself to this room starting from Fiverr; never forget to drop your username or a link to your Fiverr account as this is what you will be identified with later if you are going to be contacted. Although, most people believe that you can't get customers by posting your gigs in the forum – it's true because most sellers spam the forum with poor services. However, you can still win customers heart by posting great contents and contributing to various discussions. Check the image below to see how Fiverr forum looks... remember you can access the forum from your main profile, through the "COMMUNITY" in the menu bar.

fiverr®

Search Forum

Fiverr Gigs

Get the inside scoop in this interview with a Fiverr Product Manager

Help us keep our forum clean and friendly. Please review the Do's & Don'ts

TIPS FOR SELLERS



Fiverr's DIRECT DEPOSIT. [ACTIVE - Please discuss new DD feature here]

2 Likes

Announcement

Most recent by [superb_articles](#) 8:07AM

Tips for Sellers

Hey guys, I just checked my revenues page and I observed that Fiverr has a new payment method. It's called "Direct Deposit". ...

VIEWED

304

COMMENTS

32



I will Record Guitar Tracks for you ! (Upgraded the terms to sell my first 5 gigs on Fiverr!)

Started by [rotemcalisir](#) 7:27AM

Tips for Sellers

https://www.fiverr.com/rotemcalisir/lay-down-the-guitars-for-your-trusty-jams?funnel=61cb1f5f-13ab-40d5-be16-6918c0106f4b This is my gig. New to Fiverr but I am a very experienced guitarist! Please hit me up for guitar tracks!

VIEWED

3

COMMENTS

0



how to make attractive gig so that more orders can come?

Started by [rotemcalisir](#) 7:27AM

Tips for Sellers

I have add many gigs in my profile but from 3 months only 1 order has come.I think something is missing in ...

VIEWED

22

COMMENTS

0

Welcome

SIGN IN

Fiverr Tips

Tips for Sellers

9,300

Tips for Buyers

1,748

Podcast

7

Your Fiverr Experience

Fiverr Stories

2,755

Conversations

5,738

Fiverr FAQ

8,743

My Fiverr Gigs

33,245

The Ranting Pot

3,780

Fiverr

News

108

Suggestion Box

2,814

Tweets

Follow

Fiverr

12h

Social Media

This is the most widely used platform for advertisement; millions of people use this and it's known by far and wide for its usage, take the advantage of using it, can bet it will sell you once you present your service in a distinct and attractive way; the traffic on your gig through this medium depends on this. Examples includes: Facebook, twitter, Instagram, and other fun platforms.

Virtually everyone in this new age have a Facebook account and are sharing info that comes there way; yours coming their way won't be a difference also, who knows who's going to see it from there. Most of my buyers are from this section so if you don't have a Facebook account, be sure to create one and paste links that will refer people to your Fiverr account.

Another fast selling ground in the social world is twitter with over 200 thousand tweets and retweets every day and millions of users on the platform. A simple tweet can sell your service and also remember to make use of the hashtag to pass across some vitae about your gig; #fast and quick delivery, and also know that the more your followers the more you are able to pass the message across.

Other medium that can be used include Instagram, craigslist; check on how this platform is being used in this sense, Ads; creating one for your gig is another way of getting the traffic needed.

20

2.2.3 Assessing orders and delivering orders

After setting up your gig(s) and an order has been made by a buyer for your service, and now done to submit back the product of the raw fact given. The simple way to go about submitting this is going to the dashboard; there you will see the buyer's username with the time for the order (also you can make use of this process to check the left time on an order generated by the buyer). Once you click on the tab that contains the username of the buyer, it will open up a new page that contains the order created. The next thing is to go to the message box below the details submitted, just above it is a tab that indicates 'deliver now'. Click on it and it will bring a pop-up box that requires you to upload the attachment of what you want to submit and a message for the buyer (sometimes the gig ordered might be in form of services that requires no attachment or file to be submitted. In the message box for the delivery, briefly describe what you've done and ask for a rating of 5 Star if properly done else it should be returned for modification. As you can see in the image below, the green icon is what you need to click for you to deliver your gig.

The screenshot shows a dashboard with a navigation bar at the top containing: Dashboard, Orders, Sales, Requests, Contacts, Inbox (with a green notification icon), and Settings. The main content area is divided into two columns. The left column displays performance metrics: a circular progress indicator for 'Positive Rating 97%' and 'Response Time 1 Hrs.', a table for 'Response Rate 98%', 'Orders Completed 99%', and 'Delivered on Time 100%'. The right column shows financial and task-related information: 'Sales In Queue' (3), 'Earned This Month' (\$170), 'Open Purchases' (0), and 'Shopping Balance' (\$0). Below this is a 'TO-DOS (2)' section with two items: 'You have unread messages waiting for you 2 messages' (with an envelope icon) and 'You need to deliver your order' (with a box icon and the username 'bessie19840902'). A green 'Deliver Now' button is positioned to the right of the second item.

Sales In Queue	Earned This Month	Open Purchases	Shopping Balance
3	\$170	0	\$0

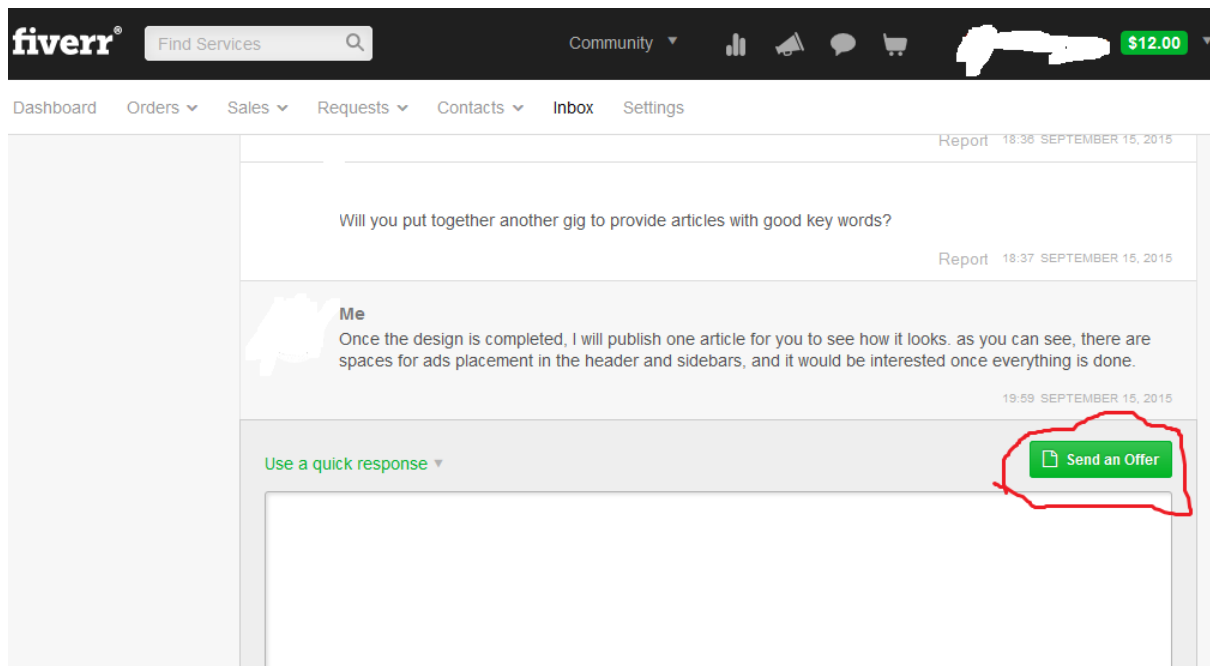
TO-DOS (2)	
	You have unread messages waiting for you 2 messages
	You need to deliver your order bessie19840902

Deliver Now

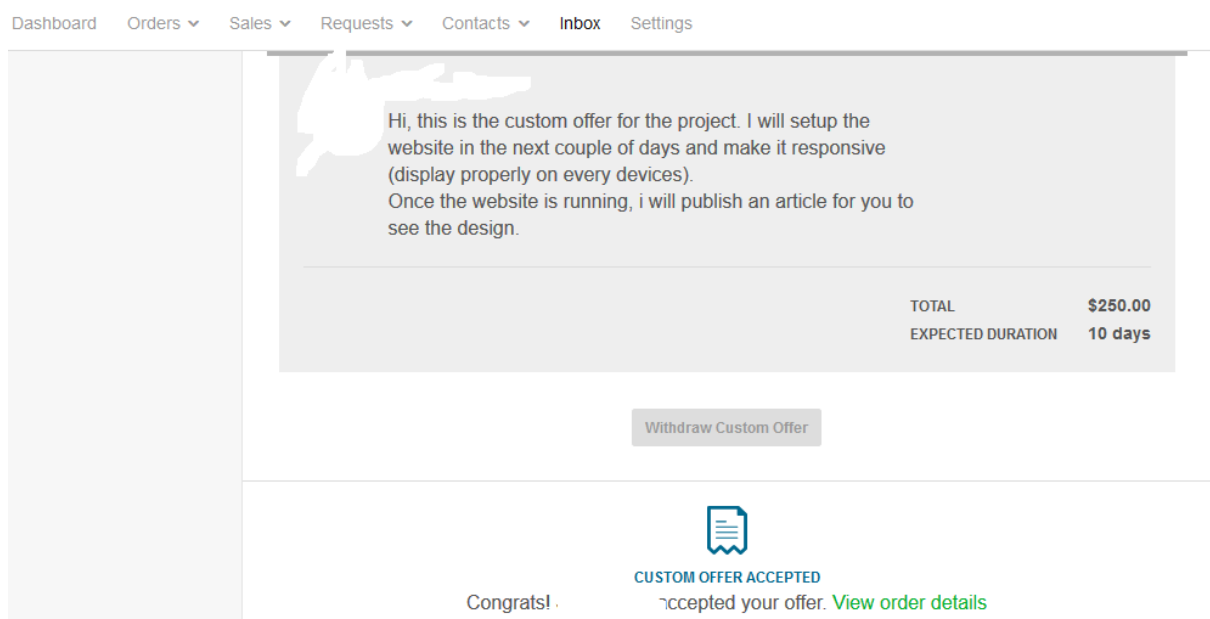
Always make sure that the buyer purchase your gig before you set to work; never let a buyer promise to order at the end of the delivery, it's very risky, no one can be trusted only if he's not a new buyer to you and you can bank on his faithfulness. If a buyer tells you he's new to the platform and can't get the guide to creating an order, send a custom offer.

The custom offer is an order that can be generated right from the conversation page you are on with the prospective buyer; it's labelled on the dialog box frame to the top right corner, 'send a custom offer'. Once you click on this, it will pop up a box that needs you to enter the

project description; simply insert a title for the project, time duration for it to be completed, amount, then you click for it to be submitted to the buyer for confirmation. Once confirmed a notification will be sent to you if you are linking the account with the provided Gmail for notification else it will only be indicated on the platform notification and dashboard. Check the image below for the visuals. The second image below is one of the custom offers I sent to my clients.



As soon as the buyer place a review on the submitted work it will be marked as completed else it will be automatically mark as completed after 3 days of no action from the buyer.



Click on 'save draft' If you are not ready to deliver completed work, this can be open whenever you are ready to deliver.

2.2.4 Cancellation

Few times this happen with me, either the buyer is making an order before contacting and the order is way beyond what I can meet, or 'mistakenly ordered' or an order is made but the buyer is unresponsive by not dropping the necessary details for the work at hand or possibly we are both asking for a mutual cancellation; buyer not seeming to get satisfied with the output provided. The best thing is to make a mutual cancellation for all of this, which is done through the 'resolution centre' on the ordered page; pick a title for your cancellation and drop a message afterwards on that same page and make sure you submit. This will be later seen by the buyer once he comes on the platform and he will either confirm cancellation or otherwise (he has 2 days before it's automatically confirmed as cancelled).

The screenshot shows a user interface for an order. At the top, there is a status bar with a location pin icon and the text "ORDER IN PROGRESS DELIVER SOON" on the left, and a green button labeled "Deliver Your Order" on the right. Below this, the main content area has a tab labeled "ACTIVITY" and a link labeled "RESOLUTION CENTER" which is circled in red. Above the "RESOLUTION CENTER" link, there is a red text label that says "click here to cancel order." Below the link, the order details are shown: "Order #FO32C6394423" with a star icon, a price of "\$30.00", and a date of "September 16, 2015". Below the order details, there is a table with the following columns: "ITEM", "QUANTITY", "DURATION", and "AMOUNT". The table contains one row: "A Custom Order", "x 1", "4 days", and "\$30.00". Below the table, there is a "BRIEF" section with the following text: "I will findout who Ameet is and the company. I will also find out what requirements you need to submit to the police so that they can help you get your mo-ney. if contacting police is becoming tedious, I will have a brief chat with legal practitioner who can investigate the case. Note: I will inform you about the requirements of the legal practitioner. if needed, you might need to provide screenshots of transactions, chat history, and other relevant information."

ITEM	QUANTITY	DURATION	AMOUNT
A Custom Order	x 1	4 days	\$30.00
Total			\$30.00

2.2.5 Reviews/Feedbacks

This will tell further on how much traffic you want on your gigs; no one will offer to get a service from someone with a low rating, so make sure this is on the highest level as much as possible by getting your customers satisfied by whatsoever service you offered. For me, the best way of doing this is asking whether they are fully satisfied by sending them a message

asking when delivering, else they should ask for modification; this simple act will make a buyer happy that one is truly up to the task; customer's satisfaction. There's nothing as good as having a rating between 95 and 100, trust me, it put you at the top of your game. Both parties get to rate themselves at the end of the transaction on the experience with the transaction they had (as soon as the order is deliver and the buyer feel like placing a review); the buyer going first if he chooses to, then the seller will drop a review for the buyer too. This rating will be made public for whosoever is checking on your account (whoever comes across your account either by gig search or whichever link). The image below is an example of delivered order awaiting buyer's review or request for modification.

Your work is done , Please give me 5 star rating and a good comment I really need it :)
thank you!

Review & Complete Order

OR

Request Modification

In case of a poor review by the buyer, amendments can still be made since both parties can remove or edit the reviews placed 3 days after it's placed (a buyer cant remove the review placed by the seller and versa only on contact with the customer support with genuine reasons which will be considered before taking any action).

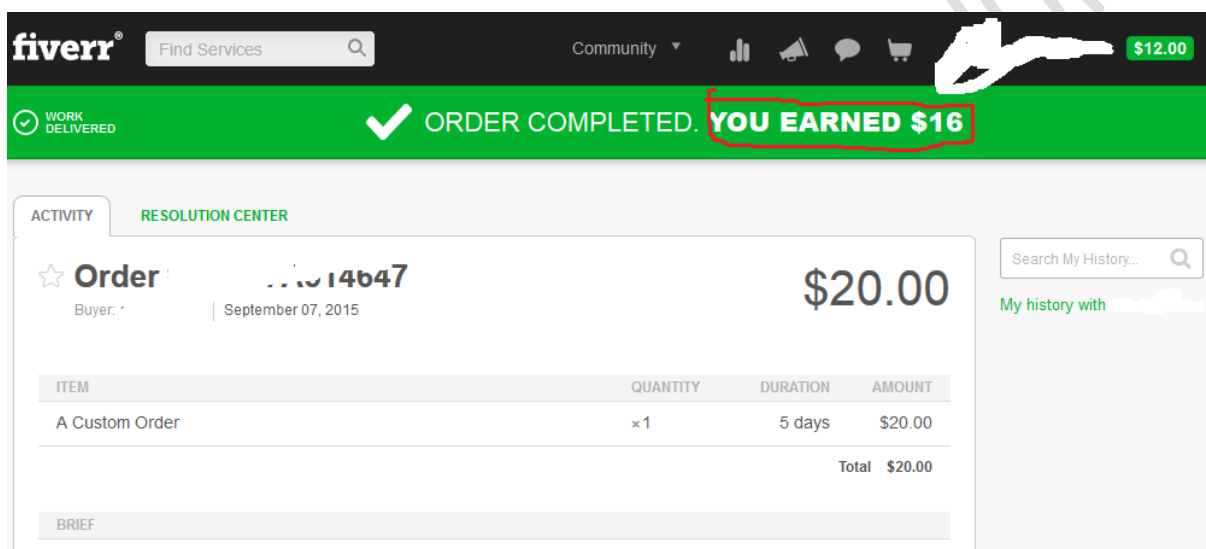
Always make sure your customers are satisfied, asked them if they are, if yes, tell them in a polite way to drop you a 5 STAR POSITIVE REVIEW else tell them to send back for modification. With this you are drawing more traffic to yourself; I have several buyers that were referred from buyers who ordered my gig, if I didn't do a nice job and give them job satisfaction they won't come my way a second time or refer others to me.

When a buyer is not satisfied with the job done by you, tell the buyer to send back for modification and be careful don't let this get late before you redeliver again because it affects your 'delivered on time' response rate. Always make sure to click on the 'redeliver now' tab on the username of the buyer in the dashboard, then 'deliver modified work' while delivering a second time for modification.

You should also know that sellers attain or gain more levels based on their performance (there are specific requirements to reach each level). And each level owns more benefits.

2.2.6 Earnings on gigs

I promised to throw more light on this in this section. On every gig ordered by the buyer, 20% discount is deducted by the platform leaving you to the other 80%. For example, on a 2gig ordered service (10\$), 20% of this is 2\$ meaning that one is left with 8\$. This 8\$ will take 14 days to mature for withdrawal. At the end of the 14th day, withdrawals can be made either by the use of Fiverr revenue card or PayPal account, this will be linked with your Fiverr account. You can register for your free Fiverr revenue card here <http://goo.gl/en3e8o> and earn \$25 dollars free.



The screenshot shows the Fiverr user interface. At the top, there's a navigation bar with the Fiverr logo, a search bar, and various icons. A green banner across the top of the main content area reads "ORDER COMPLETED. YOU EARNED \$16". Below this, the "ACTIVITY" tab is selected, showing details for a specific order. The order is marked as "WORK DELIVERED" and has a status of "RESOLUTION CENTER". The order number is "14647" and the amount is "\$20.00". The order was placed on "September 07, 2015". A table below lists the order items:

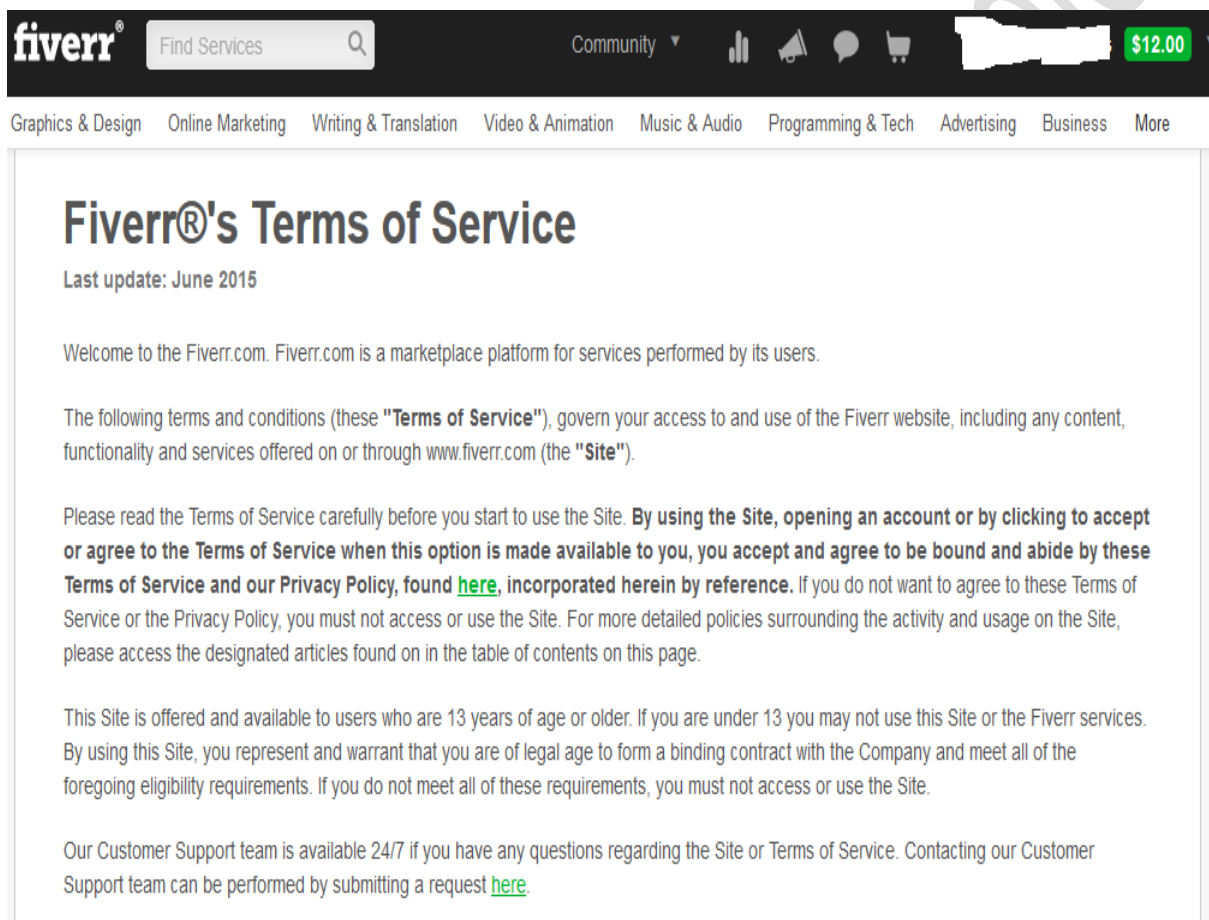
ITEM	QUANTITY	DURATION	AMOUNT
A Custom Order	x 1	5 days	\$20.00
Total			\$20.00

There is also a "BRIEF" section below the table. On the right side, there is a search bar for "My history" and a list of previous orders.

Money can be withdrawn after 14 days that the order has been marked as completed. For top rated sellers, the waiting period is 7 days.

Section 3

Staying Safe on Fiverr and Sustainable Measures



The screenshot shows the Fiverr website interface. At the top, there is a dark navigation bar with the Fiverr logo, a search bar labeled "Find Services", and links for "Community", "Graphics & Design", "Online Marketing", "Writing & Translation", "Video & Animation", "Music & Audio", "Programming & Tech", "Advertising", "Business", and "More". A user profile picture and a balance of "\$12.00" are visible on the right. Below the navigation bar, the main content area is titled "Fiverr®'s Terms of Service" with a subtitle "Last update: June 2015". The text welcomes users to the Fiverr.com marketplace platform and outlines the terms and conditions governing access to and use of the website. It states that by using the site, opening an account, or clicking to accept or agree to the Terms of Service, users accept and agree to be bound and abide by these Terms of Service and the Privacy Policy, found [here](#). It also mentions that users must be 13 years of age or older to use the site. Finally, it provides information about the Customer Support team, stating they are available 24/7 and can be contacted by submitting a request [here](#).

Fiverr®'s Terms of Service
Last update: June 2015

Welcome to the Fiverr.com. Fiverr.com is a marketplace platform for services performed by its users.

The following terms and conditions (these "**Terms of Service**"), govern your access to and use of the Fiverr website, including any content, functionality and services offered on or through [www.fiverr.com](#) (the "**Site**").

Please read the Terms of Service carefully before you start to use the Site. **By using the Site, opening an account or by clicking to accept or agree to the Terms of Service when this option is made available to you, you accept and agree to be bound and abide by these Terms of Service and our Privacy Policy, found [here](#), incorporated herein by reference.** If you do not want to agree to these Terms of Service or the Privacy Policy, you must not access or use the Site. For more detailed policies surrounding the activity and usage on the Site, please access the designated articles found on in the table of contents on this page.

This Site is offered and available to users who are 13 years of age or older. If you are under 13 you may not use this Site or the Fiverr services. By using this Site, you represent and warrant that you are of legal age to form a binding contract with the Company and meet all of the foregoing eligibility requirements. If you do not meet all of these requirements, you must not access or use the Site.

Our Customer Support team is available 24/7 if you have any questions regarding the Site or Terms of Service. Contacting our Customer Support team can be performed by submitting a request [here](#).

3.1 Brief Introduction

This section will address measures by which one should stick with to remain on the platform; rules and regulations of the platform to remain as a member.

3.2 Staying safe on Fiverr and Sustainable Measures

A list of safety measures is defined by this platform, others not well defined but being made use will also be treated. But first I will want you to check on the 'help' page, this contains all I'm going to be discussing on. First to start with, I will list the categories in this section and go into further details on the safety rules. Do ensure to go the page once you are registered to see for yourself; www.Fiverr.com/privacy-policy.

The categories include: Getting Started, Account, Profile, Selling on Fiverr, Buying on Fiverr, Fiverr Faces, Trust and Safety, Frequently Asked Questions (FAQs) and Video Tutorials.

3.2.1 Fiverr's Terms of Service (TOS)

This is part of the basic rules that guides users on this platform; most of it will be explained here and others broken into the subcategories below; but much more advisable to check this yourself.

The entrance age to sign up on Fiverr is age 13 and above. People above this age level are believed to be smart enough to agree with the terms and condition and also to make use of the marketplace.

3.2.2 Multiple accounts

Sellers or Users who have several or multiple accounts and who do offer similar gigs from the same electronic location are of high tendency to be blocked for violations of the Terms and Services of the platform that states that a user is restricted to having one account.

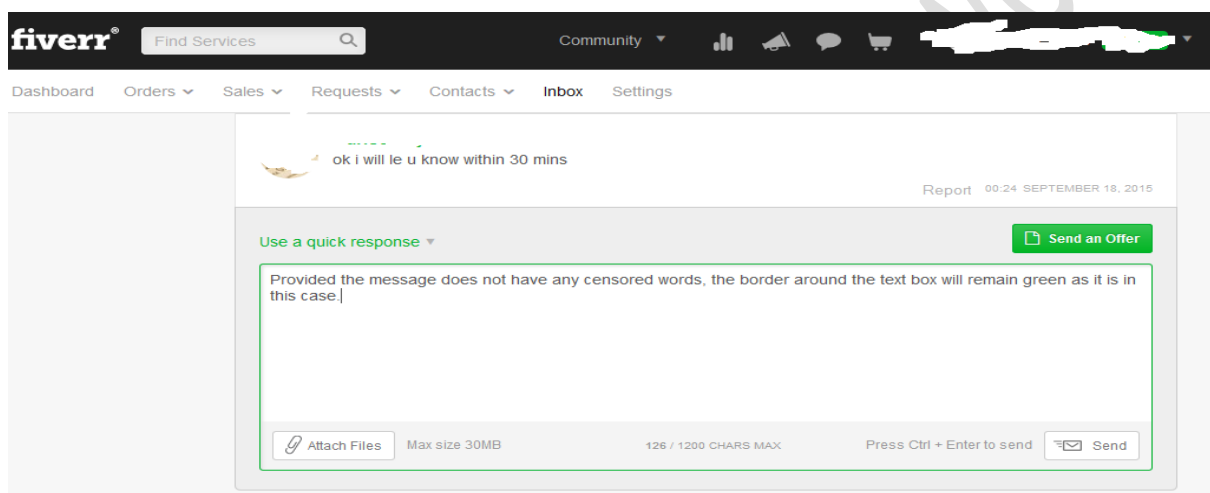
3.2.3 Shipping

Some of the services on this platform can be shipped which may involve physical involvement, there are also rules guiding this also; sellers are responsible for all shipping

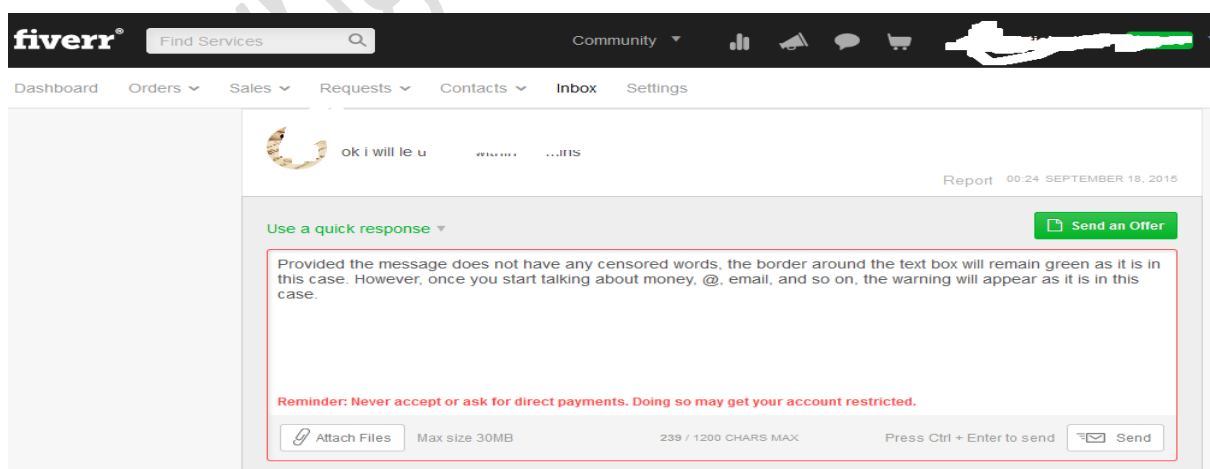
arrangements once the buyer provides the shipping address; also do check for more regulations that binds this party in the terms and condition in the help section.

3.2.4 Censored words and external communication

Be careful and sensitive about the choice of words you use on the platform while communicating with other users; an indicator will come up telling you about the choice of words you using once you going off guard (there's an automatic red pointer along the frame of the message box indicating this; sometimes use of words like money, charge, Email, e.t.c). Here's what you'll see if you enter censored words...



Never share personal details such as contact details, Email addresses, phone numbers, links....this may lead to blocking of the user if detected.



Relate with the customer support unit whenever you see any suspicious or phishing message(s).

3.2.5 Copyrights Terms

This is guided by the Terms of Service of the platform, Privacy Policy, and Intellectual Property Claims policy. Failure to comply with these rules or guides may lead to the closure of such user's account.

Copyright as described by Merriam Webster's Dictionary is the exclusive legal right to reproduce, publish, sell, or distribute the matter and form of something (as a literary, musical, or artistic work). According to the rules on this platform; exclusive rights can include:

- The right to reproduce (copy) or distribute the original work.
- The right to create derivative works based on the original work.
- The right to perform or display the work publicly.

Lists of the work that are protected by the copyrights include:

- Audio-visual works (TV shows, online videos)
- Audio/sound recordings
- Musical compositions
- Visual content including paintings, posters, and advertisements
- Photographs
- Graphics
- Dramatic works, including plays and musicals

Violation of these rights is called copyright infringement.

This can be avoided by taking permission from the rights holder before using the work. Not doing this or making use of work(s) under copyright is against the Terms of Service of the platform and has its own consequences.

3.2.6 Identity Theft

This is a bit similar to the copyrights terms, but I will try and give examples by which you can stay out of this crime; it's surely one without going through the right authorities or protocols.

While working using the internet, always recognise the fact that most works if not all are copyrighted, so make sure to observe this and acknowledge it even when you will be using it; make references to the source.

Another thing you should take note is to read the terms on whatsoever work you are using that is licensed; some works are restricted to an extent that doesn't allow the use of the third person which is you.

Above all, always assume that whichever work you are using that's not yours is protected by the Federal Copyright Law; such as images, videos, web contents and others. This will put you on a safer side to check the terms guiding it.

Examples of such acts include making use of logos, pictures, icons even after making use of Photoshop on the documents; it still needs to be taken by the user asking for permission of use.

3.2.7 Buyers/Sellers Right

I hear so many buyers asking me whether they own what I will be delivering to them; okay, let me summarise this. Ownership and Limitations; unless otherwise stated in the Gig description text, once the work is delivered the buyer owns all intellectual property rights, including and not limited to copyrights of the work delivered by the seller.

When transaction is going on between the buyer and the seller, the product of such work belongs to the buyer which means that the buyer owns the full copyright to such work when delivered to him/her unless stated beforehand by the seller on the Gig page.

'Note: Some Gigs charge additional payments (through Gig Extras) for commercial use.'

The above statement means that purchase of such gig for personal use makes the buyer own all rights to the delivered work without purchasing the Extra. But if intended to be used for commercial business purposes, the Extra would also be purchased by such buyer.

As described by Fiverr; copyright ownership is owned by one of the following outside the platform:

- Author/Creator

- Author/Creator's heir
- Creators of a joint work automatically share copyright ownership unless there is a contrary agreement.
- Anyone to whom the author/creator has given or assigned his/her copyright. This means the author/creator has given up his/her copyright in the work. An example is works made for hire- someone pays a creator for original work including copyrights.

3.2.8 Fiverr Customer's Service and (quick response on twitter and Facebook)

This platform has made activities so simple and communication likewise; the customer support centre is a made easy place that virtually explains all activities and the process to attaining one level to another. It has created solutions to virtually almost all questions that might be asked about the marketplace in the FAQs (Frequently Asked Questions) section. It has a video tutorial that shows stages in setting up an account, and different other sections that are of help to both the newbie and the 'registered' user.

The helps or information in this section includes accordingly: Getting started, Account, Profile, Selling on Fiverr, Buying on Fiverr, Fiverr Faces, Trust & Safety, FAQs, and Video Tutorials all with various subcategories; it also has a made easy page 'submit a request' page where response to whatsoever problem one's having about the marketplace, order made, reports, unclear terms and questions in this series are tendered, answers are generated to this questions by one of the customer's support teams 2 days at most. This has been of great help to me, can remember once, a buyer submitted an order and bought a gig from me. He didn't submit the details of what's to be done; unknown to me the order was placed to be completed in 24 hours by the buyer. It got late, and very late, then it was cancelled by the buyer leaving a negative review on my order page; this draw back all the positive ratings have I've built in months. Seeing the consequences of this on my gig I submitted a request to the customer support, after reviewing what happened the negative review was removed. I later asked myself that what if this support centre wasn't put in place, what would have happened to my gig? Definitely low turn up for purchase!

The second part that I tagged '**quick response to twitter and Facebook**' is known as **IFTTT** on the platform which fully means **If This Then That**; this service helps user sync Fiverr with the available social networks such as Facebook and twitter. This can be made use by both

buyers and sellers; buyers can receive a message on any of their social accounts once an order is completed, or the seller receiving a message when he/she is being given feedback by the buyer on the platform and several other activities. Setting this up is very easy (by creating a recipe):

- Click on 'create recipe' once you are logged in.
- To define trigger, click the word 'this'.
- Afterwards select a trigger channel.
- This will bring out a list, from this select a trigger.
- After this click on 'create trigger'.
- To define the action, click the word 'that'.
- Select which action channel you want; SMS alert whenever someone orders your gig, etc.
- Click 'send me an SMS'.
- Complete the action in your message inbox.
- You can click on the 'ingredient icon' to add fields such as delivery time, gig title, etc.
- Click 'create action'.
- Verify your details and click 'create recipe'.

You will need to add your mobile phone number to receive a SMS message

3.2.6 Some General Rules

Check the rights and permissions that you have access to; more can be seen in the 'help' section.

- Sending or posting of copyright protected, spam, illegal, abusive messages is prohibited and actions will be taken on such individual (account) once reported; anybody can make reports on this by contacting the customer care.
- Violation of the Terms of Service of the platform can lead to blocking of user's account.
- The platform has the right to put any account on restriction or final blocking due to inappropriate use or breach of the terms of service.
- You are restricted to payment only through ordering via the Fiverr order page, any other means is illegal and should be reported.

3.2.7 Account disabled

“Sellers will be able to withdraw their revenues from blocked accounts after a safety period of 45 to 90 days, depending on the reason given to the user by the Customer Support, from the day of the last cleared payment received in their account and subject to Fiverr’s approval”.

Always make sure to contact the customer care about this if your account is blocked or disabled.

Things to know about Account Restriction

- One still have access to the orders made.
- The user cannot place new orders, create new gigs, or communicate with other users through the inbox.
- The user can withdraw the revenue generated once approved by the platform.
- Another reason of account restriction is when there’s a dispute between the user and the payment provider.
- Also when there’s a complaint from the third party or copyrights violation.

The Beginning of Success Stories

If you have been reading other Fiverr materials, you might have noticed that this one is completely different because I do not distract your attention with different sales and earnings screenshot. In fact, I do not intend to show screenshots whatsoever. This material is designed to help everyone understand Fiverr completely. Of course, I have taken time to explain all the major things you need to know as far as Fiverr is concerned. Now that you are well-acquainted, you might want to start selling or buying services right away. Good! You're all set. However, there's one thing I would like to share with you before you setup your account.

Fiverr is highly competitive, and many people are joining every day either as sellers or buyers. If you want to start selling on Fiverr and earn good income, you need to think about the best services that you can offer.

While all attempts have been made to make this material the best, I do not talk about different services that you can start today and begin to make money. Yes, I intentionally leave it because I don't want you to join Fiverr without having solid understanding of how the platform works. Now that you know everything about Fiverr, it's time to start setting up your account and start making money starting from today. As you already know, I am your sincere friend who wants you to succeed. I will assist you further in this freelance business, particularly on Fiverr. Check the next section for the hottest packages that will help you succeed on Fiverr starting from now.

OJASWEB SPECIAL OFFER FOR

I never wanted to share my earnings screenshots on this free guide, but then I remember that most readers want to see some evidences before they can take action. Below are just 8% of my earnings on Fiverr since 2014.

WORK DELIVERED

ORDER COMPLETED. **YOU EARNED \$200**

ACTIVITY

RESOLUTION CENTER

Order #FO21D66BD1C2

Buyer: September 11, 2015

\$250.00

ITEM	QUANTITY	DURATION	AMOUNT
A Custom Order	x 1	10 days	\$250.00
			Total \$250.00

WORK DELIVERED

ORDER COMPLETED. **YOU EARNED \$208**

ACTIVITY

RESOLUTION CENTRE

Order #FO53440EBBD2

Buyer: September 22, 2015

\$260.00

ITEM	QUANTITY	DURATION	AMOUNT
A Custom Order	x 1	10 days	\$260.00
			Total \$260.00

WORK DELIVERED

ORDER COMPLETED. **YOU EARNED \$112**

ACTIVITY

RESOLUTION CENTER

Order #FO5484F24528

Buyer: March 06, 2015

\$140.00

CUSTOM ORDER

Item	Quantity	Duration	Amount

BUYER SUBMITTED INFORMATION

WORK DELIVERED

ORDER COMPLETED. **YOU EARNED \$60**

ACTIVITY

RESOLUTION CENTER

★ Order #FO74FCA971A7

Buyer:

April 02, 2015

\$75.00

BUYER SUBMITTED INFORMATION

WORK DELIVERED

ORDER COMPLETED. **YOU EARNED \$60**

ACTIVITY

RESOLUTION CENTER

★ Order #FO54DFCF45B8

Buyer:

May 02, 2015

\$75.00

[Dashboard](#)
[Buying ▾](#)
[Selling ▾](#)
[Requests ▾](#)
[Contacts ▾](#)
[Inbox](#)
[Settings](#)

Revenues					UPCOMING EARNINGS: \$216
Earned	Withdrawals	Used To Order Gigs	Pending Clearance	Available Funds	
\$3,184	\$3,040	\$80	\$64	\$0	

BUYER SUBMITTED INFORMATION

WORK DELIVERED

ORDER COMPLETED. YOU EARNED \$120

ACTIVITY

RESOLUTION CENTER

☆

Order # [REDACTED]

Buyer: [REDACTED]

May 05, 2016

\$150.00

CUSTOM ORDER

Item	Quantity	Duration	Amount
[REDACTED]	1	1 Day	\$150.00
Total			\$150.00

Search My History...

My history with [REDACTED]

BUYER SUBMITTED INFORMATION

WORK DELIVERED

ORDER COMPLETED. YOU EARNED \$64

ACTIVITY

RESOLUTION CENTER

☆

Order # [REDACTED]

Buyer: [REDACTED]

[REDACTED]

\$80.00

CUSTOM ORDER

Item	Quantity	Duration	Amount
[REDACTED]	1	1 Day	\$80.00
Total			\$80.00

Search My History...

My history with [REDACTED]

BUYER SUBMITTED INFORMATION

WORK DELIVERED

ORDER COMPLETED. YOU EARNED \$20

ACTIVITY

RESOLUTION CENTER

☆

Order # [REDACTED]

Buyer: [REDACTED]

April 18, 2016

\$25.00

Item	Quantity	Duration	Amount
[REDACTED]	1	3 Days	\$5.00
[REDACTED]	1	+ 2 days	\$20.00
Total			\$25.00

Search My History...

My history with [REDACTED]

✓

BUYER SUBMITTED INFORMATION

✓

WORK DELIVERED

✓

ORDER COMPLETED. YOU EARNED \$32

ACTIVITY

RESOLUTION CENTER

☆

Order #

Buyer: | April 20, 2016

\$40.00

CUSTOM ORDER

Item	Quantity	Duration	Amount
	1	3 Days	\$40.00
Total			\$40.00

Search My History...

My history with

✓

BUYER SUBMITTED INFORMATION

✓

WORK DELIVERED

✓

ORDER COMPLETED. YOU EARNED \$76

ACTIVITY

RESOLUTION CENTER

☆

Order #

Buyer: | April 21, 2016

\$95.00

CUSTOM ORDER

Item	Quantity	Duration	Amount
	1	7 Days	\$95.00

Search My History...

My history with

✓

BUYER SUBMITTED INFORMATION

✓

WORK DELIVERED

✓

ORDER COMPLETED. YOU EARNED \$32

ACTIVITY

RESOLUTION CENTER

☆

Order #

Buyer: | April 28, 2016

\$40.00

CUSTOM ORDER

Item	Quantity	Duration	Amount
	1	2 Days	\$30.00
	1	+ 1 day	\$10.00
Total			\$40.00

Search My History...

My history with

BUYER SUBMITTED INFORMATION

WORK DELIVERED

✓

ORDER COMPLETED. YOU EARNED \$136

ACTIVITY

RESOLUTION CENTER

☆ Order #

Buyer: April 29, 2016

\$170.00

CUSTOM ORDER

Item	Quantity	Duration	Amount
	1	1 Day	\$170.00
Total			\$170.00

Search My History...

My history with

BUYER SUBMITTED INFORMATION

WORK DELIVERED

✓

ORDER COMPLETED. YOU EARNED \$76

ACTIVITY

RESOLUTION CENTER

☆ Order #

Buyer: May 03, 2016

\$95.00

Item	Quantity	Duration	Amount

Search My History...

My history with

Dashboard

Buying

Selling

Requests

Contacts

Inbox

Settings

Revenues

UPCOMING EARNINGS: \$40

If these proves are not enough to motivate you, then you need to see T.B Joshua for special prayer session.

HOTTEST DEAL

Discover the Easiest Method to set up your Fiverr account and make money starting from now...

Do for you fiverr package that will pull in unlimited order starting from the next day. This secret was discovered late 2015 and now rocking like mad. No, there's nothing like no **ORDER**. You will complain of too many orders. This secret will increase your gig impression overnight and make your service appear on the homepage.

But you know what? The cost is \$12,500.

This is a one time opportunity for you to start making money online.

Other packages are:

- Facebook likes software#4,000
- Backlinks Software.....#3,000
- Traffic Generation Software.....#3,500

www.ojasweb.com

- Logo Creation Tools#3,500
- Landing Pages Pack#7,000
- Keyword Research Tool#3,000
- Graphic Pack, etc.....#9,000
- Premium VPN service.....\$40/year
- **USA, UK, CANADA ACCOUNT CREATION AND TRAINING.....\$10**

Buy any of these tools or templates and get **FREE SUPPORT, FREE GIG ACTIVATION**, and other unbeatable benefits.

HOW TO GET YOUR COPY OF ANY OF MY SPECIAL PACKAGES

Pay the equivalent amount for the package you wish to purchase to the account details below. However, if you want to buy any 3 of the packages (excluding the landing page pack, graphics pack, and VPN) pay the sum of 7,000 naira to the account below and follow the confirmation instruction. For fiverr **FEATURED GIG SECRETS**, pay the sum of **#12,500** to the account below and follow the instructions.

BANK = UBA

NAME = OJAJUNI OLUWOLE

ACCOUNT NUMBER = 2072518184

After payment, send your payment detail to info@ojasweb.com or contact me on

WhatsApp 2348060380375

FOR ONE TO ONE TRAINING AND SUPPORT, PAY THE SUM OF 6,500 NAIRA TO THE ACCOUNT ABOVE AND SEND YOUR PAYMENT DETAIL TO ME for confirmation.

Do you still doubt me? My company **Ojasweb Digital Solution** has been registered with the Nigerian Corporate Affairs Commission, and you can find more about me at www.ojasweb.com or www.linkedin.com/in/oajuniwole.

BEST WISHES!!!

www.ojasweb.com

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