

MORE TIME, MORE MONEY

100 Ways

To Gain More Time & Make More Money



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More Time, More Money: 100 Ways to Gain More Time & Make More Money

Have you grown tired and fed up slaving for ten to twelve hours every single day, earning just a little over the minimum wage?

Like many, you may feel like your desk has become more of a prison cell that has kept you all locked away from the rest of civilization. And still, you find yourself living from paycheck to paycheck.

Time, they say, is money.

If that's the case, this brings home the fact that some people are certainly making a whole lot more money in the same amount of time you are willing to put in, or even at a considerably far lesser time.

By now, you have probably deduced the fact that there has got to be a better way to play the money-making game.

Yes. In fact, there are a hundred different better ways to play the game.

It is possible to earn more by working less. You've seen other people do it. It's time to write your own success story and make it happen in your life.

While increasing your productivity will give you twice as much return, discovering a far better way to play the game will possibly bring you twenty times or more return.

**The surprising wealth-building
secret**

According to Robert Collier, “Success they say is the sum of small efforts, repeated day in and day out.”

Every single time you find a better way of doing something -- whether it's a faster route to earning that salary raise or a more efficient approach to going through your daily emails -- you unlock a powerful solution to earning more simply because your time has become more valuable and now worth more money.

But the question is how do you exactly do that? How do you get to the point where you spend lesser amount of time working and yet earning better?

The “secrets” to earning more are actually all around you. You probably have next door neighbors who are raking in a fortune doing things you never have even thought of.

Time is money.

It's about time you figure out how highly successful people spend their valuable time.

1 Learn the money-making potential of affiliate programs.

This is one popular and very effective way to earn passive income, which is derived from setting up a website that pre-sells company products. In this setup, the company provides the products along with the programming code that tracks down sales, of which you will be given a commission for every successful sale. Find companies that are known to offer bigger commissions as well as track down clients who are highly likely to make multiple purchases over extended period of time, which will generate recurring commissions.

2 Create information products such as eBooks.

The web provides a great way to create and sell an eBook that explains “How To” information, such as How to Start Your Online Business, or any other topic designed to provide information on how to make life easier for people. There is a huge demand of information, which is something you can capitalize on. The great thing with eBook is it's easier to create, which you can complete at a short amount time. Once done, you simply have to come up with a website, secure a web hosting service and set up your own online marketing in place. This will make it possible for your eBooks available for purchase 24 hours a day, for several years to come, with the possibility of earning income while you sleep.

3 Earn passive residual income through advertising commissions.

If you own a website or you are planning to own one, work on attracting visitors or generating web traffic by providing relevant, original and fresh

content to attract people to visit your sites. By allowing banner placements or links on your site at a certain fee, you can look forward to collecting passive residual income every month.

4 Become a reseller of web hosting services or domain registration.

Offer web hosting service wherein you simply pay a monthly fee and resell the service at a certain subscription charge to your customers. However, if you are planning to engage in this type of service, it is important to be thoroughly familiar and knowledgeable with the web hosting service in order to provide prompt and reliable support to your customers.

5 Master the art of salary negotiation.

During job interviews, instead of waiting for the salary conversation to be tackled, you can go right ahead and ask the interviewer/recruiter the expected salary of the position you are applying for. This way you don't have to waste time going back and forth with negotiations since you already know the figures and can decide ahead of time if it's something viable enough for you to pursue your application.

6 Keep your emails short and concise.

Instead of spending precious minutes composing long and winding emails, keep everything short and to the point. Firstly, your subject line should be informative so your recipients will know if it is something they need to prioritize. When conveying your message in a direct manner, make sure to avoid constructing sentences in passive voice.

7 Get business and sales leads efficiently by directly asking people if they have a problem you can help resolve.

For example, if you are offering web design services, instead of checking out if there are people interested in having a new website, ask direct questions, such as “Who among you isn’t happy with their current website?” This effectively cuts down the chase and you get to save significant amount of time when it comes to getting responses.

8 When it comes to working with a team, most of the time 80% accurate is good enough.

As you know, time is money and most of the time large projects have time-constraints. If you are working with a team, achieving 80% accuracy is almost always good enough. You can leave the remaining 20% for the practicing or testing phase, where you can work out the finer details. Keep in mind that getting the job done right and on time is more important than getting all the details right.

9 Talk to a human customer service representative.

When calling customer service, instead of talking to an automated machine, get faster and more efficient resolution and support by going straight to a real person. If you have an important or urgent complaint, try to check contacthelp.com or gethuman.com if there is a code for the specific company you need to call and bypass the automated systems.

10 Master the art of saying “No.”

Before making any commitments, evaluate your current workload and respect your limits. Learning to say no will not only free up your time but will also save you from a lot of stress. Successful people know what they want and have no trouble being decisive, putting their foot down on something and saying no.

11. Learn the art of delegation.

If you are the type of person used to doing everything on your own or you have difficulty of letting go, keep in mind that you do not have enough hours in the day to do and attend to everything. This is a very important value every managers and leaders should learn and accept. Reduce your workload and enhance efficiency by learning to delegate tasks.

12 Study to get training for a specialized skill.

These days, a highly desirable and specialized skill set can propel you from being just an ordinary employee to a more valuable one. Take time to determine what are the most valuable and in demand skills in your industry and check if it is something that you can learn to acquire during your spare time.

13 Earn a higher qualification or degree.

There are certain job sectors that require having a certain degree, specialized training or certificate in order to qualify you to a higher pay scale. While this route may be financially challenging and time consuming, it can increase your qualifications and make you eligible for promotions or higher designations, which can prove to be a good and rewarding investment in the long run. Whether it's an MBA degree or a Six Sigma Black Belt, check out if spending on night classes and seminars can turn out to be feasible investments. There are

also companies that sponsor further education for qualified employees, so take time to discuss this with your company's Human Resource Department.

14 Consider changing your work hours or telecommuting.

If your employer is unable or unwilling to give you a salary raise in compensation of the amount of work you do, try to negotiate adjusting your work hours or discuss telecommuting options. However, this may not work for a number of industries but if you can complete most of your work from home, then it's definitely worth asking. You can also evaluate your work hours and check if working on another shift can help your productivity or open up more time to pursue other money-making opportunities.

15 Instead of working as a full-timer, consider becoming a consultant.

If you are constantly working above and beyond the regular 40-hour work week, you may want to explore the idea of working as an hourly consultant, if it is more feasible financially. While this may not mean you work any less, this offers you more flexible work hours, thereby allowing you to take on additional clients and earn extra income instead of working full-time and not getting overtime pay.

16 Demand a salary raise if you are doing more or contributing significantly.

If you feel you deserve a raise for the amount of profit you are bringing in to your company or you are doing more work than you are originally hired to do, by all means ask for a raise based on your performance. You can time your

request for a raise after a performance review. If you prove to be a great asset to the company, the management won't mind paying you more to retain your services.

17 Find an efficient way of doing repetitive tasks.

If your work or day to day tasks require you to attend to repetitive tasks on regular basis, instead of spending a significant amount of time completing them, try to figure out how you can automate or streamline the entire process. There are a lot of online applications and software products online designed to cut down the nitty-gritty stuff. Make use of free apps, which can significantly cut down the amount of time to complete a certain task. If you feel it's time to purchase paid software, bring this up with the management and make sure to come armed with reasons to justify the expense. Overall, these software can help in significantly increasing productivity, accuracy and provide easy access to organized information.

18 Consider changing jobs or making a bold career move.

If you feel your career is facing a dead end and there is no opportunity to transition into a more rewarding and healthier work-life balance with your current job, consider exploring better opportunities. Find a new work environment where your experience and skills are greatly valued. The bottom line here is, if you are overworked and underpaid, it's time you do something about it.

19 Consider taking on freelance writing jobs.

If you have a flair for writing or possess a solid grasp of good grammar, communication and spelling, you may want to seek opportunities for freelance

writing jobs. You can contribute articles to magazines, newspapers and other local periodicals to earn extra income. Gradually build your portfolio and work your way towards establishing credibility.

20 Teach a language.

Do you know and speak another language? Or maybe you have strong command of the English language to qualify you to teach it? This is an in demand skill that can open up great money making opportunities.

21 Perform Internet research jobs.

If you are confident that you know your way around the web, you can offer your skill as an online researcher to local businesses.

22 Become a “green” consultant.

People are keen on making lifestyle changes that can result to using less energy for their home. This is a huge industry that can help you rake in significant profit by evaluating homes and making recommendations on how to become “green”. Over time, you can also sell your services to companies.

23 Sell organic produce.

If you love gardening and know organic methods, consider selling organic produce. Depending on just how large your harvest is, you can offer “in season” organic vegetables as well as fresh herbs to restaurants. Chefs are always keeping an eye on suppliers that offer the best and the freshest.

24 Sell antiques and vintage pieces on eBay.

If you have good knowledge on antiques, spend your weekends scouting among thrift stores and garage sales as well as flea markets where you can

potentially score old, valuable treasures on the cheap. Conduct a bit of a research and auction it off on eBay.

25 Get paid to shop.

There are a number of companies that actually hire people to perform what is known as “mystery shopping” and report their experiences to companies. When engaging in this type of job, you need to make sure to be fair and you possess a good grasp and understanding of the industry.

26 Decorate cakes.

If you love to bake, earn money on the side making and decorating cakes. Show off your baking prowess and offer to bake pastries as well as other goodies to local office break rooms, small coffee shops, local deli, etc.

27 Make and sell jams and jellies.

If you know how to can and preserve jams and jellies the old fashion way, you can make a large batch and sell jams and jellies that are in season. You can either choose to sell it among friends and colleagues, to a local market or even over the Internet.

28 Make money out of your photos.

If you own a fancy camera and you have a flair for taking stunning photos, put it to good use by offering your services to special events such as weddings, parties and corporate functions. You can also post them to online sites and make money every time someone decides to download and use it.

29 Take time to sort out your savings.

To earn more money, you need to make sure all your savings are working hard to earn profit. If you have a lump sum of money that you are prepared to put away for about 12 months or longer then get a fixed-rate account.

30 Take in a lodger.

While most people spend a fortune to own a home, how about making your home earn and generate its own profit? If you have a spare room, consider renting it out and earn extra income on the side.

31 Rent out a car parking space.

If you are living close to the city center, or near a football stadium or train station, and you have a garage or parking space that you don't exactly use, it's a proverbial goldmine right under your nose. Rent your parking space to commuters or concert/game event fan and earn extra money on the side.

32 Sell on eBay.

You know what they say about one man's rubbish can turn out to be another man's treasure. If you have too many unused possessions that are taking up permanent residency in your basement and cramping your home, then consider auctioning pieces on eBay and earn money.

33 Answer paid surveys.

There are a number of online surveys available where you will be rewarded for your opinions, either through reward vouchers or cash.

34 Offer virtual assistance services.

With a growing number of web-based businesses today, virtual assistance services are now on very high demand. A lot of companies and people use the services of a virtual assistance to conduct researches, perform time-consuming jobs, find things and make phone calls, etc.

35 Make money by hosting an online forum.

Software such as SebFlipper has the ability to host a number of separate forums under a single server. You can make money by charging forum operators or owners for your hosting service. You can also offer this service for free and post your ads and banners on their forums to generate income.

36 Do podcasting.

This is similar to video or voice blogging where you can talk about some interesting topics and make money from the ads show. If you have a gift for gab, and you feel you can provide relevant information or interesting opinions, you can reach out to hundreds of subscribers through this platform.

37 Plan your day ahead and stick to it.

If you have try planning out your day and anticipate the possible roadblocks, you will find that you are better prepared to tackle challenges and deflect issues with more ease. This will help ensure you will have a more productive day.

38 Break down your large plans into more manageable milestones.

Try to achieve something worthwhile every day. If you plan out your goals and set schedules and timelines, you have more motivation not to slack off or procrastinate.

39 Start your day by tackling first the more difficult and the time-consuming tasks.

This is the time where you still have full energy to go through everything before gradually moving on to easier ones.

40 Learn to best deal with interruptions in a decisive and assertive manner.

Do not allow the trivial concerns of others distract you from your purpose. This does not necessarily mean you need to be rude and offensive. Instead, learn to be firm and prioritize important things instead of constantly ending up accommodating other people's concerns.

41 Stop procrastinating.

Train yourself to avoid wasting time worrying or dawdling, which only increases your unproductivity. Remember, time is money. If you are constantly paralyzed with worry, schedule your 'worry time' at the end of each day so you can stay focused to tackle outstanding work and more important concerns.

**How To Get Rich Even If You
Have No Clue About
Technology**

42 Manage your clutter.

Make sure everything is in its proper place, this will save you time from constantly searching for misplaced items. A tidy desk can significantly help enhance productivity.

43 Stick to your priorities.

Don't get into the habit of cancelling or putting off things you can accomplish today. While one might say, you still have enough time tomorrow, it's another day to face with a whole new set of challenges.

44 Learn to batch process.

Bunch all the small and menial tasks that are not important. Instead of going to and fro attending to small things all throughout the day, which only interrupt and distract you from more important tasks, bundle or batch them together and go through them one set at a time. You can create a list of the small task and with only an hour or so left in your work day, start processing these tasks as quickly as possible, and crossing each one off your list.

45 Brown bag it.

While making and bringing your own lunch to work is not exactly life-changing, it saves you the unnecessary expense, free up more of your time by working through lunch and gives you better control of what you eat.

46 Take on high profile projects.

If you are constantly working on the sidelines, doing less important things, your accomplishments will certainly not make you a star, nor will it take you far. Instead, try to volunteer for bigger projects, the very ones that will carve your

name and bring recognition to the company. If you have the expertise and confidence but there is a lack of worthwhile projects, consider coming up with your own. If you do well, these large and high-profile projects can make a huge impact on your career and life. These are the accomplishments that can enhance your portfolio.

47 Bank your salary raise.

If you were finally given a raise, don't immediately go into thinking of ways how to spend your extra money. Avoid increasing your expenditures. Instead, consider putting the entire amount in the bank.

48 Carefully organize your files and desk.

While they say creative minds can make sense of their own chaos, it can also add to stress and hamper your productivity. Label your folders accordingly and throw out papers and documents that can be discarded.

49 Tidy your to-do list.

If your to-do list is about a mile long, go through each one and determine which ones are unnecessary. Develop the habit of eliminating unnecessary stuff and learn to simplify your life.

50 Get rid of distractions.

Eliminate all the unnecessary distractions such as IM and email alerts, Twitter and other social networking sites. In fact, if possible, you should consider turning off the Internet. You can also wear headphones so you will not be distracted with regular office noise.

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