



## Before You Begin, Be Sure

1. Why am I excited about this project/client?

2. Does this project/client fit with my long-term goals?

3. What problems do I anticipate working on this project/with this client

4. What estimates can I make about this project/client in terms of my resources? EX: How much time will this project take me?

### Bottom Line:

It's easy to get excited about a project or a client, and forget that you've got long-term goals and a vision to stick to. Want to be sure this is the right project/client for you? Fill out a Before Form after each initial meeting with a client, while your thoughts are still fresh in your mind. You may just find that you can have your cake, AND eat it too!



## After You're Done, Assess

1. How do I feel about this project/client now that the work is completed?

2. Did this work help further my long-term goals?

3. What problems did I face in comparison to the ones I anticipated?

4. How did my estimates compare to the amount of resources I actually used on this project/client?

### Bottom Line:

It's easy to get excited about a project or a client, and forget that you've got long-term goals and a vision to stick to. Filling out an After Form when you've completed all the work, helps you gauge your performance and whether or not you'd do it again. You'll develop better instincts and make better choices. Now that's a Freelancing Super Power!