



TRANSCRIPTION SAMPLE

Link:

<https://docs.google.com/document/d/1ObFOEiyPC9tdVBnY7KsmfW4WRx2nfHxhxMxGmmkYHOw/edit>

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{Intro}

Why do I believe that all freelancers should have a Grammarly Account?

Number one (1) Because it helps is with our online editing and writing.

Number two (2) It boosts our communication skills when we're sending emails or when we're chatting to our clients or fellow freelancers.

Number three (3) It allows us to grow as an online professional because the more we're using it, the more that we're aware of the right grammar.

Now in order for you to get started with Grammarly, of course, you have to ensure that it is added to your Google Chrome plugin. So in order to do that, you have to go to Google.com and then search for Grammarly alright, right there and then search the one that says For Chrome okay. So when you do that, it should have the option add as an extension okay. Right now it says remove from Chrome because I have it in my plugin okay, this green icon right here. However, if it's not, it should say that add as an extension, alright. So we don't do that now so once you click this one here, it should say add as an extension. You should be able to get this right here alright, and you're set, no problem anymore. You're good to go when it comes to your text, when it comes to your writing piece, when it comes to your article, because Grammarly will go ahead and edit it for you. Will give suggestions when it comes to the right grammar, the right spelling okay, so it's even right here. You can even make the sentence more concise. You can go ahead and improve your word choice. You can, you know of course as I mentioned earlier you know, you will become more confident. So it will give you a lot of option or will really help you as a freelancer.

So let's go ahead and try, so for example right here I pre-added this earlier so, for example, this is a test you know supposedly it should be "This is a test posts" or a test text, okay but I, I intentionally added a few characters in here and this right here okay, the one that's giving us a suggestion or okay if I'm going to even go and do that, it's the Grammarly that's working for us okay. So "This test post or "This is a test..." if I'm going to do that you know that one right there is not anymore an option or it's not giving me the highlight anymore that it's red why? Because now it's saying that it's fine okay.

So I'm going to try again and to make it wrong. So "This is a test posting" or "postings" okay. Let's go ahead and try, so okay. So there you go, alright. It's giving us an option okay that it should, it should say "This test postings" okay or even giving us another option again okay, it can be "This test postings" or "These test postings". So that's how Grammarly can help you when it comes to your communication skills via email. So this is what it's doing right now. So this is why I really would like to encourage you guys and this is under a free account, I did not pay anything, of course, there is a paid Premium account and you can have more, you can make it concise, there are a lot more features but you can utilize this under the free account.

So let's go ahead and try when we're posting in Facebook. So I again added this earlier, so it's doing the same thing again, okay. "This is a test post", okay. So I'm going to put here "Filipino Virtual Assisted" alright, you know like have it wrong, okay. It's loading right here and it should give us an idea if this is correct or wrong. So far it is not doing anything okay, how about...because this is in, let me just go ahead and try this one, okay "This is a test postment" okay, there you go. So automatically it suggested something because this is wrong. So when you're writing something especially if you're like me I think a lot and sometimes I'm not mindful with my writing, alright. Sometimes I have to go back and edit it, sometimes I have to go back and really ensure that I'm delivering what I want to say because sometimes my mind can go really fast and I could not really go along, you know when it comes to writing it all, you know, sometimes I would miss something, okay. Maybe a word, maybe a grammar, maybe you know the subject-verb agreement, you know the right tense. But the beauty of this, even if you're like me or even if you're struggling when it comes to your English communications or editing or proofreading, Grammarly will do it for you. So it's really helpful when it comes to our freelancing.

Here's another piece right here. So this is an article here okay. This was submitted by one of our students, you know when it comes to their transcription...(*audio not audible for few seconds*)...and one of the tasks and even a freelancing niche or a skill that a freelancer can do or focus is transcription, okay. So in here, alright, if we are going to see red that means that okay it's not correct, okay. So it should be "many" in here, it says here "maybe" instead of one word, it should be two words, alright. So there you go, I think it's all correct now. So with this one, alright, we have seen how Grammarly was able to help us with our email, with our social media posts and even with an article writing or transcription. So, Grammarly is one tool that all freelancers should be utilizing. Because it will help us and empower us to be more confident

with our communications skills, with our article writing, content writing. And even if we're doing this more often, we would be more mindful with the grammar rules and we will become a better online professional or online freelancer.

I hope this has been helpful. Let us know how we can continue to assist you with your freelancing success. I will see you again on the next video.

Bye everyone and God bless you.