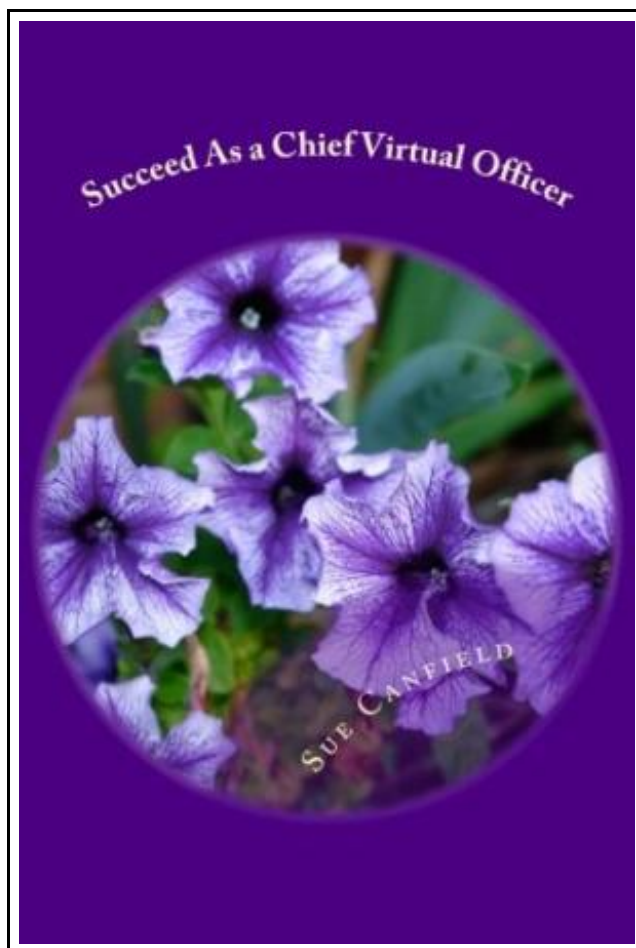


## Succeed as a Chief Virtual Officer: Setting Up a Successful Virtual Assistant Business (Paperback)



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Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.What is a Chief Virtual Officer? My philosophy revolves around the idea that you, the virtual assistant, are now a business owner. However, I've found that often business owners, and even virtual assistants themselves, view a virtual assistant (VA) as little more than another employee. This view can make it challenging to convey the true value a virtual assistant can provide a business owner. It also makes it challenging for the VA to present their business in the best professional setting. That's why I decided to call the VAs I coach Chief Virtual Officers. After all, you are the chief officer of your business. This title more accurately reflects the VA's position as a business owner. About This Book This book is designed in such a way that a Chief Virtual Officer can use it as a workbook, work through it on their own, at their own pace, and develop the mindset needed to run a successful virtual assistant business. The book has been designed with large margins and plenty of space to write notes. Topics Include: Are you Chief Virtual Officer Material? Setting Up Your Business Identifying Your Ideal Client and Target Market Marketing Your Services Communicating With Your Client Referrals and Testimonials Sub-Contracting Collaborating with Other Chief Virtual Officers Samples Included: Marketing Plan Marketing Calendar Pre-Contract Questionnaire Contract Blog Questionnaire Self-Promotion Questionnaire.



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Oxford University Press, United Kingdom, 2011. Hardback. Book Condition: New. 176 x 152 mm. Language: English . Brand New Book. Read With Biff, Chip and Kipper is the UK s best-selling home reading series. It

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**ASPCA Kids: Rescue Readers: I Am Picasso (Paperback)**

Studio Fun International, United States, 2015. Paperback. Book Condition: New. Debra Melman (illustrator). 216 x 152 mm. Language: English . Brand New Book. Fourth in the ASPCA Rescue Readers series, this Level 2 reader follows

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Penguin Books Australia, Australia, 1994. Paperback. Book Condition: New. James Marshall (illustrator). Reprint. 229 x 147 mm. Language: English . Brand New Book. Using their cache of already published easy-to-read books, Puffin launched their Easy-to-Read

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