# 

* **Step 1:** Be Clear About Your Objectives
* **Step 2:** Itemize The Tasks That Are More Likely To Help You Achieve Your Objectives
* **Step 3:** Clearly Describe The Benefits Of The Tasks
* **Step 4:** Describe The Tasks In Writing
* **Step 5:** Streamline Each Task's Operations
* **Step 6:** Try Out The Task Yourself And Find The Most Efficient Solution
* **Step 7:** Try To Remove All Complexity From Each Task Step
* **Step 8:** Write Step-By-Step Instructions With Clear Examples
* **Step 9:** Make Sure Your Instructions Are Clear Regarding Deliverables
* **Step 10:** Hit All The Major Freelancing Platforms And Post Your Ad
* **Step 11:** Try Out Several Contractors
* **Step 12:** Compare Contractors' Results
* **Step 13:** Pick The Most Scalable Contractor