

ONLINE BUSINESS MADE SIMPLE

The Retiree's Starter Guide to Earning Online

3 Skills You Can Learn This Week (No Tech Headaches, No Big Budget)



This short guide highlights three beginner-friendly skills that can start producing value (and income) quickly—without overwhelm. Pick one, follow the mini action plan, and get your first small win this week.

How to Use This Guide

1) Skim all three skills. 2) Choose one that feels enjoyable. 3) Follow the 7day plan. 4) Keep it simple—progress beats perfection.



Quick-Start Checklist

- Choose ONE skill to focus on this week.
- Schedule 30–60 minutes a day on your calendar (protect this time).
- Create a simple learning notebook (paper or digital). Sign into the
- starter tools listed for your chosen skill. Do the Day 1 action today—
- don't wait for perfect.

Tip: If you feel stuck, shrink the task. Five focused minutes beats no minutes.

Skill #1 — Writing for the Web

What it is

Simple, helpful writing for blogs, newsletters, or product pages. Businesses pay for clear, useful words.

Where money comes from

Short blog posts, basic SEO articles, product descriptions, and email newsletters for small businesses.

Free starter tools

Google Docs, Grammarly (free), and a free blog on WordPress.com or Medium to practice.

Your first 60-minute sprint

Pick a topic you know (e.g., travel, gardening). Draft 200–300 words answering one question. Don't edit as you write—just get words down.

7-Day Micro-Plan

- Day 1: Draft a 200–300-word answer to a common question. Day 2: Edit for
- clarity. Add a helpful subheading and a 1-sentence summary. Day 3: Post it
- (or save as PDF) and share with one friend for feedback. Day 4: Draft a
- second short piece using the same template. Day 5: Edit and add 2 bullets
- points of practical tips. Day 6: Create a simple portfolio doc with your 2
- samples. Day 7: Email one local business or friend: “Would this kind of writing help you?”

Skill #2 — Canva & Simple Digital Products

What it is

Use Canva to design simple, useful printables (checklists, planners, trackers) or social graphics.

Where money comes from

Selling printables on Etsy/Gumroad or creating graphics for small businesses and community groups.

Free starter tools

Canva (free), Google Drive, and a free Etsy/Gumroad account for later.

Your first 60-minute sprint

Open Canva → Search “Checklist” checklist you know well.

7-Day Micro-Plan → Choose a free template → Replace text with a 10- item

- Day 1: Make a 1-page checklist in Canva (export as PDF). Day 2: Make
- a matching 2nd page (tips or tracker). Day 3: Add your name/brand in
- the footer (TGA). Day 4: Create product images (use Canva mockups).
- Day 5: Package as a ZIP (PDF + images). Day 6: Ask two people for
- feedback and one use-case. Day 7: List it privately on Etsy or share a free download link to test interest.

Skill #3 — Tutoring/Coaching (Your Knowledge, One to One)

What it is

Help someone learn faster by sharing what you already know (math, language, software, DIY—even tennis!).

Where money comes from

Paid 30–60 minute sessions on Zoom/Meet; packages for 4 sessions; or small group workshops.

Free starter tools

Google Meet/Zoom (free), Google Calendar, and a simple booking form (Google Form).

Your first 60-minute sprint

Outline a 30-minute session: 1) Quick goal, 2) 15-minute lesson, 3) 10-minute practice, 4) 5-minute next steps.

7-Day Micro-Plan

- Day 1: Choose a topic you can teach confidently to a beginner.
- Day 2: Draft a simple 30-minute session outline. Day 3: Invite one friend to a free practice session. Day 4: Run the session; ask what was most helpful. Day 5: Add a PDF handout (made in Google Docs or Canva). Day 6: Create a simple booking form with two time options. Day 7: Offer two paid sessions to your network at a friendly rate.

Your 7-Day Starter Plan (Any Skill)

- Day 1: Pick ONE skill and do the first 60-minute sprint.
- Day 2: Improve your first draft/design/outline by 10%.
- Day 3: Share with one person for feedback.
- Day 4: Create a second sample (keep it simple).
- Day 5: Package your two samples (PDF or images).
- Day 6: Ask one person if they'd use this. Note their words.
- Day 7: Make a tiny public offer (free or paid) to test demand.

Next Step

Reply to this email with the word "GUIDE" and tell me which skill you'll start with. I'll send a follow-up checklist and extra resources.

