

GIVE IT A TRY

Start with an open mind. Here are a few (FREE!) apps we love that are worth a try. Remember, it won't break. Just start experimenting and have fun!

BEGINNERS START HERE!

SIMPLENOTE

www.simplenote.com

Basic note taking app that allows you to sync notes across devices and platforms.

Good for: Note taking in meetings, basic list making (share grocery lists!), drafting text with no formatting to copy & paste.

SCANBOT

<https://scanbot.io/en/index.html>

High quality scanning app. Use your phone or tablet camera to turn any photo into a PDF, then email, save to a cloud-based drive, or share it. You can even send faxes (does anyone still fax?!).

Good for: Scanning receipts, documents, QR codes, and more.

WORK TOGETHER

JOIN.ME

<https://www.join.me/>

Host and share your screen on a conference call.

Good for: Webinars, video conferences, and screen sharing.

ZOOM

<https://zoom.us/>

Free video conferencing, webinars, and conference lines.

TRELLO

<https://trello.com/>

Manage projects, assign tasks to team members, create to-dos.



MAKE YOUR PRESENTATIONS INTERACTIVE (INTERMEDIATE)

PADLET

<https://padlet.com/>

Live, realtime, poster board. Interact with students or audience with prompts and messaging.

POLL EVERYWHERE

<https://www.polleverywhere.com/>

Live polling and instant results allows to create interactive experiences with audiences and students.

MAKE YOUR HANDOUTS BEAUTIFUL (INTERMEDIATE)

CANVA

<https://www.canva.com/>

Design beautiful flyers, invitations, business cards, and more! It's a design site built for non-designers -- and this handout was designed using it!

Good for: Invitations, announcements, social media graphics and more.

STREAMLINE & SAVE TIME (ADVANCED)

ZAPIER

<https://zapier.com/>

Create and automate workflows without any coding. Examples: Create electronic folders from entries on a spreadsheet; automatically save all attachments to a folder, and much, much more!

