



Evernote

* There is so much you can do with this app. This powerful app can actually be synced with your office computer and your Smartphone. It is very easy to use as well as learn how to use it.

* Key Features:

- Record a voice-note if you can't type a note
- Take pictures to help remember something
- Keep track of ideas and favorites
- Share notes with others
- Free or Paid Account

Awesome Notes

* The main function of this app is to help you organize and maintain to-do lists by separating them into different groups.

* Key Features:

- Separate tabs for specific named to-do lists
- Calendar included
- Travel Diary
- Ability to sync with Evernote

Smartphone Apps

Full Productivity Fits In Your Hand

DropBox

* This particular app is amazing if you work with other team members and exchange a lot of files.

* Key Features:

- Set up folders based on projects or clients
- Easy download and upload features
- Sync files with different computers and devices
- Ability to invite clients or other employees to access files
- Free (2GB of space) or Paid Account for extra storage space

SnapTell

* With this app, gone are the days of going to numerous stores just to locate a particular product. It not only tells you which store has the desired product but also the price-just by scanning the barcode or taking a picture.

* Key Features:

- List of prices based on barcode or scanned picture
- List of places(addresses) based on barcode or scanned picture
- Takes the guesswork out of searching for stores