









Technology Toolbox: Cost-effective Solutions That Promote Provider Unit Efficiencies

Category	Application	Examples of Use in Practice
Project Management 	ClickUp – www.clickup.com Trello – www.trello.com BaseCamp – www.basecamp.com Asana – www.asana.com MeisterTask – www.meistertask.com TeamWeek – www.teamweek.com Wrike – www.wrike.com Bitrix24 – www.bitrix24.com	<ul style="list-style-type: none"> • Create a project timeline(s) for an initiative • E-mail task creation • Provides file storage and reporting • Utilize reminders to reach out to faculty for materials • Share project timelines with key stakeholders
Communication 	Zoom – www.zoom.us GoToMeeting – www.gotomeetings.com WebEx – www.webex.com Zapier – www.zapier.com Skype – www.skype.com Screenleap – www.screenleap.com FreeConferenceCall – www.freeconferencecall.com UberConference – www.uberconference.com FreeConference – www.freeconference.com Google Hangouts – www.hangouts.google.com	<ul style="list-style-type: none"> • Host collaborative meetings via computer screenshare and audio • Share and review documents and materials • Conduct and record live webinars and trainings • Create team interaction via instant messaging
Storage 	Amazon Drive – www.amazon.com/drive Box – www.bow.com Citrix ShareFile – www.sharefile.com DropBox – www.dropbox.com Google Drive – www.google.com/drive Hightail – www.hightail.com Microsoft OneDrive – www.onedrive.live.com	<ul style="list-style-type: none"> • Create activity files and store activity specific materials • Share materials with planning committee members • Provide team editing to reduce multiple versions and saving platforms
Surveys/Forms 	Feedier – www.feedier.com LimeSurvey – www.limesurvey.org Survey Gizmo – www.surveygizmo.com SurveyLegend – www.surveylegend.com Zoho Forms – www.zoho.com/forms SurveyMonkey – www.surveymonkey.com Google Forms – www.google.com/forms JotForms – www.jotform.com Wufoo – www.wufoo.com EmailMeForm – www.emailmeform.com FormSite – www.formsite.com Cognito Forms – www.cognitofrms.com	<ul style="list-style-type: none"> • Create and conduct needs assessment surveys to target a professional practice gap(s) and underlying educational need(s) • Create and utilize electronic disclosure forms • Create and utilize electronic activity evaluations and surveys for outcomes measurement

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Research 	CORE – www.core.ac.uk ScienceOpen – www.scienceopen.com Directory of Open Access Journals – www.doaj.org Public Library of Science – www.plos.org Bielefeld Academic Search Engine – www.base-search.net BioMed Central – www.biomedcentral.com PAPERITY – www.paperity.org Dryad – www.datadryad.org Zenodo – www.zenodo.org	<ul style="list-style-type: none"> • Provides scientific and evidence-based research for identification of professional practice gaps and underlying educational needs • Access to content validation sources
Financial 	Wave – www.waveapps.com ZipBooks – www.zipbooks.com SlickPie – www.slickpie.com CloudBooks – www.cloudsbookapp.com	<ul style="list-style-type: none"> • Create budgets and budget templates • Reconcile post-activity finances • Manage vendor invoices
Graphic Design 	Gravit Designer – www.designer.io Vectr – www.vectr.com Inkscape – www.inkscape.org Canva – www.canva.com Apowersoft Online PDF Editor – www.apowersoft.com SmallPDF – www.smallpdf.com Nuance PDF – www.nuancesoftwarestore.com/power-pdf-standard	<ul style="list-style-type: none"> • Develop audience generation and program materials • Edit photos and PDF documents • Update program material templates for recurrent use
Activity Launch 	Blackboard – www.blackboard.com Demio – www.demio.com EasyClass – www.easyclass.com Moodle – www.moodle.org Teachable – www.teachable.com	<ul style="list-style-type: none"> • Host education activities online for little-to-no cost • Collaborate and manage groups/key stakeholders • Edit and develop content • Utilize interactive polls and stats • Market and promote events

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