

# Apps, Tools And Stuff For Productively Working With Your Virtual Assistant

## Communication

Slack	<a href="https://slack.com">slack.com</a>
Zoom	<a href="https://zoom.us">zoom.us</a>
Skype	<a href="https://skype.com">skype.com</a>
Whatsapp	<a href="https://whatsapp.com">whatsapp.com</a>
Viber	<a href="https://viber.com">viber.com</a>
Messenger	<a href="https://messenger.com">messenger.com</a>
Microsoft Teams	<a href="https://microsoft.com/en-au/microsoft-365/microsoft-teams/group-chat-software">microsoft.com/en-au/microsoft-365/microsoft-teams/group-chat-software</a>
Voxer	<a href="https://voxer.com">voxer.com</a>

## Project Management

ClickUp	<a href="https://app.clickup.com">app.clickup.com</a>
Asana	<a href="https://asana.com">asana.com</a>
Trello	<a href="https://trello.com">trello.com</a>
Teamwork	<a href="https://teamwork.com">teamwork.com</a>
Basecamp	<a href="https://basecamp.com">basecamp.com</a>

## Document Storage and Sharing

DropBox	<a href="https://dropbox.com">dropbox.com</a>
Google Drive (Shared Team Drive)	<a href="https://drive.google.com">drive.google.com</a>
One Drive	<a href="https://microsoft.com/en-au/microsoft-365/onedrive/online-cloud-storage">microsoft.com/en-au/microsoft-365/onedrive/online-cloud-storage</a>

## Email

GSuite (alias's, Groups, role based email)	<a href="https://workspace.google.com">workspace.google.com</a>
cPanel Email with website hosting	<a href="https://docs.cpanel.net/cpanel/email/email-accounts">docs.cpanel.net/cpanel/email/email-accounts</a>
Office 365	<a href="https://office.com">office.com</a>

## Security

LastPass	<a href="https://lastpass.com">lastpass.com</a>
1Password	<a href="https://1password.com">1password.com</a>
Two Factor Authentication	<a href="https://lastpass.com/auth">lastpass.com/auth</a>
Google Two Factor Authentication	<a href="https://google.com.au/landing/2step">google.com.au/landing/2step</a>

## Time Tracking

Toggl	<a href="https://toggl.com">toggl.com</a>
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Time Doctor [timedoctor.com](https://timedoctor.com)  
Harvest [getharvest.com](https://getharvest.com)

## Payment

PayPal [paypal.com](https://paypal.com)  
OFX [ofx.com](https://ofx.com)  
Transferwise [transferwise.com](https://transferwise.com)

## Screen Capture & Screen Record

CloudUp [cloudup.com/](https://cloudup.com/)  
Loom [loom.com](https://loom.com)  
Screenflow [telestream.net/screenflow/overview.htm](https://telestream.net/screenflow/overview.htm)  
Jing [techsmith.com/jing-tool.html](https://techsmith.com/jing-tool.html)  
Snagit [techsmith.com/screen-capture.html](https://techsmith.com/screen-capture.html)

## Systems & Procedures Website

WordPress Membership Protected [wordpress.org](https://wordpress.org)  
Google Sites [sites.google.com](https://sites.google.com)  
Youtube (Private Channel) [youtube.com/](https://youtube.com/)  
Vimeo (Private Folder) [vimeo.com/](https://vimeo.com/)

## Other

GetToby [gettoby.com](https://gettoby.com)  
Pocket [getpocket.com](https://getpocket.com)  
Feedly [feedly.com](https://feedly.com)  
Canva [canva.com](https://canva.com)  
VSDC video editor [videosoftdev.com](https://videosoftdev.com)  
iMovie [videosoftdev.com](https://videosoftdev.com)  
Unsplash [unsplash.com](https://unsplash.com)  
Otter [otter.ai/](https://otter.ai/)

## Fun & Games

Skribbl Drawing Game [skribbl.io](https://skribbl.io)  
Jackbox [jackboxgames.com](https://jackboxgames.com)  
GeoGuesser [geoguessr.com](https://geoguessr.com)  
Mozilla Hubs [hubs.mozilla.com](https://hubs.mozilla.com)  
Foddy [foddy.net/Athletics.html](https://foddy.net/Athletics.html)  
Yahtzee [freethedice.com/players/index.php](https://freethedice.com/players/index.php)