



Computers Don't Bite: Cheap and easy ways to use technology in your personal and professional life

Getting myself organized		
Google	http://www.google.com/calendar/	Free
Yahoo!	http://calendar.yahoo.com/	Free
MS Outlook	http://office.microsoft.com	Comes with MS Office
iCal for Mac	http://www.apple.com/ical/	Comes with Mac OS
Communicating with groups		
MS Outlook	http://office.microsoft.com	Comes with MS Office
Google Groups	http://groups.google.com/	Free
Yahoo! Groups	http://groups.yahoo.com/	Free
Topica	http://lists.topica.com/	Free
Constant Contact	http://www.constantcontact.com	Starts at \$15/mo
VerticalResponse	http://www.verticalresponse.com/	Incl. pay-as-you go plan
Collaborating with others		
MS Word	http://office.microsoft.com	Comes with MS Office
Google Docs	http://docs.google.com/	Free
Google Wave	http://wave.google.com/	Free
Famundo	http://www.famundo.com	Free
FreeConferenceCall	http://www.freeconferencecall.com/	Free
Skype	http://www.skype.com/	Free / Cheap
WikiSpaces	http://www.wikispaces.com	Free
WebEx	http://www.webex.com/	\$49/mo
GoToMeeting	http://www.gotomeeting.com	\$49/mo
Getting feedback / doing evaluations		
MS Templates	http://office.microsoft.com/templates/	Free
Doodle	http://www.doodle.com/	Free
SurveyMonkey	http://www.surveymonkey.com/	Free / Cheap
WuFoo	http://wufoo.com/	Free / Cheap



Getting the word out		
WordPress	http://wordpress.com/	Free
Tumblr	http://www.tumblr.com/	Free
GoLightly	http://www.golightly.com/	Cheap
Adobe Acrobat	http://www.adobe.com/products/acrobatstd/	\$299
Looking things up (reference)		
Merriam-Webster	http://www.merriam-webster.com/	Free
Thesaurus.com	http://thesaurus.com/	Free
Wikipedia	http://en.wikipedia.org/	Free
Google Maps	http://maps.google.com/	Free
Sharing multimedia		
YouTube	http://www.youtube.com/	Free
Flickr	http://www.flickr.com/	Free
Picnik	http://www.picnik.com/	Free
Recruiting and scheduling volunteers		
Volunteer Match	http://www.volunteermatch.org/	Free / Cheap
Idealist	http://www.idealists.org/	Free
Facebook	http://www.facebook.com	Free
Volgistics	http://www.volgistics.com/	Starts at \$9/mo
A Few More Useful Resources		
MeetUp	http://www.meetup.com/	Free
TinyURL	http://tinyurl.com/	Free
Babel Fish	http://babelfish.yahoo.com/	Free
eFax	http://www.efax.com	Starts at \$17/mo
Quicken	http://quicken.intuit.com/	Starts at \$30