Good Morning All,

For this month, I wanted to promote the Google Keep Chrome Extension.



This extension offers a wide range of features which can help with the organization and labeling of items that you come across online that you want to remember for later. It's much more than a simple bookmark. You can:

- -Add titles, notes, and labels to items (webpages, images, text) that you "keep" online -Create time reminders and alarms
- Syncing this extension to other devices that you use Chrome is possible. As always, everything is saved automatically.

If you're interested in this extension, <u>click here</u> to add it to your Chrome.

I will not lie, it takes some getting used to, but once you get the hang of it, you'll be grateful in the amount of online information that you'll be able to retain for later!

As always, please feel free to reach out to me if you would like help using this extension.

Regards, Charlie