



Working efficiently

Here are a few websites that work on improving the organization of the work in companies. It also helps a lot when a group is working on different projects.

But ... Which one has the best performances?

PODIO

- Platform that organizes the work effectively
- Available on the Appstore and on Android
- Everyone can have access to it and we can also share a to do list with the evolution of the work: what is planned to do, what is being done and what is already done.
- All of the team can have an overview of all the tasks
- Although it is introduced as a free website, you should buy a pack depending on the resources of your company and how you will be using podio
- You should have a professional address to be considered as an employee
- You don't pay for the group but for every single employee
- All of the external users (customers..) can have access to it for free

<https://podio.com/site/en>



- Creating boards with themes or names of lists
- Adding as many people as you want
- Posting comments and recommendations
- You can either work on private projects or public ones that everybody can see
- It is for free but you can upgrade and start paying if you want better features
- Choose the name of the events then create to-do lists that concern the event

<https://trello.com/>



- Organize your idea into projects and to-do lists
- You can add whatever document that concerns the project: pictures, drawings, vocal notes ..
- You can find all of these information on your smartphone
- You don't have to wonder about the presentation of the project, as you are working the website transforms your work into slides
- It is for free if you are planning on using it to organize your life, but for business use you should pay
- You can have boxes to tick when the work is done in your to-do lists
- You can convert your work into graphs and charts
- You can set a reminder and deadlines for the tasks

<https://evernote.com/intl/fr/>



- To register you have to add at least one social account and enable Buffer to follow people and post tweets

- You can program schedules to post things on your social media (Monday at 4 pm post on twitter : Visit our website)
- It analyses how you post and how you use your social media
- On twitter it would analyze for you how many retweets and how many hash tags have been used and make graphs and charts to explain better

<https://buffer.com/>

The winner would be: Evernote

- It is easy to use
- You can keep all of your information together
- You can follow the evolution of your work
- You can chat with the rest of your team and organize the work
- You can find all of the information registered in your account on your smartphone

Although, Buffer would be a good option for companies that are very present on the social medias and post a lot, as you can schedule for every week what would you want to post and on what social media?

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