





## REMOTE WORKING: TECHNOLOGY AND TOOLS OVERVIEW





Below is a list of some different tools and platforms you may want to consider using when working remotely.

*Please note: This list is not exhaustive and Social Enterprise Academy does not endorse any of these tools or platforms. Please do your research into what tools and platforms are best for your needs and use at your own discretion.*





### Project Management

	<p><b>Trello</b>  <a href="http://www.trello.com">www.trello.com</a></p>		<p><b>Asana</b>  <a href="http://www.asana.com">www.asana.com</a></p>
	<p><b>Monday</b>  <a href="http://www.monday.com">www.monday.com</a></p>		<p><b>Proof Hub</b>  <a href="http://www.proofhub.com">www.proofhub.com</a></p>

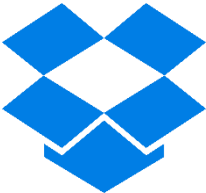



### Video conferencing and messaging

	<p><b>Zoom</b>  <a href="http://www.zoom.us">www.zoom.us</a></p>		<p><b>WhatsApp</b>  <a href="http://www.whatsapp.com/features/">www.whatsapp.com/features/</a></p>
	<p><b>Microsoft Teams</b>  <a href="https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software">https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software</a></p>		<p><b>Google Hangouts</b>  <a href="https://hangouts.google.com/">https://hangouts.google.com/</a></p>

Communication and virtual collaboration

	<b>Slack</b> <a href="http://www.slack.com">www.slack.com</a>		<b>Mural</b> <a href="http://www.mural.com">www.mural.com</a>
	<b>Miro</b> <a href="http://www.miro.com">www.miro.com</a>		<b>Google Docs</b> <a href="http://www.docs.google.com">www.docs.google.com</a>

Document sharing

	<b>Dropbox</b> <a href="http://www.dropbox.com">www.dropbox.com</a>		<b>Google Drive</b> <a href="http://www.google.co.uk/drive/">www.google.co.uk/drive/</a>
	<b>One Drive</b> <a href="http://www.onedrive.live.com/about/en-gb/">www.onedrive.live.com/about/en-gb/</a>		<b>WeTransfer</b> <a href="http://www.wetransfer.com/">www.wetransfer.com/</a>