

Legal Services National Technology Assistance Project



www.lsntap.org

50 Tech Tips Video & Tip List

50 practical technology tips for working remotely crowd sourced from the LSNTAP email list and community. This is a special working from home edition of one of our most popular webinars.

In this webinar you'll learn about:

- Online Free and Low cost web apps for legal work
- Who is offering free Versions of the best tools during this crisis
- Ways to collaborate better online

There will be a takeaway list of all tips with links available also

LSNTAP Email List: <https://docs.google.com/forms/d/e/1FAIpQLSfqIhH3eI3SCOyl6X-Y-eiUSYLvOsXm...>

1. Search for “X Product / service” + Covid
2. PandaDoc Free Covid

Video

3. Jitsi - private and secure video conferencing - meet.jit.si or jitsi.org
4. Jitsi self Install
 - 1.

Git Hub <https://github.com/jitsi/jitsi-meet/blob/master/doc/quick-install.md>

2. **How to <https://www.howtforge.com/tutorial/how-to-create-your-own-video-conference-using-jitsi-meet-on-ubuntu-1804/>**

3. **Forums <https://community.jitsi.org/c/install-config>**

5. **Zoom Security Toolbar -**

1. **<https://blog.zoom.us/wordpress/2020/04/08/zoom-product-updates-new-security-toolbar-icon-for-hosts-meeting-id-hidden/> 4-8-2020**

2. **zoom.us**

6. **Discord text chat, and audio chat, free noise suppression <https://discordapp.com/4-10-2020>**

7. **Marco Polo - Video messages <https://www.marcopolo.me/> Apple and Android**

8. **Loom Free Screen Recording Chrome Extension, very easy to use. Loom.com**

9. **Open Broadcast Studio OBS - Free Streaming software for any platform <https://obsproject.com/>**

10. **How to stream to facebook live <https://brightspark-consulting.com/facebook-live-via-obs/>**

Collaborating

11. **Slack collaborative work space <https://slack.com/>**

12. **Box <https://www.box.com/resources/downloads> Secure file sharing with lots of integrations**

13.

Microsoft Teams, all in one internal collaborations, chat, video and much more
<https://products.office.com/en-us/microsoft-teams/group-chat-software>

14. **KanbanFlow -Free agile project management software very easy to use and track tasks.**
<https://kanbanflow.com/board/6XWeSw>
15. **Monday - Robust project management with lots of steps and easy to use**
<https://monday.com/>

Leaning online

16. **Tech Soups Courses - Free nonprofit track that includes Teams how to**
 1. **<https://techsoup.course.tc/catalog/track/coronavirus-mitigation-track>**
 2. **<https://page.techsoup.org/covid-19-resources>**
17. **Pluralsight - high quality online training courses Free in April**
 1. **Pluralsight.com**
18. **Tech & Learning - classic blog focusing on technology and learning tools. Lots of helpful tips, quick reads with practical takeaways. Techlearning.com**
 1. **Article on avoiding pain at home techlearning.com/how-to/how-to-teach-from-home-pain-free**
19. **Meetup online - Use MEetup to create and promote online learning events**
 1. **<https://www.meetup.com/>**
 2. **<https://help.meetup.com/hc/en-us/articles/360040609112>**

Home Office

- 20.

Chair

1. **Adjustable height**
2. **Back Support**
3. **Arm support**

21. **Noise Cancelling Headphones**

1. **\$70 to \$300**

22. **Shredder @Home 10 sheets plus**

23. **Docking station**

1. **Video / Second or better monitor**
2. **Storage**
3. **Ethernet port optional**
4. **Extra USB**
5. **Power**

24. **Phone Book -Foot rest**

25. **Work Only profile -**

1. **Windows <https://www.webucator.com/how-to/how-create-second-user-account-windows-10.cfm>**
- 2.

Apple <https://support.apple.com/guide/mac-help/set-up-other-users-on-your-mac-...>

26. **Ring Doorbell - get your door bell on your phone with video, save time not having to answer the door for deliveries. <https://ring.com/>**
27. **1Password- Indefinite trails great password management and sharing, <https://1password.com>**
28. **SignRequest signrequest.com Simplefast signatures 10 free per month <https://signrequest.com/#/>**
29. **Ring Central All in one phones, video, team messaging with e-fax built in https://www.ringcentral.com/home_u.html**
 1. **Free Covid NPO <https://www.ringcentral.com/lp/covid19-offer.html>**
30. **RedFax - Faxes to and from email starting at \$5 a month, stand alone lower cost solution <https://www.redfax.com/landing-2/>**

Sanity

31. **Digital Minimalism by Cal Newport Book and how to deal with our digital lives, calnewport.com/books/digital-minimalism/**
32. **Attention Merchants by Tim Wu, law economics and a little phycology on the new digital addictions including cell phones and social media <http://www.timwu.org/AttentionMerchants.html>**
33. **Daywise - Notification control for your phone - <https://getdaywise.com/>**

It Support

34. **Connectwise - Remotely control uen users computer for IT**
 - 1.

<https://www.connectwise.com/software/control/pricing>

35. **Splashtop - Remote PC Access From Tablet, Smartphone & Computer. Very price competitive** <https://www.splashtop.com/>
36. **Microsoft Learn free classes for IT intro and IT Support** <https://docs.microsoft.com/en-us/learn/>
37. **MicrosoftDirect Access - Unified Remote Access, is a VPN-like technology, that provides intranet connectivity to client computers when they are connected to the Internet** <https://docs.microsoft.com/en-us/windows-server/remote/remote-access/dir...>

Security

38. **Signal - Free secure private messaging including video calls and disappearing messages.**
39. **Antivirus is a must! Sophos Home Free Reliable,** <https://home.sophos.com/en-us.aspx>
40. **Carbonite - Reasonable costed, reliable backup.** <https://www.carbonite.com/>
41. **G Cloud - 10 GB free of storage for your phone** <https://gcloud.zoolz.com/Account/Login>
42. **Lock away a physical copy of your one time password**
43. **LastPass - one time passwords** <https://support.logmeininc.com/lastpass/help/use-temporary-one-time-pass...>

Get the Word Out

44. **Transcend Legal Icons - free legal icons -** <https://transcend.net/legal-icons.html>
- 45.

YouTube - Create a Channel! Sample channel

1. **Northwest Justice project**
2. **<https://www.youtube.com/user/IllinoisLegalAid/videos>**
46. **YouTube Creators Academy Quick Start Guide**
<https://creatoracademy.youtube.com/page/course/bootcamp-foundations?hl=en>
47. **Unsplash Beautiful Free Photos - <https://unsplash.com/>**
48. **GroupMe.com**
49. **Scanbot.io**
50. **Philips LiveSpeech.com**

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