VIDEOCONFERENCE PLATFORMS

Platforms	Description
Zoom	Free for up to 100 participants with 40-minute meeting times or yearly subscriptions with more options
MS Teams	Free and a subscription for access to scheduled meetings, meeting recordings, or phone calls and audio conferencing
GoToMeeting	Monthly fee with plans up to 150 and a business plan for up to 250 participants
Google Hangouts	Free and up to 10 participants
Google Hangouts Meet	Monthly fee and up to 100 participants
Google Duo	Free app for phone for up to 8 participants
Group Facetime	Free with iPhone, iPad, or Mac computer and can have up to 32 participants
Join.me	Monthly fee with different plans for up to 250 participants

NOTE-TAKING APPS

App	Description
Evernote	For taking all kinds of notes
Microsoft OneNote	For a free option
Apple Notes	For a Mac option
Google Keep	For Google power users
Notion	For teams
Milanote	For designers and visual thinkers
Simplenote	For distraction-free note taking
Standard Notes	For secure, encrypted note taking

TO-DO APPS

App	Description
Todoist	For balancing power and simplicity
TickTick	For embedded calendars and timers
Microsoft To Do	For Microsoft power users
Thing	For elegant design
OminFocus	For specific organizational systems
Hbitica	For making doing things fun
Google Tasks	For Google power users
Todo.txt	For taking control of your list
Nozbe	For team collaboration
Remember The Milk	For keyboard shortcut lovers
Any.do	For people who forget to use to-do apps

ANTI-DISTRACTION APPS

App	Description
Freedom	Freedom is another app that allows you to Block distracting websites and apps. Stay focused on what matters most.
SelfControl	SelfControl is a free and open-source application for macOS that lets you block **your own** access to distracting websites, your mail servers, or anything else on the Internet. Just set a period of time to block for, add sites to your blacklist, and click "Start." Until that timer expires, you will be unable to access those sites—even if you restart your computer or delete the application.
StayFocused	StayFocused is a productivity extension for Google Chrome that helps you stay focused on work by restricting the amount of time you can spend on time-wasting websites. Once your allotted time has been used up, the sites you have blocked will be inaccessible for the rest of the day.