A Tour of Productivity Apps

A tour of productivity apps for macOS, iOS and watchOS

By Larry Kerschberg, Jonathan Bernstein, Jay Castillo, Brent Malcolm WAP General Meeting July 23, 2016

Motivation for Talk

- What are productivity apps?
- What kinds of activities do you do, and what would make you more productive?
 - Email, Calendar, Tasks, Writing, Photo Editing, Communicating, Collaboration?
- The use of email (messaging) for *communication* is something everyone uses.
- The message may encourage us to attend a meeting, perform a task for a project, write an article for the Pi Journal, and the like.
- Nowadays we collaborate with others in getting a job done.
- Apple Stores for macOS and iOS has many categories of Productivity Apps. Let's explore some.

Topics Covered

- Motivation for Productivity Apps;
- A look at Productivity Apps in Mac and iOS app stores;
- Desirable features of Productivity Apps;
- A closer look at email, unstructured database, app integration and sharing, and collaboration
- Live Demos of AirMail 3, Evernote, Fantastical, Task Managers, and Document Collaboration.

Categories in the Mac App Store















Updates

Q Search

Quick Links

Welcome

Account

Redeem

Support

Categories



Business

App for Google Drive Mailbox for Gmail App for Outlook - App with

Go for Netflix - Watch Vide...



Developer Tools

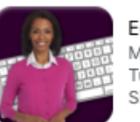
SSH Tunnel Color Picker FTP Client Professional



Education

Mavis Beacon Teaches Typ... Tutor for OS X El Capitan Sight Words Puppy Dash: ...





Games

The Sims™ 2: Super Colle... Civilization V: Campaign Ed... XCOM 2



Graphics & Design

App Flix for Netflix

Entertainment

MPlayerX

Affinity Designer Pro Paint - 100+ Paint Brus.



Health & Fitness

Finance

Quicken 2016

CheckBook Pro

FitJet for Fitbit Yoga - Asana Dictionary Reflexology Techniques

Banktivity 5 (formerly iBank...



Lifestyle

Day One Home Library OS Wallpapers HD



Brain - 3D Atlas of Anatomy Muscle Premium - 3D Visu... Essential Anatomy 5



Music

GarageBand Logic Pro X MainStage 3



NewsBar RSS reader Milkeddit Leaf - RSS News Reader



Photography

Affinity Photo Duplicate Photos Fixer Pro Adobe Photoshop Element.



Productivity

Magnet MacFamilyTree 8 Notability



e-Sword X: Bible Study Ext... Bible for YouVersion Speak & Translate — Live ...



Social Networking

FaceTime Uploader HD for Instagram App for WhatsApp



Sports

iPlayBook Basic Sports Timer: Countd..



Travel

QuickMap for Google Map VacationPlanner NudgeMe for LA Metro & B...



Airmail 3





Mac App Store: Productivity



































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成素素素素 14 Ratings n-App Purchases







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Any.do - To-Do List, Daily Ta..

表表表示 121 Ratings





Swipes - To do list & Task ma... 大大大方言 83 Hatings





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含含含含溶 126 Ratings



竞会竞技方 310 Ratings



Quip - Doos, Chat, Spreadsh...

Sort By: Featured \$



MindNode 2 - Delightful Min...







\$4.99 =











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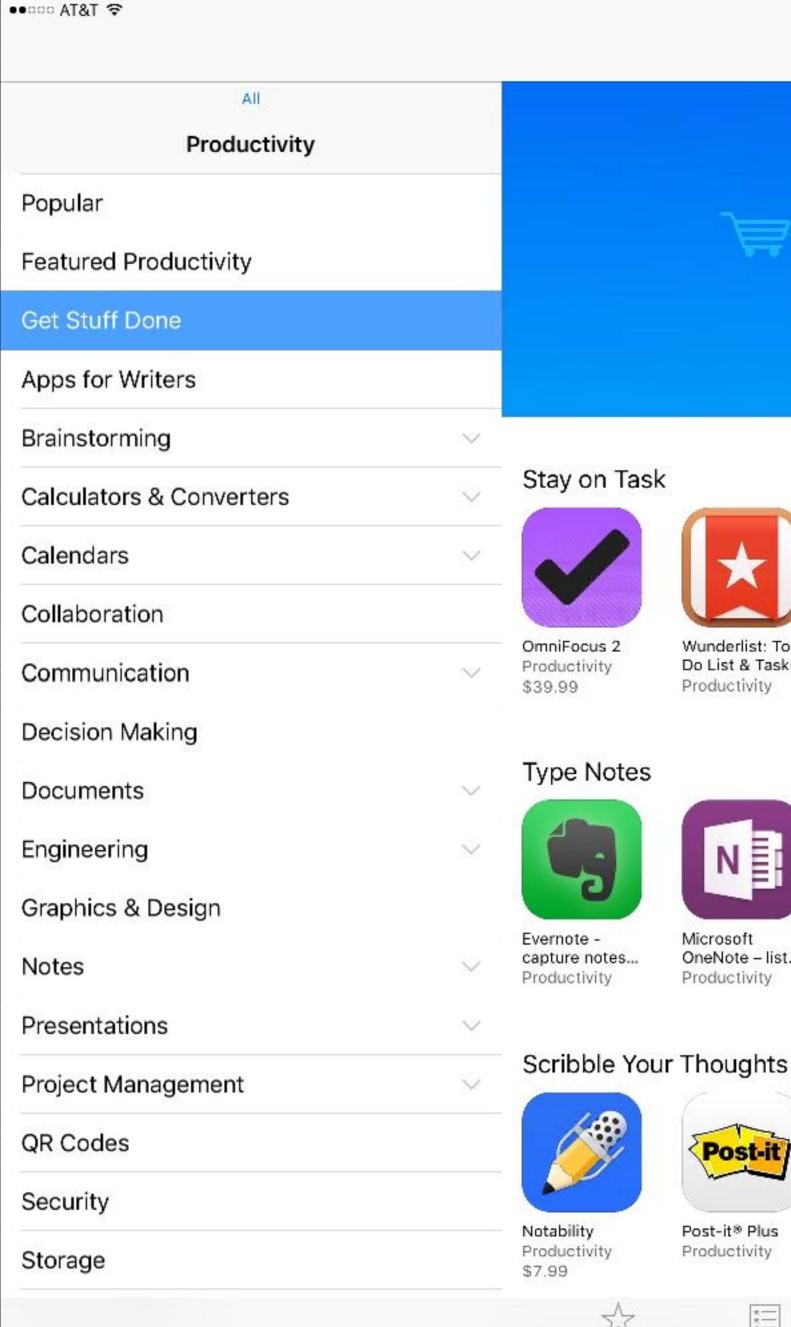
Outline - Take Notes Beyond ...

339.93 T

Manage Your Time

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iPad App Store: Productivity



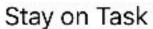


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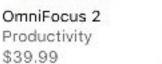
Explore













Wunderlist: To-Do List & Tasks Productivity

Microsoft

OneNote - list..

Productivity



\$2.99

Simplenote

Productivity

Clear - Tasks. Doo - Get Things Done Reminders &... Productivity Productivity \$4.99



Fetchnotes -

Productivity

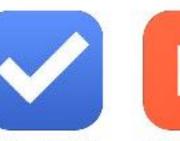
Paper by

FiftyThree - S...

Productivity

Shared Notes,...

AnyList -Grocery Shop... Task List Productivity Productivity \$4.99



Todo - To-Do & Handle: To-do List, Inbox, an. Productivity



Things for iPad Productivity \$19.99



1 ★ 55% **=**

Q Search

See All

See All

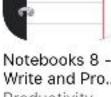


Daily Notes + Tasks Productivity



\$5.99





Write and Pro... Productivity \$5.99

See All>



Notes Plus Productivity \$6.99

Drafts 4 -

\$9.99

Quickly Captu...

Productivity





Penultimate Productivity



TopNotes Pro -Take Notes, A... Productivity \$4.99





Post-it® Plus

Productivity



Noteshelf

\$8.99

Productivity







Skitch - Snap.

Productivity

Mark Up. Send.

Awesome Note

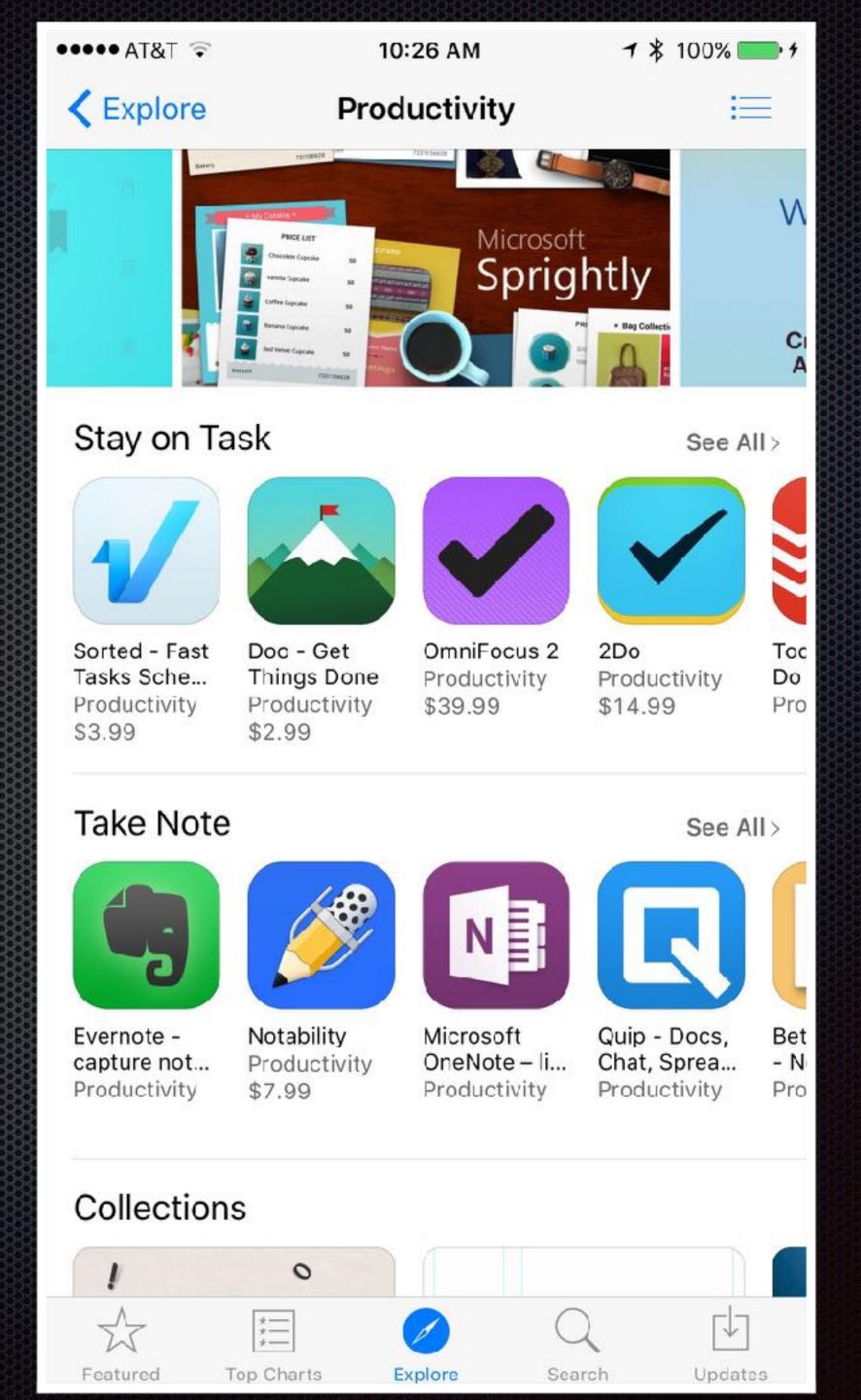
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Productivity

\$3.99

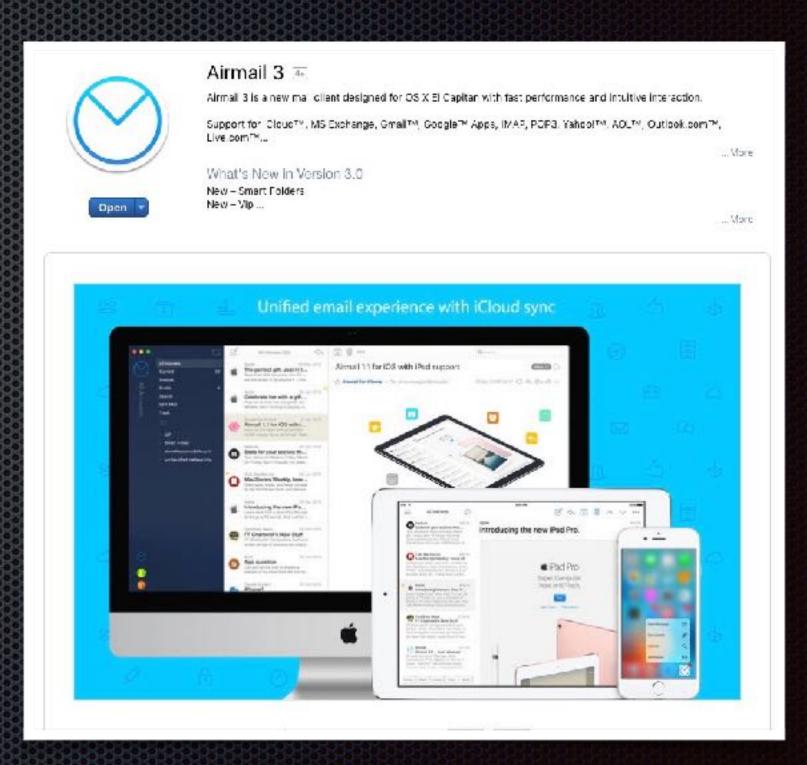


iPhone App Store: Productivity Apps



Desirable features of apps in the stores

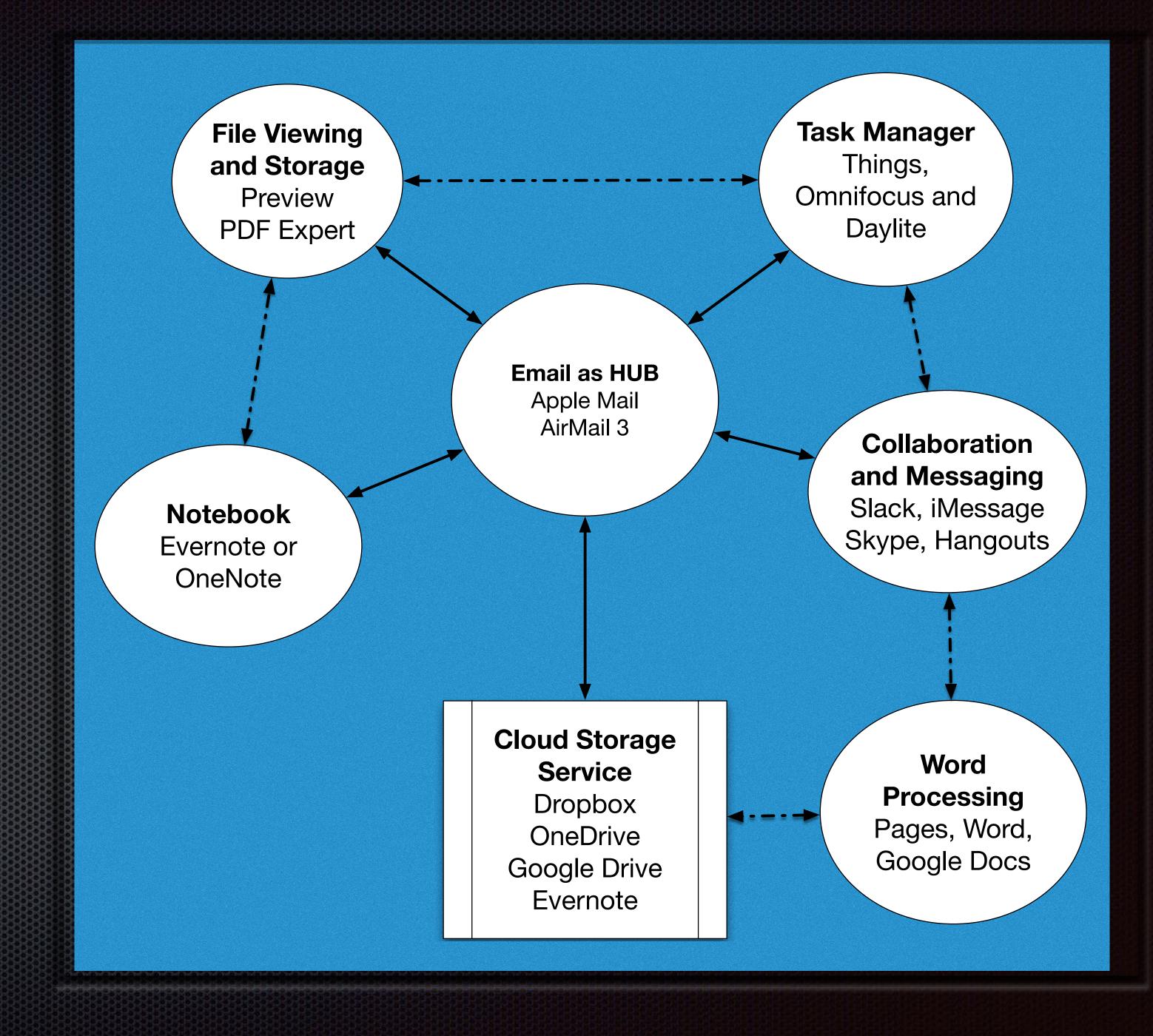
- We would like to have apps that run on both macOS and iOS;
- They should also run on watchOS, if possible;
- They should sync data so that we can add, update and delete data in an app, and see those updates across all platforms;
- We would like to have the apps "play nice" together; so that we can send messages to other apps;
- The apps should *take those messages and convert them* to calendar events, reminders, projects, tasks, store them as files, photos and the like;
- The Airmail 3 app provides the above features, as do many others;
- ► Note: Apple has paid over \$50,000,000,000 (yes, \$50 Billion) to developers while taking a 30% cut of the sales from the app stores.



E-Mail as Hub Concept

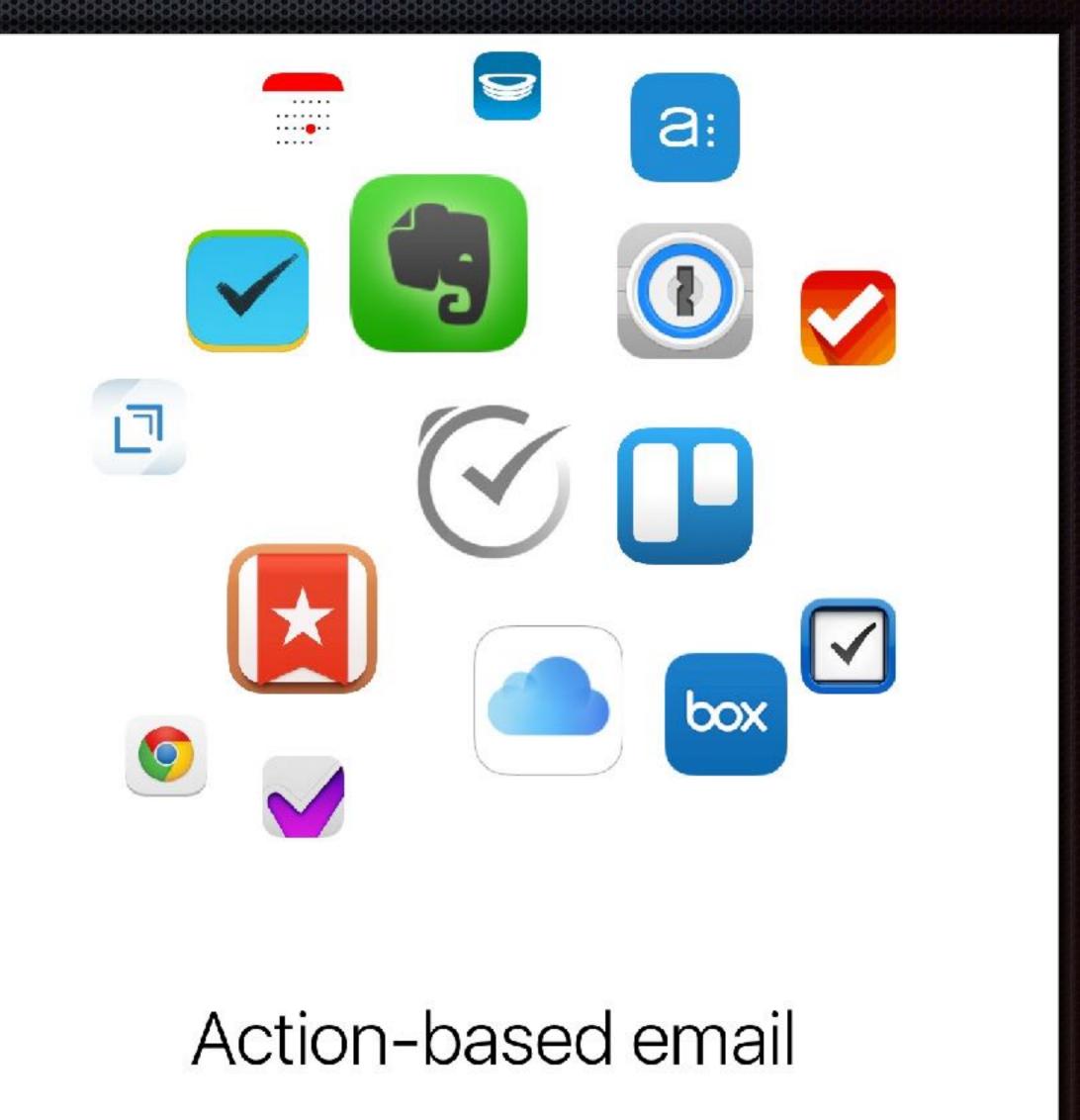
Email message can be shared with other types of apps as part of your workflow;

We want a flexible way to share information and act upon it via our apps.



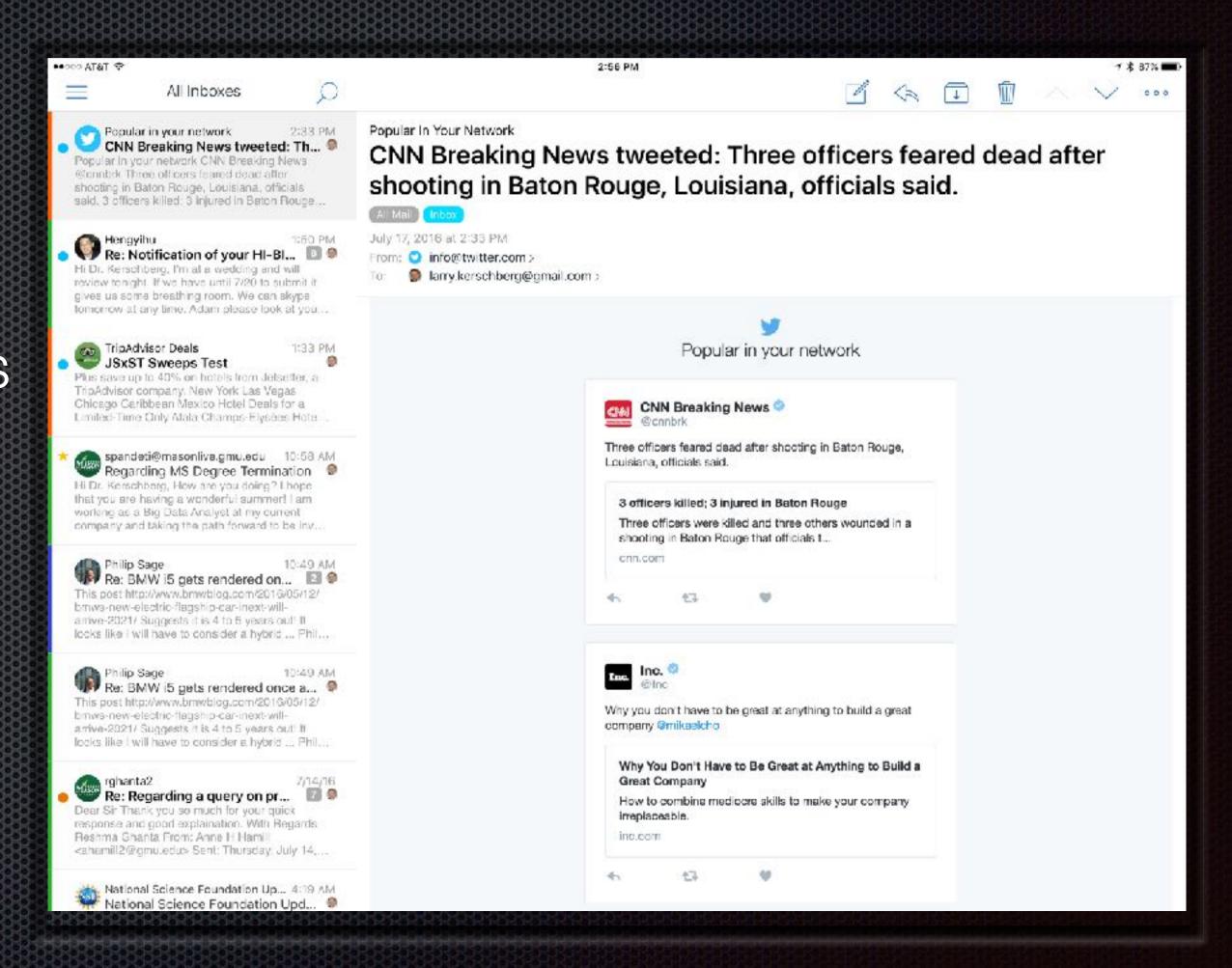
Productivity Apps we will discuss & demo today

- AirMail 3 Apple Mail alternative;
- Evernote Your cloud-based digital shoebox;
- Fantastical Calendar alternative;
- Things, OmniFocus 2, & Daylite Task & Project Management;
- Slack Collaboration/Communication
- MS Word –Document editing and collaboration at its best;
- Google Docs Document editing and collaboration.



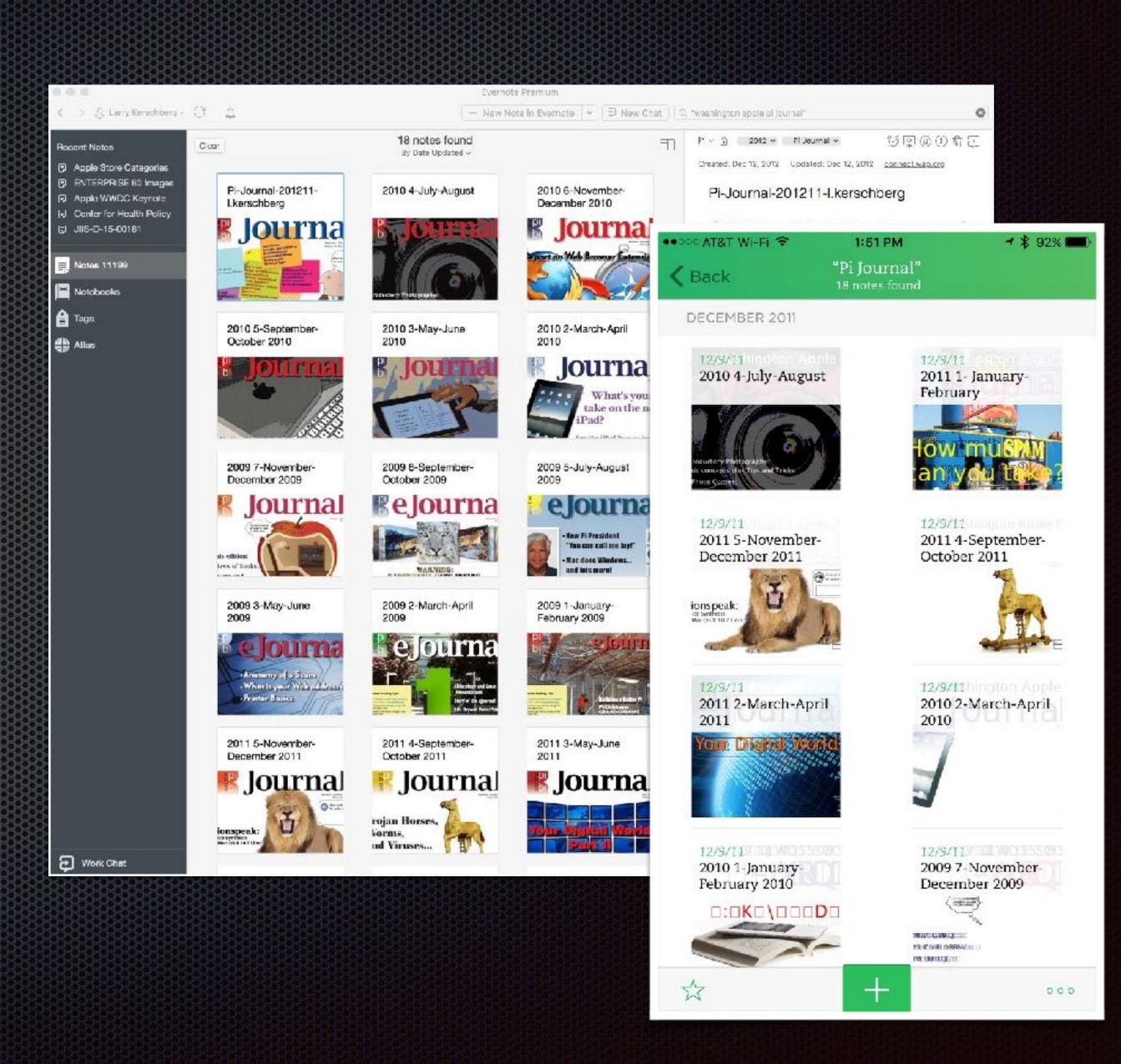
AirMail 3

- Runs on macOS, iOS and watchOS;
- Syncs account information with iCloud;
- Plays nice (sends message) to Evernote, Fantastical, PDF Expert, Things, OmniFocus 2, etc.;
- Send attachments stored in Dropbox,
 Google Drive, OneDrive, etc.;
- Uses 'swipes' to dispatch emails quickly;
- Great companion to Apple Mail;
- Faster search than Apple Mail!



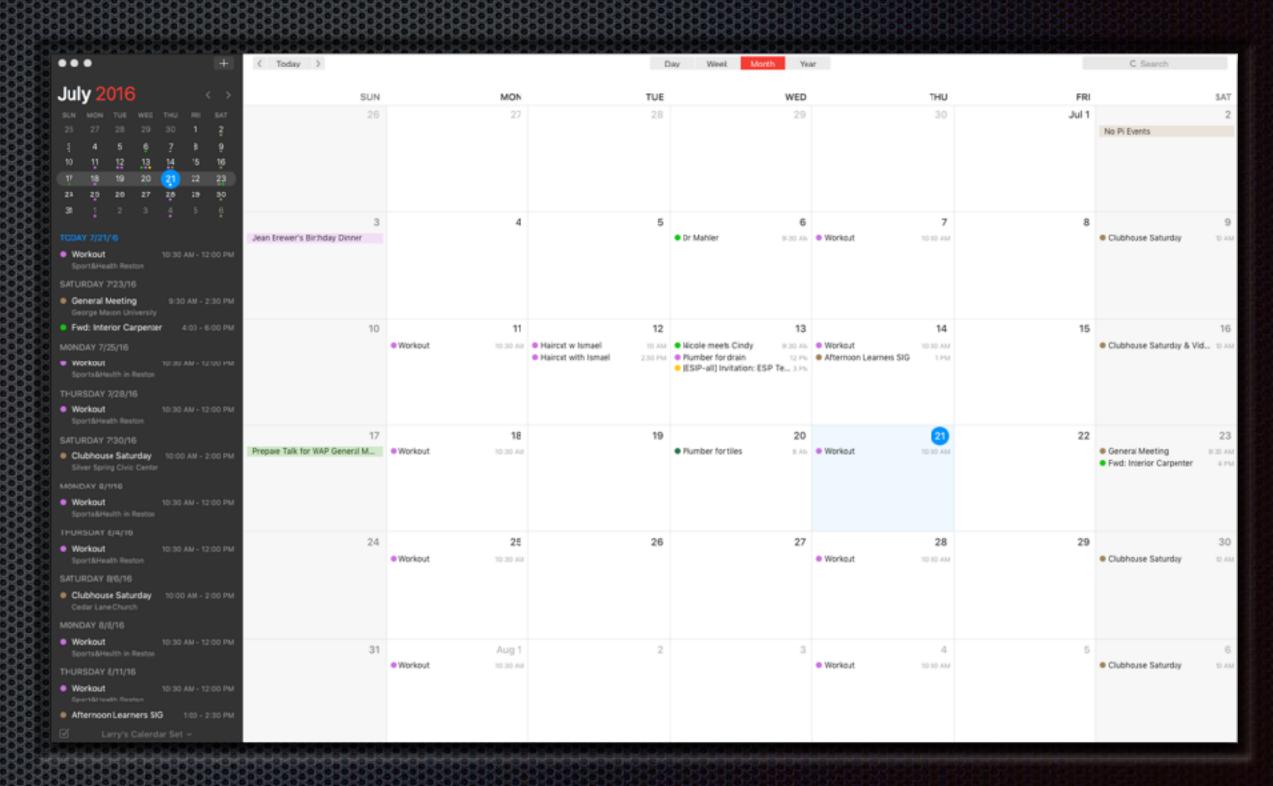
Evernote

- Think of it as digital shoebox;
- Handy for taking notes, audio;
- Take photos of business cards and turn them into contacts;
- Capture web pages as 'readable' PDFs;
- Organize notes into Notebooks and Stacks;
- Use tags to index notes;
- Very comprehensive search function.



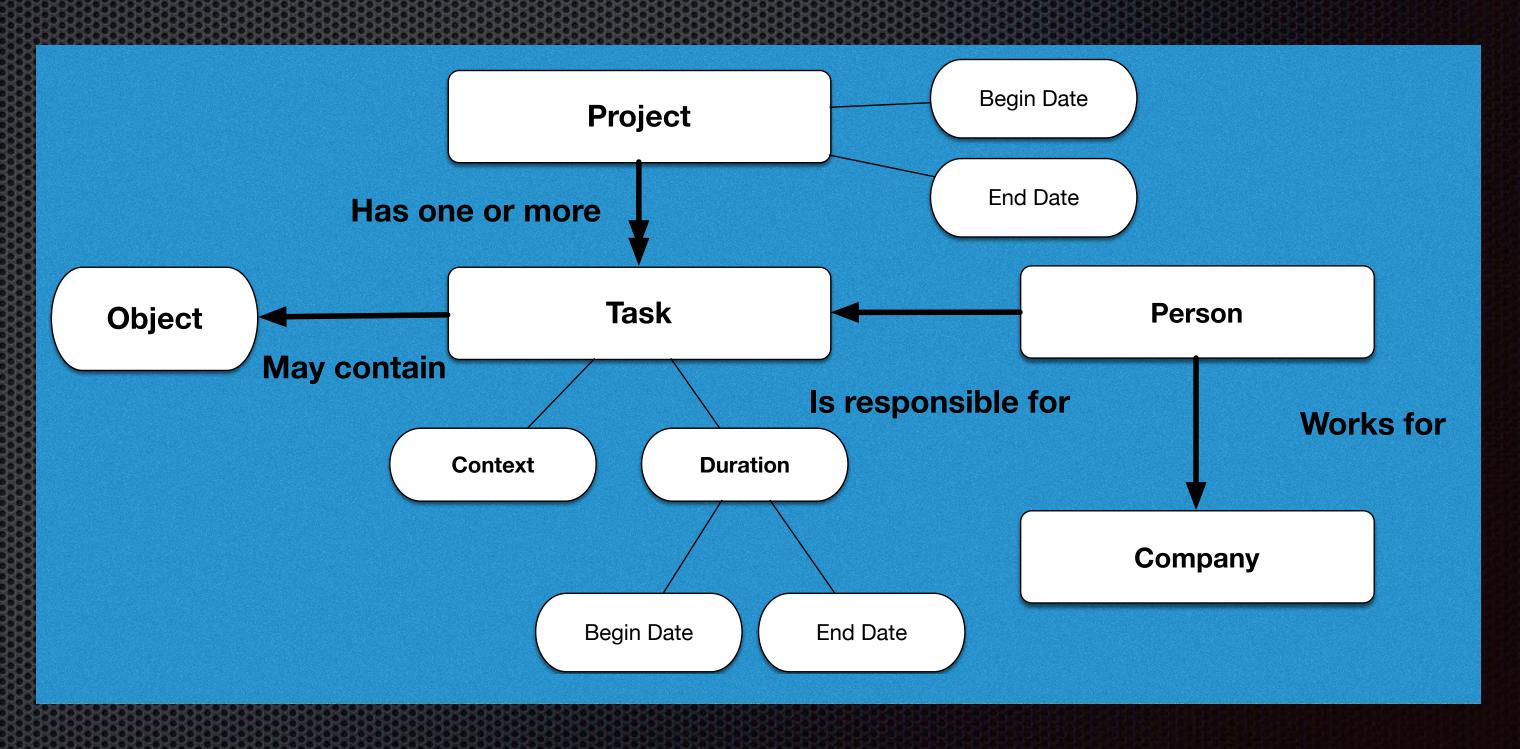
Fantastical

- Very flexible way to add calendar events and reminders;
- Natural language dictation for events;
- View calendar by day, week, month and year;
- View 'today' as left-most column;
- Intuitive way to view your calendar;
- Subscribe to other calendars via CalDav, for Google Calendar, etc.;
- A substitute for Apple calendar.



Conceptual Model of Task Managers

- The basic goal is to define a task, its duration, the action to be performed, and check off the task when it has been completed;
- The model to the right has a project with a begin and end date:
 - A project has one or more tasks,
 - Tasks have a context and duration,
 - A person is responsible for a task,
 - A person works for company.



Task to demo in each Task Management app

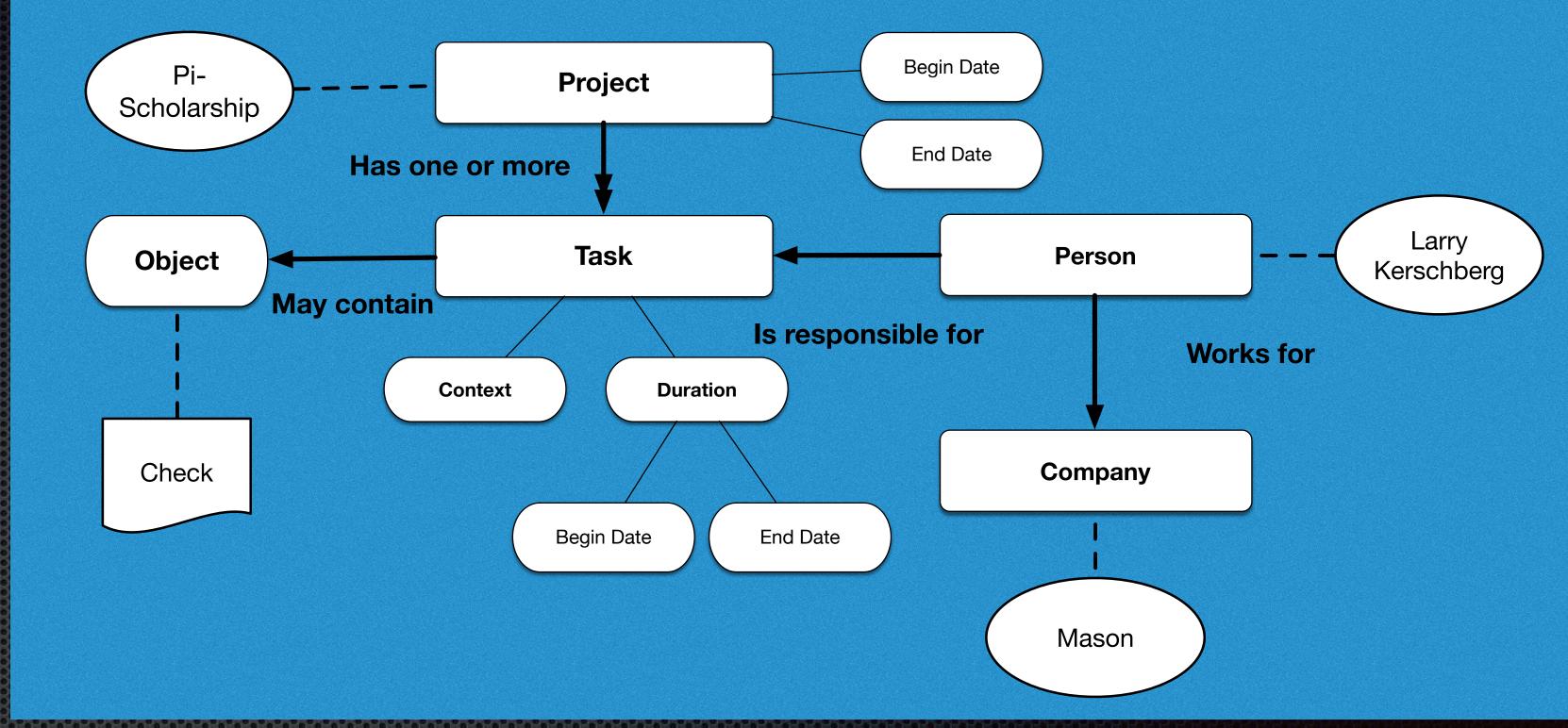
English Sentence:

- Larry Kerschberg of Mason, must scan the scholarship check and attach it to the project named "PI-Scholarship"
- Conceptual Model Sentence
 - Person: Larry Kerschberg Company: Mason

Task: SCAN and ATTACH

Object: Scholarship Check Link to Check in Evernote

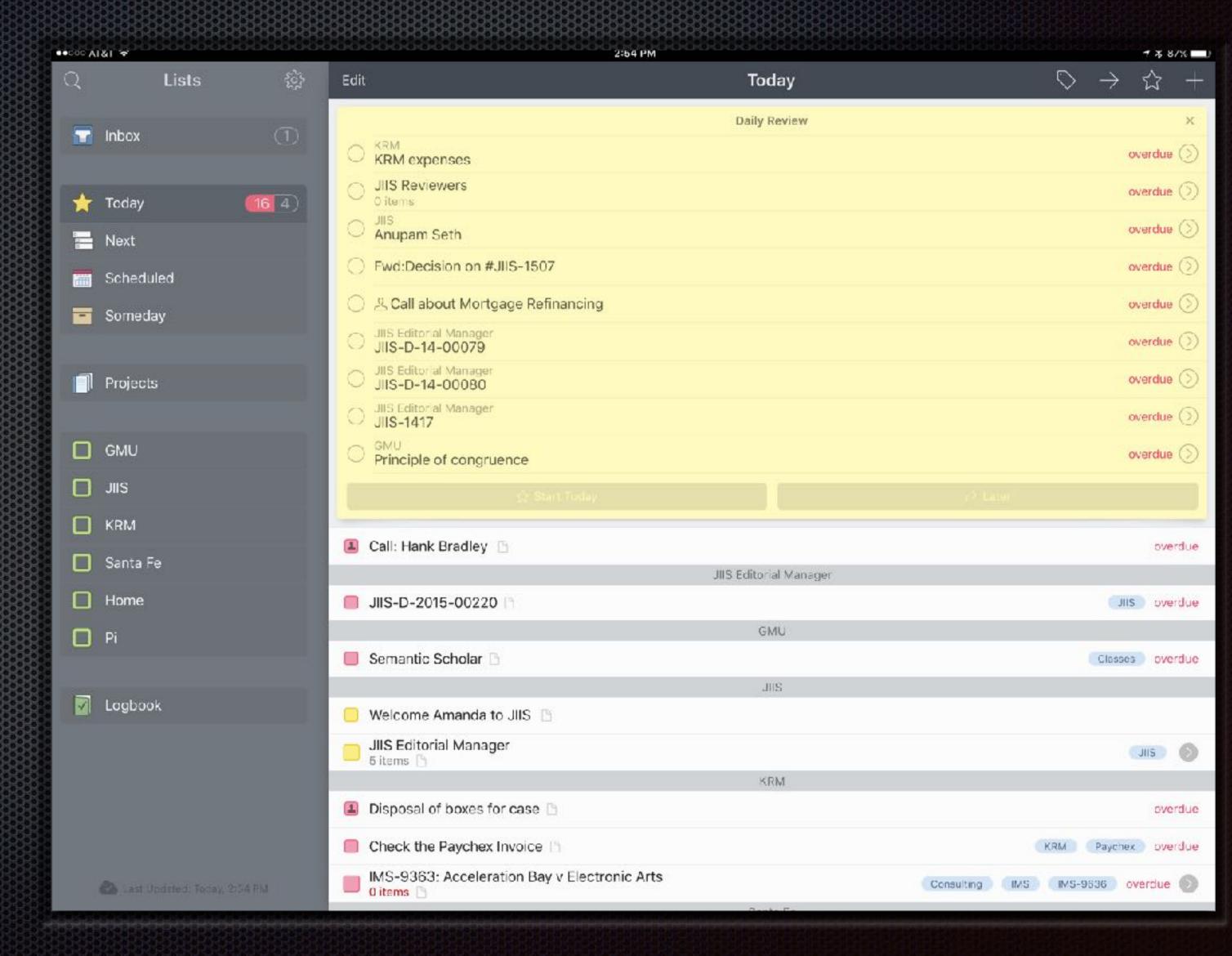
Project: "PI-Scholarship.





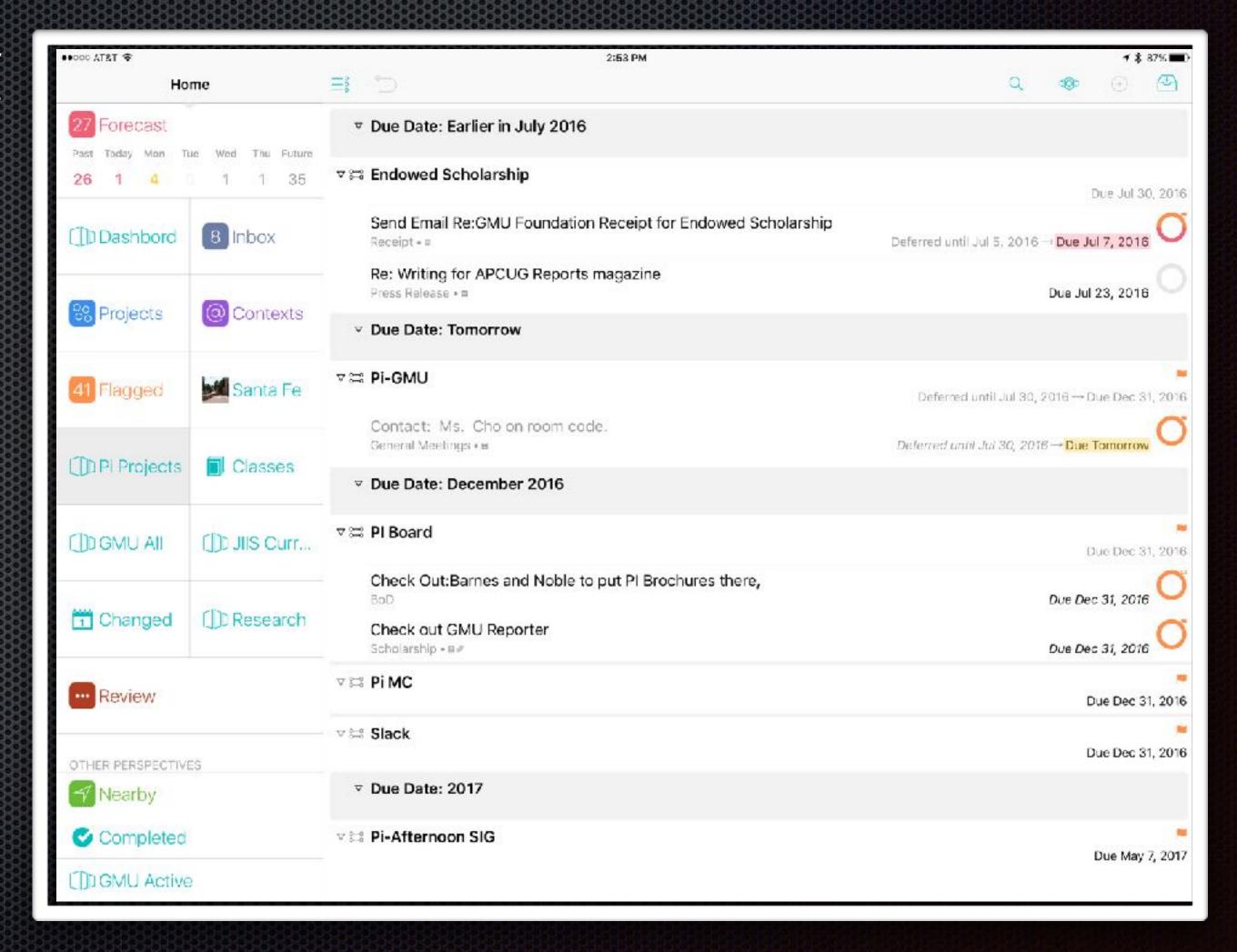
Things

- German company Cultured Code https://culturedcode.com/things/;
- Very clean interface;
- Syncs via their cloud with macOS and iOS;
- Projects consist of tasks;
- Good for defining tasks, associating a person from contacts, and a Area of Responsibility (context)
- Cannot associate a file to the task.
- Can receive tasks from AirMail.



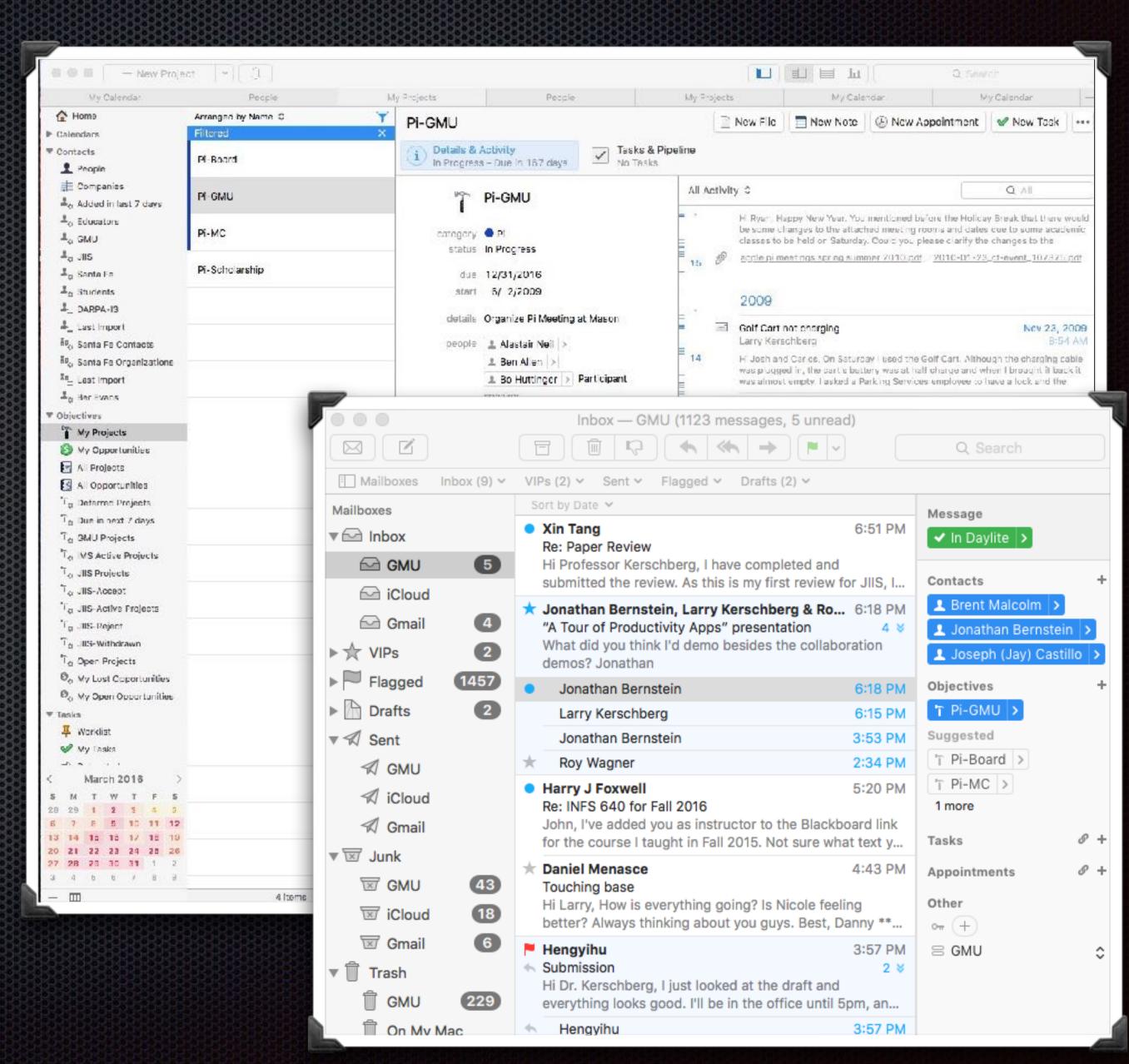
OmniFocus 2

- Produced by OmniGroup https://www.omnigroup.com/omnifocus/
- Adheres to the Getting Things Done method;
- Can define views, called Perspectives to help manage projects and tasks;
- Can review projects periodically;
- Excellent search capability;
- Receives tasks from AirMail;
- Syncs with Omni Server.



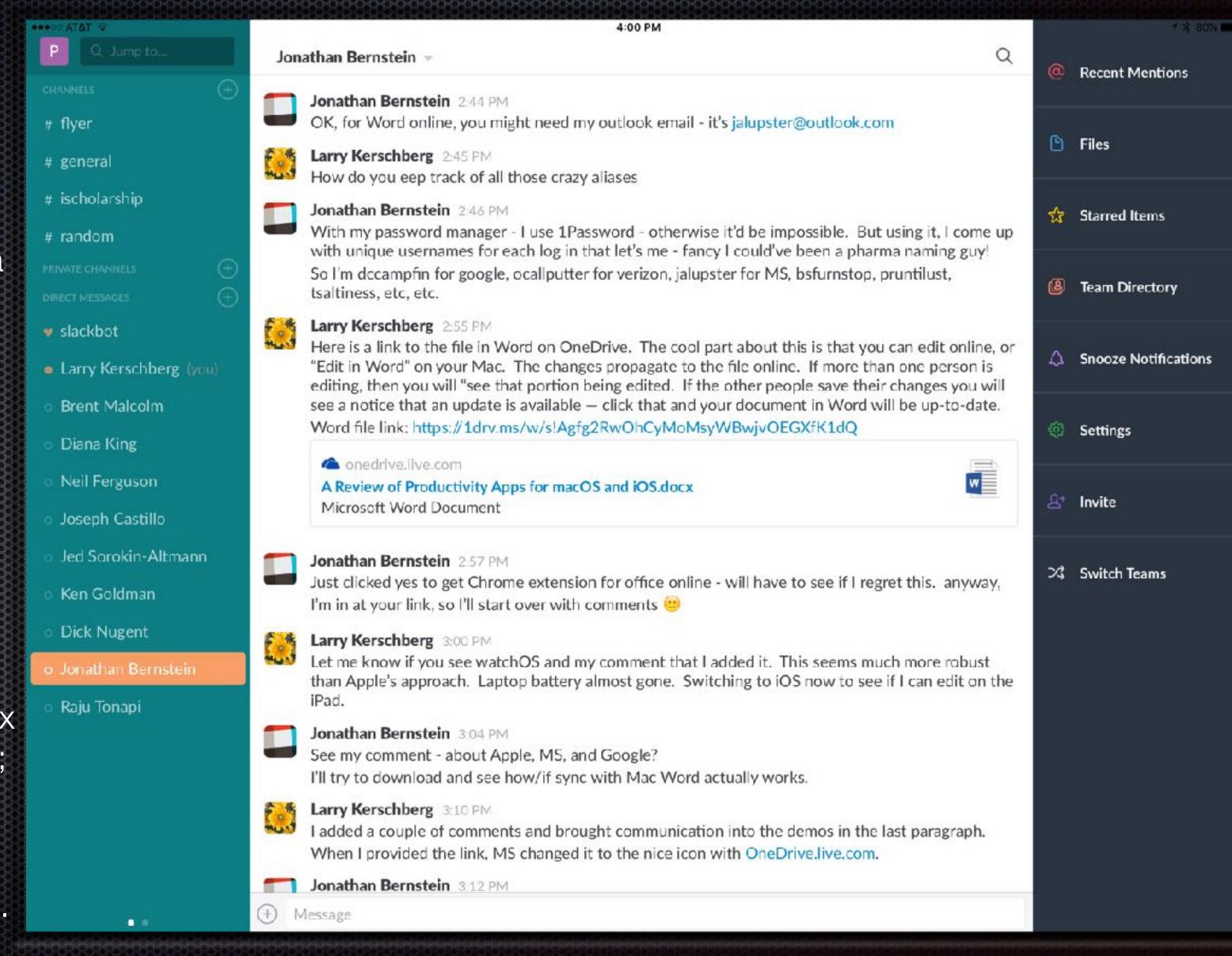
Daylite

- Produced by MarketCircle, Toronto Canada;
- Syncs with Daylite Cloud;
- Uses a Mail.app Daylite plugin for macOS;
- Costs \$300 per year per user in a company;
- Multi-user system allows many people to collaborate on a project;
- Built on the Postgres database system;
- Is the most integrated app and can publish contacts and calendars using (CardDav and CalDav).



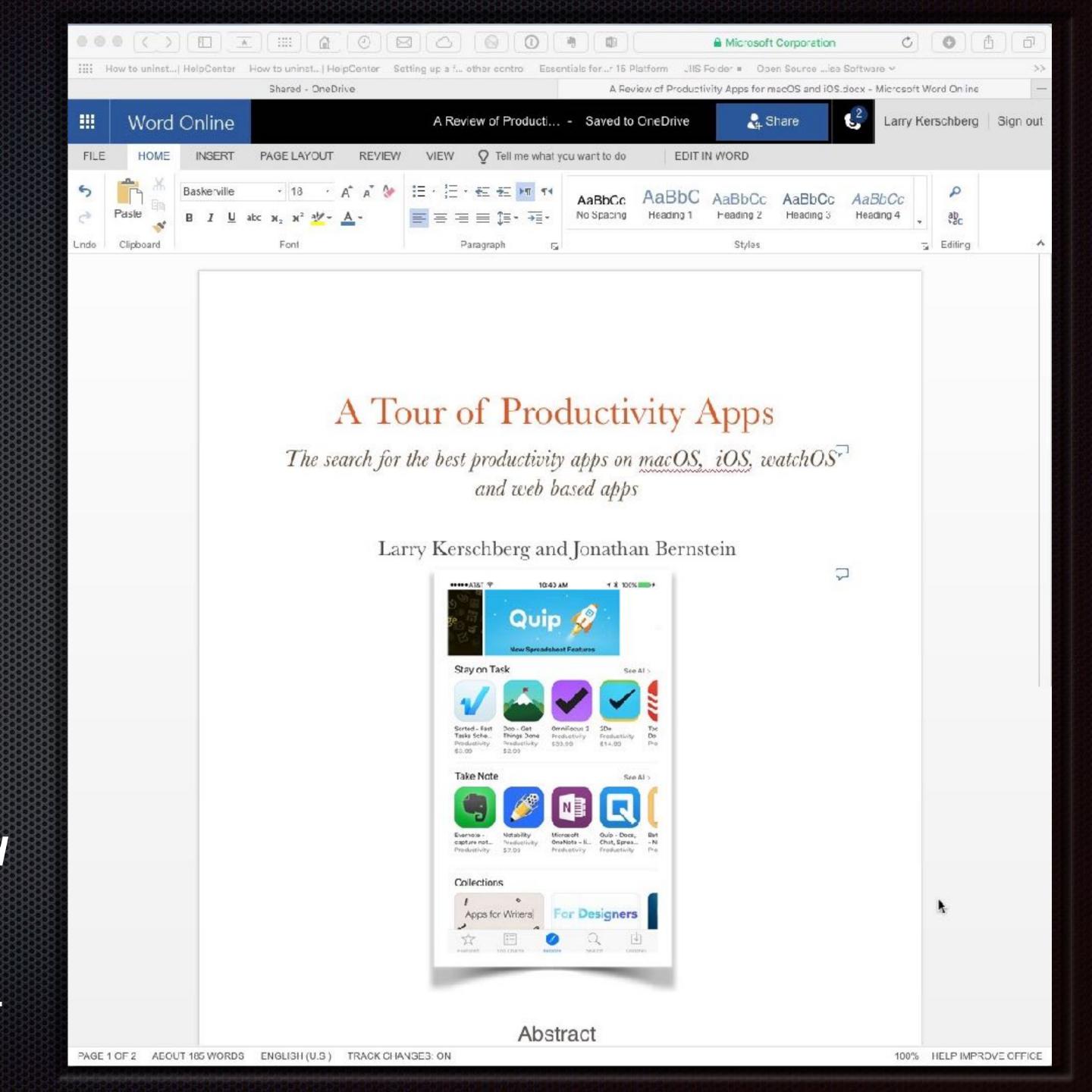
Slack (http://slack.com)

- A messaging app for teams;
- Share messages and share files rather than sending them by email;
- Channels Make a channel for a project, a topic, a team.
 - Public channels Everyone can see what is going on.
 - Private channels sensitive information and invite people to participate in the channel.
- Direct Messages to a colleague in a private and secure fashion;
- Share files by dropping from Google Drive, Dropbox or Box; pasting link to file as shown from OneDrive;
- Powerful search of the entire Slack app.
- Syncs across macOS, iOS, Android, Windows, etc.



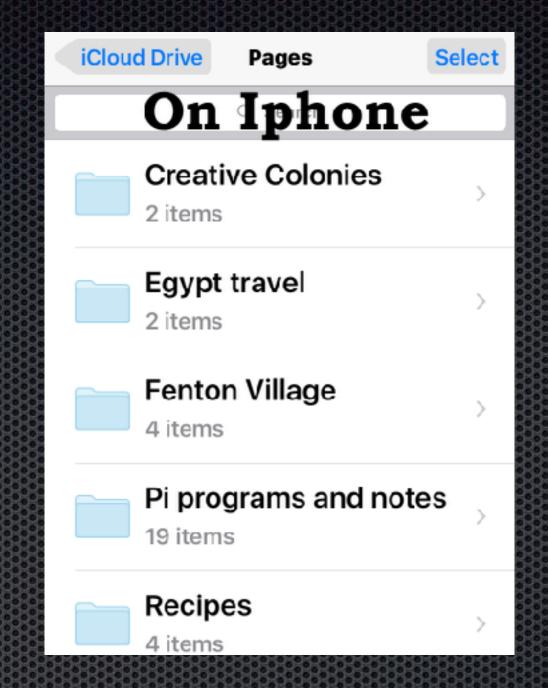
MS Word and OneDrive

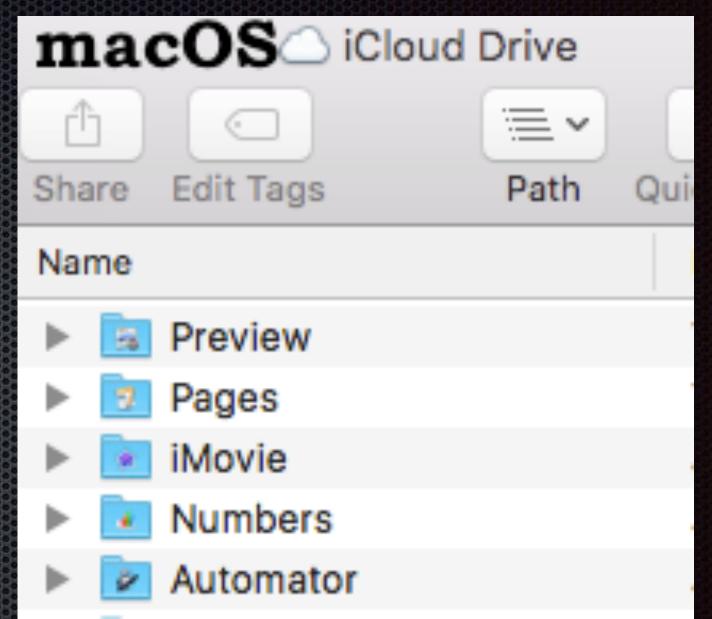
- Runs on Web, macOS and iOS;
- Office 365 subscription costs \$99 a year and includes MS Word, PowerPoint, Excel and OneNote for macOS;
- May install on 5 Macs including 'gifts' to friends. Apps on iOS are free.
- 1 Terabyte of OneDrive storage for each individual in the subscription;
- MS Word allows sharing of a document via OneDrive and *editing simultaneously and in real-time* on Web, macOS and iOS;
- Seamless integration across all platforms.

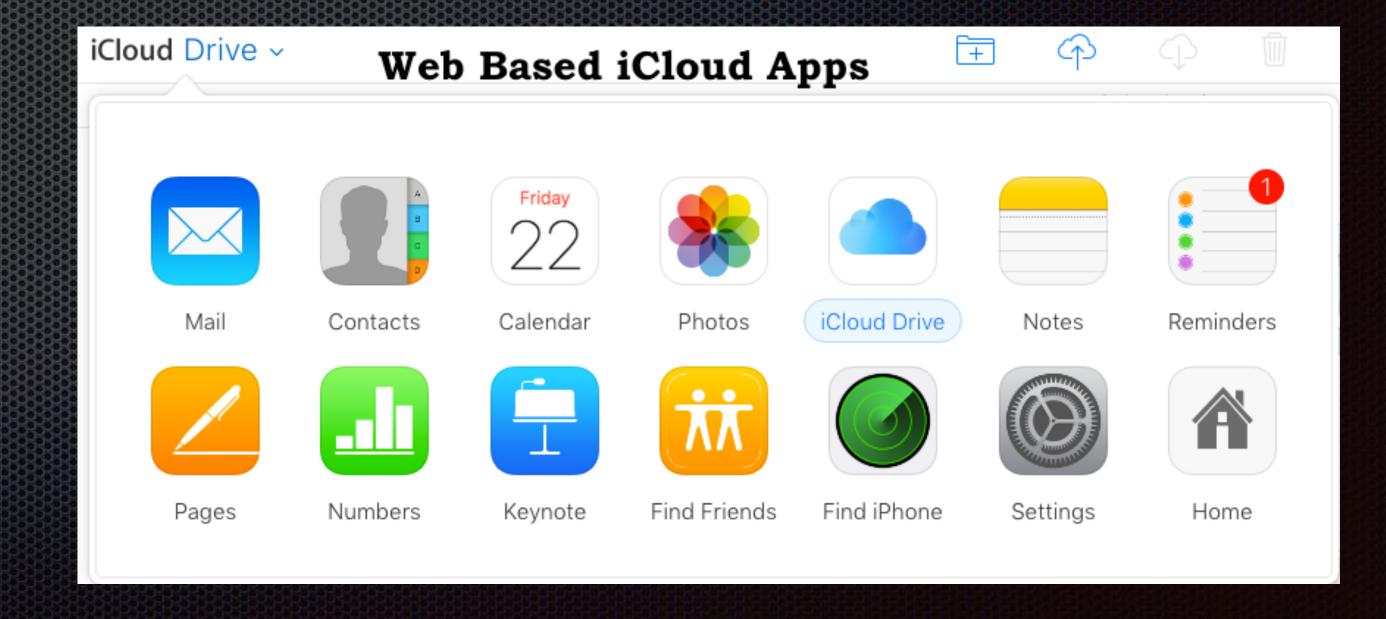


Pages & iCloud

- Apple's Pages app, part of Apple's free productivity suite, runs in macOS, IOS, and online at <u>icloud.com</u>.
- Apple joins Dropbox, Box, Google Drive, OneNote and others with iCloud Drive, a native macOS Finder folder plus IOS app allowing file access across all Apple devices.
- iCloud is free up to 5 GB, but the \$12/year bump to 50 GB is well worth it to save all but videos in iCloud Drive and share among devices.
- iCloud Apps allows live collaboration via sharing a link, much like other such services.
 Collaboration improved, but not as robust as GoogeDocs or OneNote.



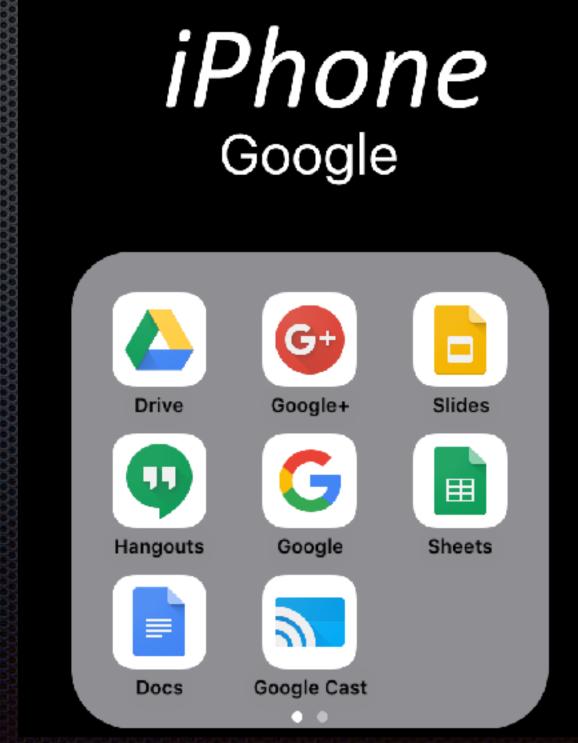




Google Docs/Drive

- Google started web based productivity apps with Google Docs stored in online Google Drive.
- GDocs pioneered online collaboration, allowing widely disbursed work groups to actively collaborate.
- Google Drive is a macOS Finder folder, like Dropbox, Box, iCloud Drive, OneNote and others..
- GDrive is free up to 15 GB, and \$24/yr. buys 100GB. But note that files created in Google's docs, sheets, or slides, don't count toward storage aliquot.
- While Google has no desktop application, it has entered the IOS and android world with google modules, including docs, sheets, slides, and hangouts.
- So live online web collaboration on a GDoc is old hat, and we'll see how things work using iPad app instead.





Demos of selected apps

- Airmail 3 Side-by-Side comparison with Apple Mail; Send message to other Apps.
- Evernote "Scan a business card"; "Send a file", "send email message to Evernote"; Send note from Evernote to other apps"; "search for messages by tags, by text, by map"; Brighton Beach example by map search.
- Fantastical Show ease of adding an event; try natural language dictation of an event; show the day, week, month and year views.
- Things and Omnifocus Show user interface and how it maps to our conceptual model; Set up a project for the PI Scholarship, scan the check and attach it to the email message task.
- Daylite Show the Daylite "plugin" for Apple Mail; Explore Daylite project for PI Scholarship; add check to the project. Show how projects, contacts, calendar, appointments, tasks are all integrated.
- MS Word Show collaboration
- Pages in iCloud Show collaboration
- Gdocs Show collaboration

Conclusions

- Productivity apps are designed to make us more 'productive';
- Developers are constantly trying to improve their software products;
- The important thing is for you to choose apps that 'match and support' the way you work, your workflow!
- App communication allows each app to perform its functions well, so that we can combine them to create productive workflows;
- Get thee to the app stores to try out some apps to enhance your productivity and creativity.