

Teacher Productivity Tools

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Task Management

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
Comindwork	www.comindwork.com	<ul style="list-style-type: none">• Unlimited number of users.• 20 MB of file storage.• To-do lists, milestones, discussions, time tracking, RSS, and reminders.• Wiki and blog, file storage, and tagging.• Charts, reports, and video tools.• Integrates with Project*, Basecamp*, Facebook*, Gmail*, Google Docs*, Yahoo!*, and Twitter*.	✓	✓		Must be at least 13 years old.

		<ul style="list-style-type: none"> • Supports multiple time zones and 29 languages. • Provides a custom project URL. • Free account limited to one active project at a time. • Designed for business; some features may not be applicable to education. 				
Remember the Milk	www.rememberthemilk.com	<ul style="list-style-type: none"> • Create and share tasks. • Tasks accessible from mobile devices. • Manage tasks offline. • Use with Google Calendar*. • E-mail and IM reminders. • Color-code priorities and categorize tasks. 	✓	✓		Must be at least 13 years old.
Zoho Planner	http://planner.zoho.com	<ul style="list-style-type: none"> • Add multiple to-do lists with dates. • E-mail reminders about scheduled activities. • Upload files and images. • Add notes to keep track of daily activities. 	✓	✓		Must be at least 13 years old.

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Online Calendars

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
Google Calendar	http://calendar.google.com	<ul style="list-style-type: none"> • One-time or recurrent events with reminders. • Create multiple calendars. • Events, tasks, and appointments. • File attachments. • Invite others to view or edit calendar. • Embed in Google Sites*. 	✓	✓		Must be of "legal age to form a binding contract."
HiTask	http://hitask.com	<ul style="list-style-type: none"> • Free version provides only an individual calendar. • Assign tasks and receive notification when done. • Paid Premium and Business Services accounts provide additional collaboration. 	✓	✓		Must be at least 13 years old.
Zoho Calendar	http://calendar.zoho.com/mycalendar	<ul style="list-style-type: none"> • One-time or recurrent events with reminders. • Events, tasks, and appointments. • Invite others to events. • Associate appointments with tasks. 	✓	✓		Must be at least 13 years old.

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Assessment Resources

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
Intel® Education Assessing Projects	http://educate.intel.com/en/AssessingProjects	<ul style="list-style-type: none"> Teachers create assessments that address 21st century skills and content knowledge. Database of rubrics, scoring guides, and checklists that can be modified for specific use. Does not save or track student scores online. 	✓	✓ No student use or accounts.	✓ Designed for education.	n/a
QuizStar	http://quizstar.4teachers.org	<ul style="list-style-type: none"> Create online quizzes, automatically grade quizzes, and view results online. Manage multiple classes and quizzes at a glance on the instructor site. Separate instructor and student log ins. Attach multimedia files to questions. Multiple languages. Free, but contains ads. 		✓ Requests students under 13 to use first name and last initial in registration.	✓ Designed for education.	✓

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Data Collection

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
FindTheData	www.findthedata.org	<ul style="list-style-type: none"> Centralized database of information, topics range from business and economics to education and government. Information from public databases, primary sources, and expert sources. Databases can be refined using search parameters. Optional registration. 		<div>✓</div> No registration required.		Must be at least 18 years old and "able to form a legally binding contract."
Google Earth	www.google.com/earth	<ul style="list-style-type: none"> Free, interactive, virtual globe. Street view, historical images, and sky exploration. Navigating, drawing, and measuring tools available. Mobile application available. 	<div>✓</div>	<div>✓</div> No registration required.		<div>✓</div>
Google Forms	www.google.com/goog-le-d-s/forms	<ul style="list-style-type: none"> A survey creation tool. Over 60 themes and 7 question types. See entries in spreadsheet form and add responses to a spreadsheet automatically. Generate charts and graphs. Requires a Google* account. 	<div>✓</div>	<div>✓</div>		Must be "of legal age to form a binding contract."

Google Public Data Explorer	www.google.com/publicdata/home	<ul style="list-style-type: none"> • Data sets from dozens of public organizations. • Select, sort, and turn data into charts and graphs. • Chart colors and selections. • Time feature shows how data in a chart changes over time. 	✓	✓		✓
Polldaddy	http://polldaddy.com	<ul style="list-style-type: none"> • Online survey tool that places polls on blogs, Web sites, and social networks. • Automatically scored quizzes. • Free version allows up to 10 questions and 200 survey responses per month. • Online live results. • Mobile application available. 	✓ Ad free in paid version only.	✓		Must be at least 13 years old.
SurveyMonkey	www.surveymonkey.com	<ul style="list-style-type: none"> • Online survey creation. • Online live results. • Many types of questions, templates, and visual themes. • Required and optional responses available. • Collect data via Web link, e-mail, Facebook*, or embedded on a site or blog. • Free version allows up to 10 questions and 100 responses. • Cannot export data in the free version. 	✓ Ad free in paid version only.	✓		Must be "of legal age to form a binding contract."

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File Sharing Sites

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
4Shared Free File Sharing	www.4shared.com	<ul style="list-style-type: none"> • 10 GB of free file storage. • Available for all file formats. • Share files with anyone, including nonregistered users, through a generated Web link to the file. • Share a read-only version or a file others can edit. • Allow others to upload to the account. • Intuitive to use; similar to an e-mail program interface. • Mobile application available. 	✓	✓		✓
Dropbox	www.dropbox.com	<ul style="list-style-type: none"> • 2 GB of free storage. • Available for all file formats. • Sync files with the online site. • Automatically syncs when new files or changes are detected (requires software installation). • Work on files when offline. • Shareable, online photo galleries. • 30 days of undo history. 	✓	✓		✓

		<ul style="list-style-type: none"> • Shared folders viewable only by invited users. • Mobile application available. 				
MediaFire	www.mediafire.com	<ul style="list-style-type: none"> • 50 GB of free storage. • Available for all file formats. • FileDrops allow collaborators to upload files into an account. • Bulk download feature allows users to download multiple files or entire folders with a single click. • Individual files and folders can be password-protected. • Mobile application available. 	✓	✓		✓

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Social Networks and Microblogs

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
Facebook	www.facebook.com	<ul style="list-style-type: none"> A social networking service and Web site. Create personal profiles, add other users as friends, exchange messages, and join common interest groups. 		 Privacy settings can control who can view a student's information.		Must be at least 13 years old.
Fakebook	www.classtools.net/fb/home/page	<ul style="list-style-type: none"> Designed to look and function like Facebook*. Students create fictitious profiles of historical people, book characters, famous politicians, and so forth. Read and comment on posts. Free version has a large advertising column that may be distracting to students. 	Ad free on paid version only.		 Designed for education.	
MySpace	www.myspace.com	<ul style="list-style-type: none"> A social networking Web site with a focus on entertainment. Share information, post pictures, and add music and videos. Ads; front page content may be inappropriate or distracting to students. 		 Students must not post personal or identifying information in profiles.		Must be at least 13 years old.

Twiducate	http://twiducate.com	<ul style="list-style-type: none"> • Designed for classrooms. • Teacher controls a private network of invited participants. • Separate teacher and student log-ins. • Mobile application available. • Add dates and class bookmarks to discussion page. • All conversations can be archived. • Free for educators. 	✓	✓	✓ Designed for education.	✓
Twitter	www.twitter.com	<ul style="list-style-type: none"> • An online social networking and microblogging service. • Send and read text-based posts of up to 140 characters. • Useful for professional development and networking. • “Protect” messages so only accepted users receive them. • Free, but requires registration. 	✓	✓ As long as the account is set up as “protected.”		✓

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Bookmarking Sites

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
Delicious	http://delicious.com	<ul style="list-style-type: none"> Share and tag bookmarks, and create custom link collections. Access popular or valued bookmarks on a subject. Includes a bookmarklet, a browser button that allows users to save links with one click. 		✓ Requires an e-mail address.		Must be at least 13 years old.
Digg	http://digg.com	<ul style="list-style-type: none"> Submit links, or tag bookmarks to create custom collections. Driven by social media, features popular links on front page according to number of "Diggs" the story receives. 	✓	✓		Must be at least 13 years old.
Diigo	www.diigo.com	<ul style="list-style-type: none"> Combines social bookmarking with Web annotation and group collaboration. Browser add-ons include a bookmark, highlighter, sticky note, and sharing tool. Mobile and desktop applications available. Import bookmarks, or export bookmarks to a library. 	✓ Educator version is ad free. Free version contains ads.	✓	✓	✓

		<ul style="list-style-type: none">• Free version allows unlimited bookmarks and 30 total cached pages.• Free educator version allows 20 cached pages per month and a Teacher Console.• Student accounts protect student privacy and have settings that limit communication with users outside the classroom.				
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Collaborative Documents

Name	URL	Features	Ad Free	Student Privacy Maintained	Educator Version Available	Available for All Ages
Google Docs	http://docs.google.com	<ul style="list-style-type: none"> • Web and downloadable versions. • Create, share, and sync documents, forms, drawings, spreadsheets, and presentations. • 5 GB free online storage; paid additional storage available. • Project and task areas. • No concurrent editing. • Requires an e-mail address. 	✓	✓		Must be at least 13 years old.
j2e	www.j2e.com	<ul style="list-style-type: none"> • An online creativity tool designed for education. • Share and collaborate on documents in real time. • Safe environment for children to create, share, and learn. • Animation, audio, and video. • Security settings determine if documents are private, password-protected, or public. • Teachers moderate students' work before being published. • Paid subscription only. 	✓	✓	✓ Designed for education.	✓

ThinkFree	http://member.thinkfree.com/member/goLandingPage.action	<ul style="list-style-type: none"> • View, edit, and share documents using cloud-based software. • Web and downloadable versions. • 1 GB of free online storage. • Project and task areas. • No concurrent editing. 	✓	✓		Must be at least 13 years old.
Zoho	www.zoho.com/docs	<ul style="list-style-type: none"> • Share folders and invite users to view, edit, and add documents. • Word processor, spreadsheet, presentation, note taker, and many other applications. • Free version limited to 1 workspace and 1 GB storage. • Share and concurrently edit files. • Integrate chat in Zoho Show* (presentations) to enhance participation with collaborators and audiences. 	✓	✓		Must be at least 13 years old.

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