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Dropbox is a file hosting service that offers cloud storage, file synchronization, and client software. Dropbox allows users to create a special folder on each of their computers, which Dropbox then synchronizes so that it appears to be the same folder (with the same contents) regardless of the computer it is viewed on. Files placed in this folder are also accessible through a website and mobile phone applications. Provides client software for MS Windows, Apple Mac OS X, Linux, Google Android, Apple iOS, BlackBerry OS, and browsers.

Source: [http://en.wikipedia.org/wiki/Dropbox_\(service\)](http://en.wikipedia.org/wiki/Dropbox_(service))

Why Use it?

Saves time and confusion when you work off multiple devices (PC, laptop, tablet, smartphone...). Allows easy sharing of documents. Easier to create offline documents than some other programs.

Useful Details

- Available at Dropbox.com
- 2-3 GB storage free and there are multiple ways to get additional free storage. \$9.99/mo for 100 GB.
- Can access files offline or from multiple devices. Can edit files right from Dropbox.
- Can look just like Windows file manager.
- Opinion rating:



By Enoc vt (File:Botón Me gusta.svg) [Public domain], via Wikimedia Commons

Evernote is a suite of software and services designed for notetaking and archiving. A "note" can be a piece of formatted text, a full webpage or webpage excerpt, a photograph, a voice memo, or a handwritten "ink" note. Notes can also have file attachments. Notes can be sorted into folders, then tagged, annotated, edited, given comments, searched and exported as part of a notebook. Supports Microsoft Windows, Mac OS X, Chrome OS, Android iOS, Windows Phone, and WebOS), and also offers online synchronization and backup services.

Source: <http://en.wikipedia.org/wiki/Evernote>

Why Use it?

Easy way to capture information you will need in future or for reference. Captures multiple types of documents including emails, PDFs, webpages, all in one searchable interface for easy retrieval.

Useful Details

- Available at Evernote.com
- Premium has some features, such as offline notebooks, not available with the free version. Cost \$5/mo.
- Difficult to judge how much storage you will need since based on item size as well as the number.
- Allows saving in designated folders plus tagging.
- Opinion rating:



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