

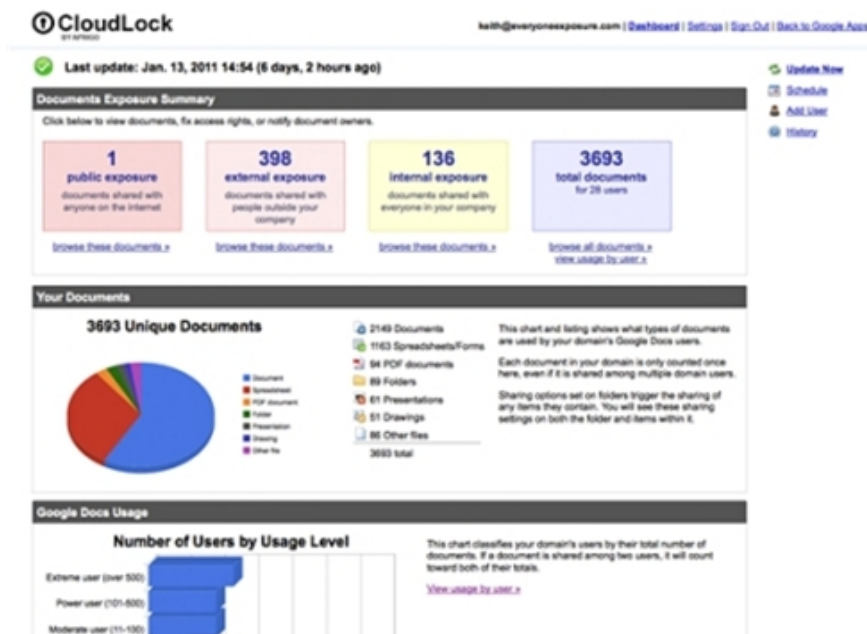
10 great add-ons for businesses using Google Apps

The following 10 add-ons are extremely useful for tasks, from data protection to project management. These 10 add-ons are all available on the Google Apps Marketplace and are mostly free versions.

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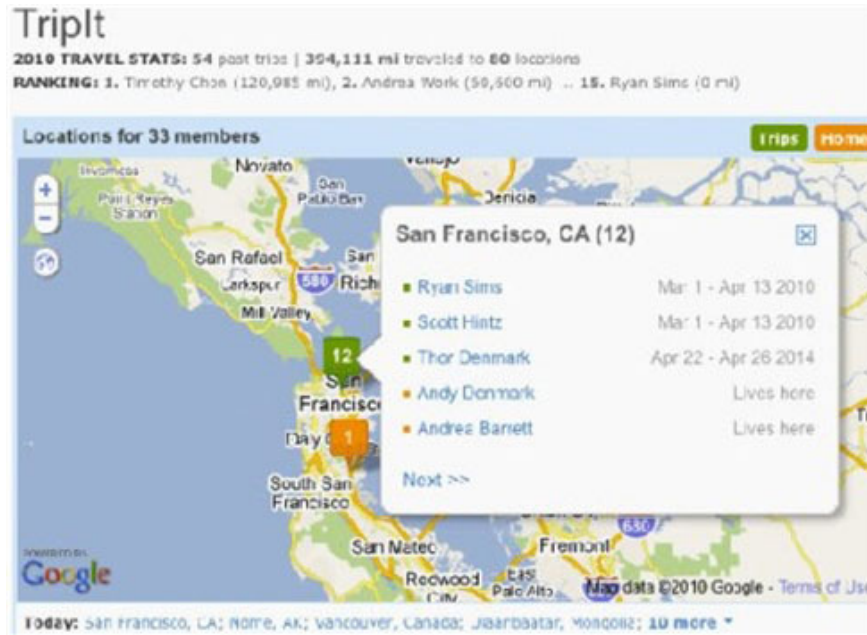
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CloudLock



Application for data protection, tracking the life cycle of Google Docs. This application allows to monitor who documents are accessed, edited and shared with whom, and allows IT administrators to cancel sharing rights if necessary. CloudLock also allows IT administrators to transfer ownership on Google Docs to another user account on the company's domain (in case of an employee retiring). In addition, CloudLock features data analysis based on commodity documents and can monitor the number of inputs / outputs of goods. Free for 10 users, if on this amount, you must pay 4 USD / person for 1 year.

TripIt Travel Organizer



This application integrates information about hotel registration and flights into Google Calendar and Gmail. With just a Google Apps email and a TripIt account, you can confirm journey information from your Gmail inbox automatically instead of using manual processing in TripIt. In addition, TripIt also adds travel details to Google Calendar such as weather, native place time, maps, online registration. Company employees can view other colleagues' travel plans and share them on Google Calendar by joining the company's workgroup group through the TripIt Groups feature. Price: free.

YouCanBook

Schedule an appointment with Sue Frantz

Click on any green time to schedule a 30-minute appointment with me in my office (Bldg 11, Room 213). [Map of Highline Community College campus.](#)

Once you select a time, that slot in my calendar is reserved for you. If you need to cancel, there will be a link in the confirmation email you'll receive. If you do not receive an email, your appointment will be canceled. So don't delete that email until after your appointment.

All times are Pacific. If you'd like to change time zones, use the drop-down menu at the bottom of the calendar.

Wed 10/20/10	Thu 10/21/10	Fri 10/22/10	Sat 10/23/10	Sun 10/24/10	Mon 10/25/10	Tue 10/26/10	Wed 10/27/10	Thu 10/28/10	Fri 10/29/10	Sat 10/30/10	Sun 10/31/10
9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
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Time Zone: America/Los_Angeles

powered by YouCanBook.Me

A Google Apps add-on utility, allowing your customers to register for an appointment. After adding the YouCanBook.Me utility to Google Calendar, you will base on the URL. It is a website that contains your calendar, from which your customers can click to select the time frame you have set up. When the customer

confirms the appointment, the meeting time will be displayed on your Google Calendar and you will receive a reminder email. Price: free in Standard version and 2 USD / person for 1 month for Premium version.

Zoho CRM



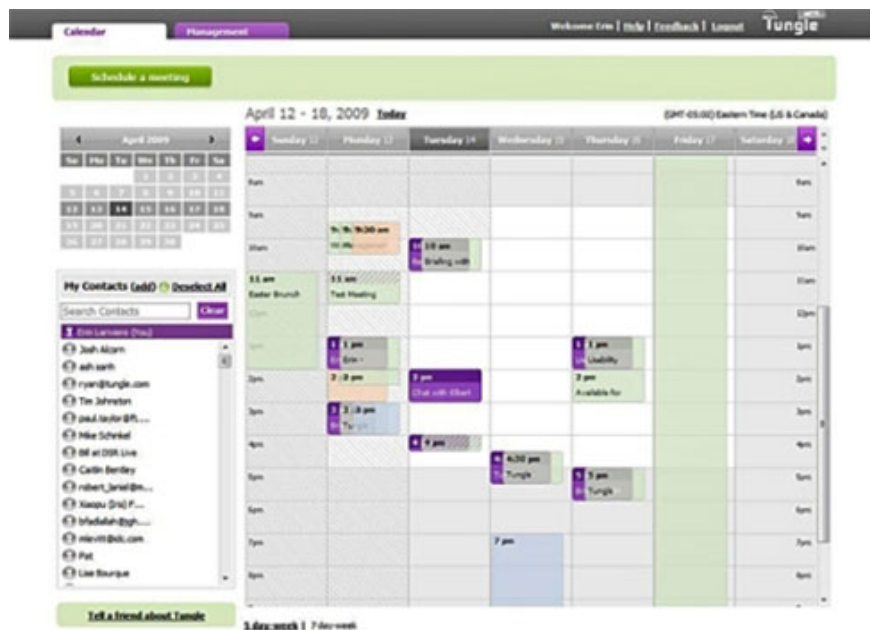
Allows businesses to use Google Apps to sync Gmail and can access other information on Google Apps that is in the Zoho CRM suite. The features of Zoho CRM include documents included with Google Docs, which can publish events to Google Calendar and add contacts from Google Contacts. All are operated inside Zoho CRM. Free for 3 users, but must pay 12 USD / person for 1 month for the edition.

Google Docs Backup



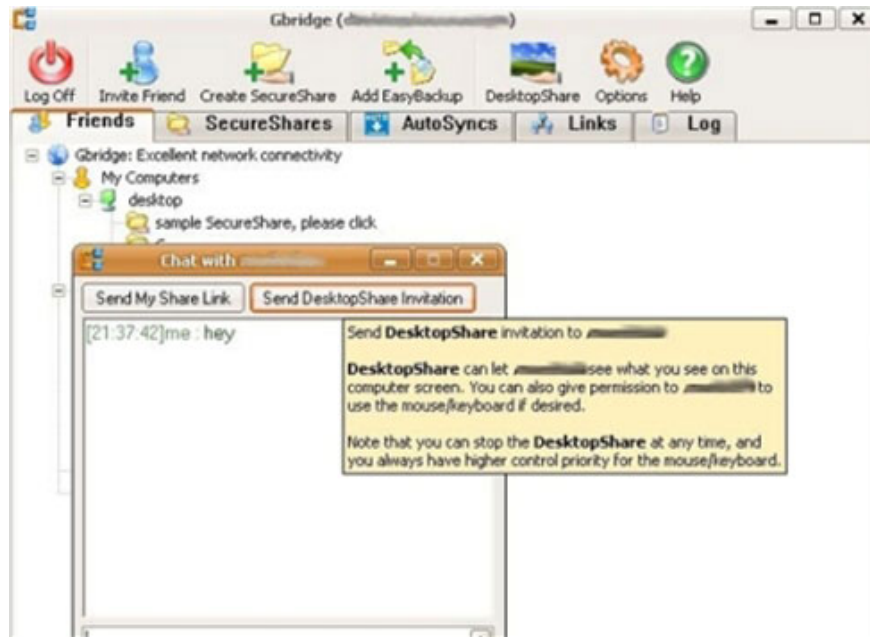
This utility can backup all Google Apps domains or only users' mailboxes. Documents can be accessed offline and can be shared with those who do not use Google Docs. Price: US \$ 10 per person per year for multiple mail boxes or entire Google Apps domains. The free version is available for Gmail users.

Tungle.me



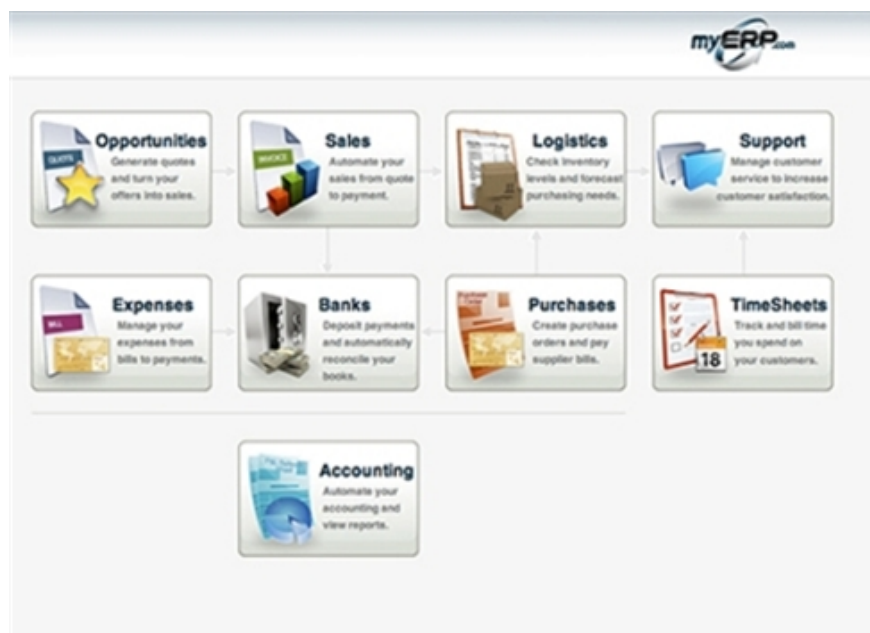
Tungle was acquired by RIM last month, which can sync with Gmail and Google Calendar, allowing users to share work schedules and schedule data with many other users who use the calendar system like Outlook. , Entourage or Lotus Notes. If either party wants to use Tungle to synchronize the work schedule, it must be a member of Tungle. Tungle allows users who are not Tungle members to see the information for free as if everyone is sharing a calendar. Free.

Gbridge



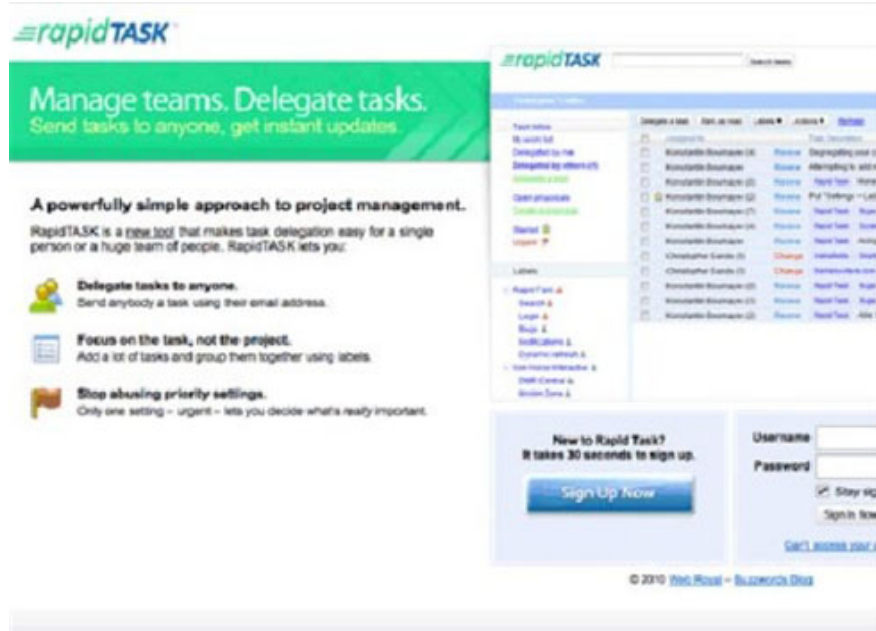
Google Galktalk is a Google Network extension service that allows Google Apps users to sync folders, share and backup files, remotely chat and access desktops. Gbridge is also known for its ability to become a peer-to-peer virtual private network (VPN) among computer users if they log in to the same Gtalk user account. Gbridge 2.0 fully supports Google Apps accounts, making it easy to create VPNs in Google Apps. Free.

myERP.com



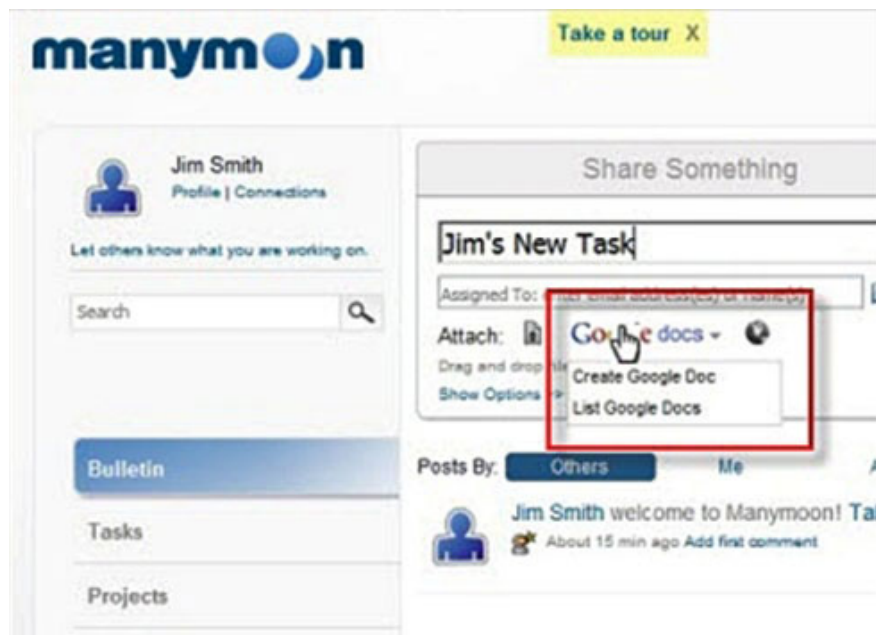
Online enterprise resource planning (ERP) solutions for small and medium businesses, fully integrated into Google Apps, Gmail and Calendar. This set is web-based, including components such as customer relationship management (CRM), sales, customers, projects, purchasing and warehouses. Anyone with a Google Apps account can log into myERP.com with a few clicks. Price: free version for 2 users. Premium version costs USD 29 per person per month.

RapidTASK



This application aims to simplify the project management process by allowing project managers to create a to-do list and sync it with Google Apps email contact list. RapidTASK integrates with Google Calendar and Gmail, then the project manager shares the tasks to be done so that project members know how the work is progressing. Price: free, premium version is about 5 USD / person in 1 month. For businesses is 25 USD / person for 1 month.

Manymoon



Manymoon was recently acquired by *Salesforce.com*. This is also a project management application, with integration with Google Apps. Using Manymoon, employees can add project information to share on Google Calendars and attach them to tasks, projects and events on Google Docs. Users can also access Manymoon in

Google sites like iGoogle to create, view and complete tasks without having to log into Manymoon. Price: free unlimited users. If you want more advanced features, cost 19 USD / person in a month.

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