

60 Tech Tips in 60 Minutes



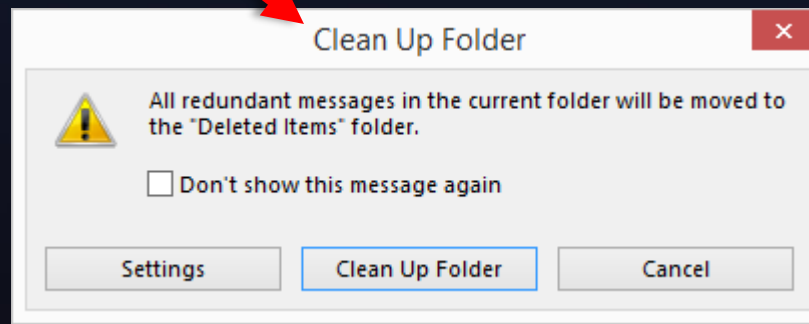
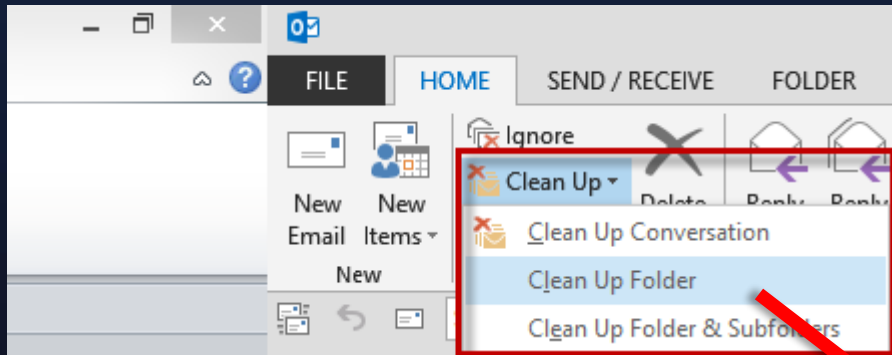
Barron K. Henley, Esq. • bhenley@affinityconsulting.com
Affinity Consulting Group



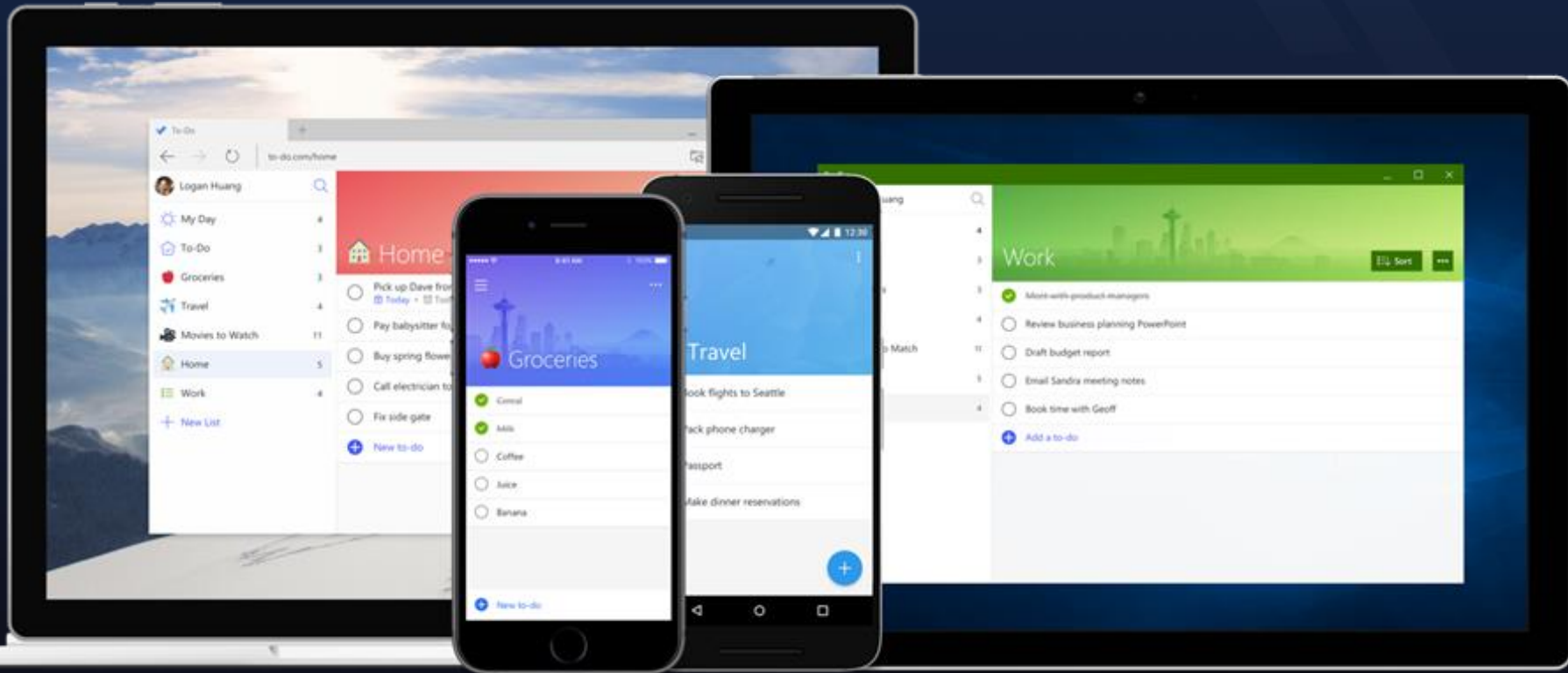
Outlook Tip



Get rid of redundant messages in a thread

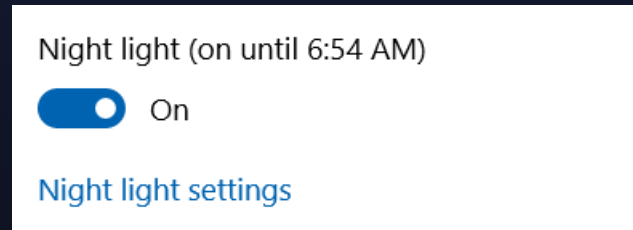


Microsoft ToDo



Sleep Better with Blue Light Filter

- Blue light is said to have a harmful effect on your circadian rhythm, making it harder to fall asleep and stay asleep
- **Windows 10:** settings > system > display > night light
- **Mac OSX:** system preferences > display > night shift





Microsoft Dictate

Download at <http://dictate.ms/>

The screenshot shows the Microsoft Outlook interface with the Dictation ribbon selected. The ribbon includes tabs for Message, Insert, Options, Format Text, Review, and Dictation. The Dictation ribbon has a search bar "Tell me what you want to do" and a "Language Options" section with dropdown menus for "From" (English (US)) and "To" (English). Below these are icons for "Manual", "Punctuation", and "Dictate". A "Manual" icon is also present. A "Language Options" section is visible. The email header shows "From: thecheapskate@gmail.com", "To: arthur@camelot.org", and "Subject: Perhaps he was dictating". The main body of the email contains the text "Perhaps he was dictating a sentence in Microsoft Outlook."

Email Encryption Recommendations

- **Protected Trust** –
www.protectedtrust.com



- **RMail** - www.rmail.com



- **ZixCorp** -
www.zixencryption.com



- **SendItCertified.com**



Need A Virtual Assistant? (or a job done?)



Post a Job

Find a Guru

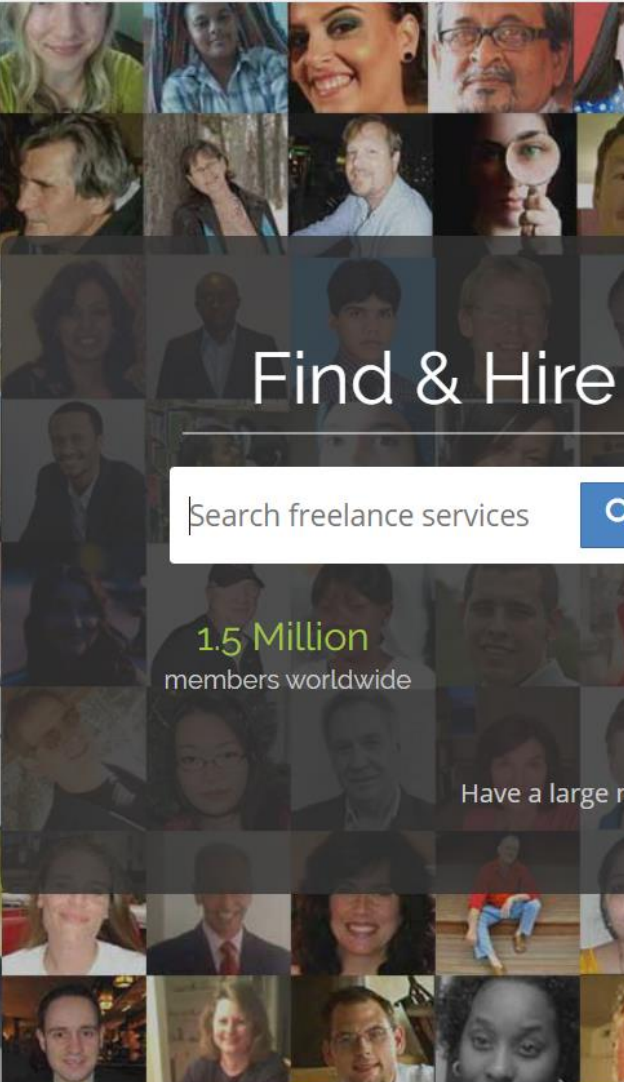
Find



Hire Freelancers ▾

Find **Upwork**™

Find Freelancers



Find & Hire

Search freelance services

1.5 Million
members worldwide

Have a large r

Hire expert freelance job, online

Millions of small businesses use freelancers to
turn their ideas into reality.

I want to Hire

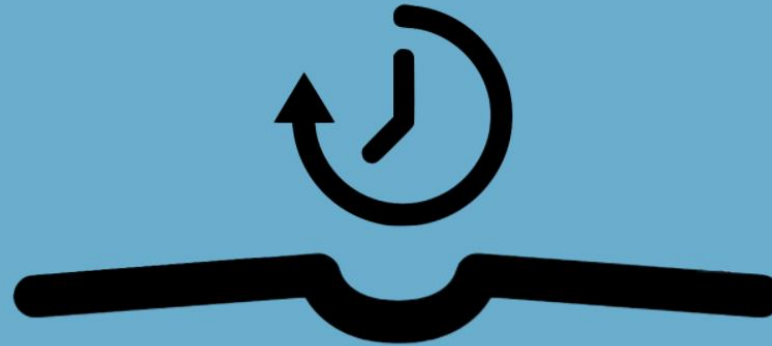
I want to Work

ROB SAVED THE SHIPPING CODE OVERNIGHT

GET IT DONE WITH A FREELANCER

What type of work do you need?





How Long to Read

the antidote|



Most Popular Books



FindTime by Microsoft

Vote on your preferred times



How others voted

SEPTEMBER 18 FRIDAY

9:30 AM

Prefer Can do No way

Erica Ev Geor... Ian James Kevin

12:30 PM

Prefer Can do No way

Erica Ev Geor... Ian James Kevin

SEPTEMBER 21 MONDAY

4:30 PM

Prefer Can do No way

Erica Ev Geor... Ian James Kevin

Ted Talks – www.ted.com

Please watch How Great Leaders Inspire Action by Simon Sinek



WWW.QUORA.COM

Ask and Answer Questions – it's addictive and educational

The screenshot displays the Quora website interface. At the top, the Quora logo is on the left, followed by navigation links for Home, Answer, and Notifications, and a search bar on the right. The main content area is divided into a left sidebar and a main feed. The sidebar includes sections for Feeds (with an Edit link), Top Stories, New Questions, and Bookmarked Answers, with a list of categories: Cooking, Health, and Science. The main feed shows a question by Barron Henley: "What is your question?". Below it is an answer by Jake Derin, titled "What's your most controversial political opinion?". The answer text reads: "Well, you asked for it. The following is, in its uncensored form, my most controversial political opinion. Spoiler alert: it may offend you. White privilege is a dangerous, divisive idea that's effectively alienated the white working class in America. I know, I'm too blinded by my privilege to make a reasonable argument, but hear me out."

Quora Home Answer Notifications Search Quora

Feeds Edit

Top Stories

New Questions

Bookmarked Answers

- Cooking
- Health
- Science

Barron Henley
What is your question?

Answer · Politics

What's your most controversial political opinion?

Jake Derin, I am the product of infinite monkeys on infinite typewriters
Answered Dec 20

Well, you asked for it. The following is, in its uncensored form, my most controversial political opinion. Spoiler alert: it may offend you.

White privilege is a dangerous, divisive idea that's effectively alienated the white working class in America. I know, I'm too blinded by my privilege to make a reasonable argument, but hear me out.

Office 2016 Not The Same for Mac

See <http://tinyurl.com/y77ecquf>

<u>Suite-wide Differences</u>	WinOffice 2016	MacOffice 2016	WinOffice 2013	MacOffice 2011	iPad Office
Apps	✓	✗ Missing: Access, Publisher Unavailable: Project, Visio	✓	✗ Missing: Access, Publisher Unavailable: Project, Visio	✗ Missing: Access, Publisher Unavailable: Project, Visio
Visual Basic	✓	✗ Some VB functions missing	✓	✗ Some VB functions missing	✗
ActiveX	✓	✗	✓	✗	✗
Right-to-Left Language Support (e.g., Arabic, Hebrew)	✓	✗	✓	✗	✓
ODF and XPF file formats	✓	✗	✓	✗	✗
Accessibility Checker	✓	✗	✓	✗	✗
Office Roaming and Office on Demand (streaming a copy of Office to a PC for temporary use)	✓	✗	✓	✗	✗
Performance monitoring (tools that give IT power to monitor the health and performance of Office across an organization)	✓	✗	✓	✗	✗
SharePoint integration	✓	✗ Some aspects	✓	✗ Some aspects	✗

Notability for iPad Pro

Notetaking on Steroids
Handwriting, Typing, Recording
Markup PDFs, \$7.99



Save time with Multitasking.

The screenshot displays the multitasking interface of the Notability app. On the left, a PDF document titled "Spinal cord" is open, showing a detailed anatomical diagram of the human spine. The spine is divided into four main regions: **Cranial** (C1-C8), **Cervical** (C1-C8), **Thoracic** (T1-T12), and **Lumbar** (L1-L5). The **Cervical** region is further subdivided into: (C1-C2) neck posture, (C3) trapezius, (C4) traps, (C5) neck, (C6) neck, (C7) neck, (C8) neck. The **Thoracic** region is subdivided into: (T1) finger muscles, (T2-T12) straightening of spine, flexion and extension of wrist, Cervical = quiet inhalation, Medial muscle. The **Lumbar** region is subdivided into: (L1) hip joint, (L2) hip reflexors, (L3) knee extensors, (L4) neck, (L5) hip extensors. The **Sacral** region (S1-S5) is noted as: (S1-S5) lower, middle, second function.

On the right, a Wikipedia article titled "Spinal cord" is open. The article includes a small diagram of the human body with the spinal cord highlighted in pinkish red. The text states: "The spinal cord (in pinkish red) connects the brain to nerves throughout the body." Below the text, there is a "Details" section with the following information:

Latin	medulla spinalis
Identifiers	
TA	A14.1.02.001 #
FMA	7647 #
Anatomical terminology	

The article also includes a paragraph: "The spinal cord is a long, thin, tubular bundle of nervous tissue and support cells that extends from the medulla oblongata in the brainstem to the..."

OneLook[®]
Dictionary Search

OneLook Reverse Dictionary

Describe concept here:

Find words

BETA VERSION (1.1)

How do I use OneLook's reverse dictionary feature?

OneLook's reverse dictionary lets you describe a concept and get back a list of words and phrases related to that concept. Your description can be a few words, a sentence, a question, or even just a single word. Just type it into the box above and hit the "Find words" button. Keep it short to get the best results. In most cases you'll get back a list of related terms with the best matches shown first.

Can You Multi-Task?

Research is pretty clear on this: (you can't)

- We can focus on 1 or 2 things at a time
- “Super taskers” are rare (2% of population)
- **If you think you can multi-task**, see <http://tinyurl.com/ph3e5w2> x or <http://tinyurl.com/od8yctq> x

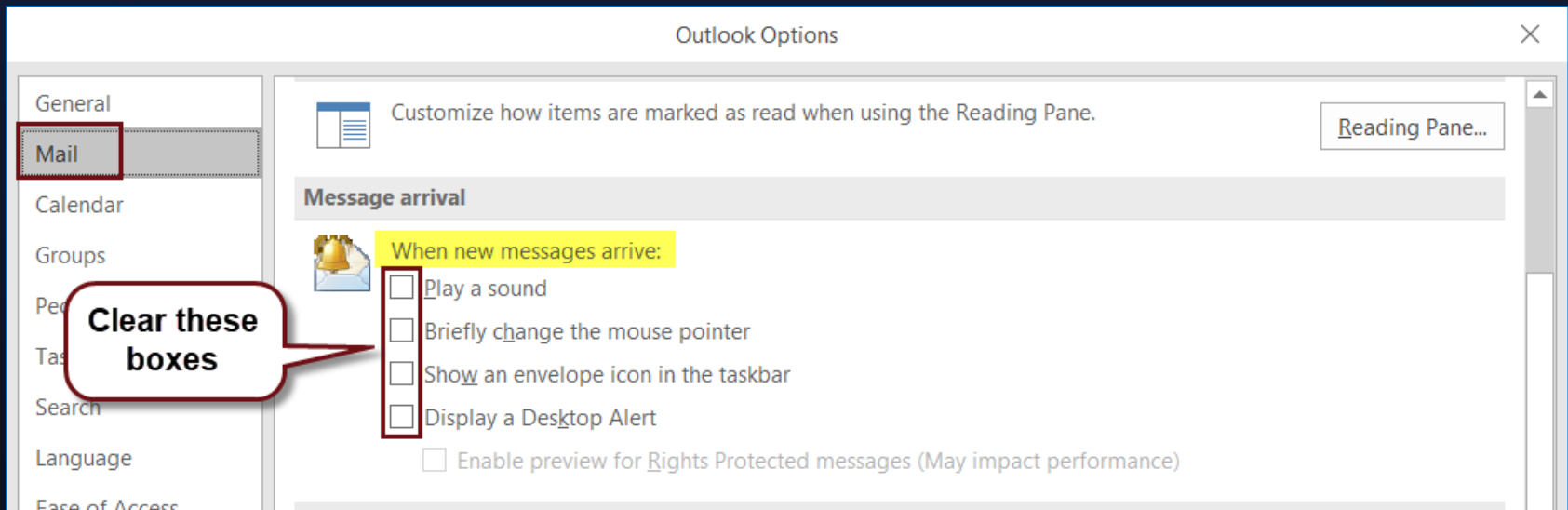
Penalties of Multitasking

“Research demonstrates that when someone multi-tasks, **work actually takes longer and the quality is inferior**. A 2005 study by Hewlett-Packard found that workers who were continually distracted by e-mail and phone calls showed **an effective drop in IQ equal to twice that of those using marijuana.**”

- The Myth of Multi-Tasking by Rich Largman

What To Do About Multitasking

Eliminate the temptation:
Turn Off Email Notifications
(File menu > Options > Mail)



Create Rules for Exceptions

Right-click an email > rules > create rule

Create Rule

When I get email with all of the selected conditions

From Jeffrey H. A. Johnson

Subject contains

Sent to

Do the following

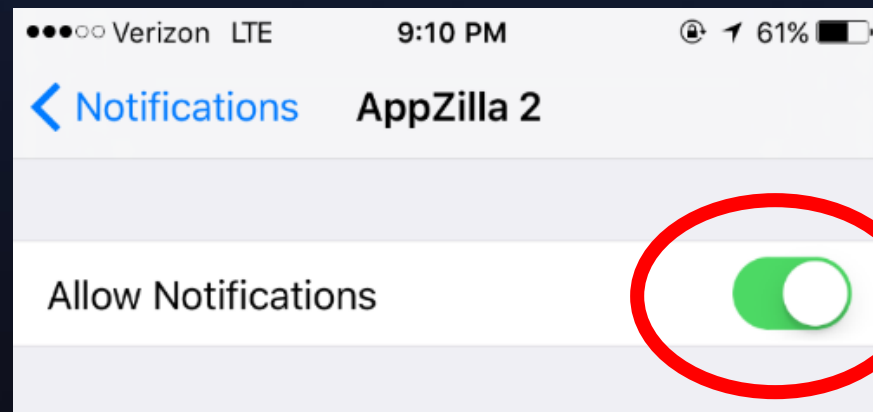
Display in the New Item Alert window

Play a selected sound:

Move the item to folder:

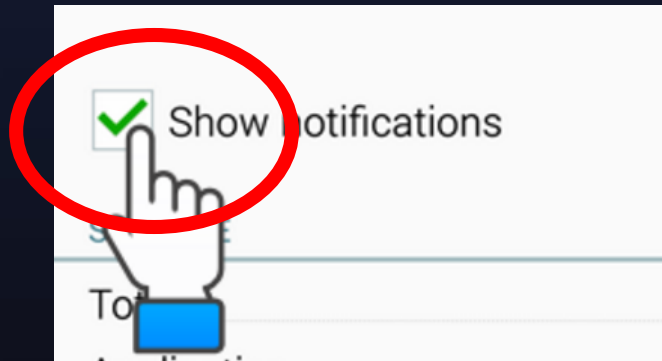
Turn Off Notifications – iPhone

Settings > Notifications >
Select Application >
Turn Off “Allow Notifications”



Turn Off Notifications – Android

Settings > Applications >
Application Manager
Select Desired App



Is your practice wearing you out?



There's a Nap for That

Napping Pods: One Firm's Solution for Tired Lawyers

White & Case has installed two "energy pods" in its DC office

Leigh Jones, The Am Law Daily

May 16, 2017 | 2 Comments

SHARE

PRINT

REPRINTS



If You Can't Afford a Pod

Welcome to the napping revolution

OSTRICHPILOW® Original

\$99
Final price

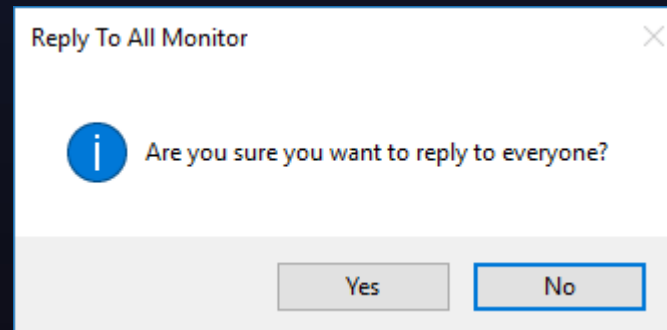


Awesome Microsoft Office Add-Ins



Fantastic Outlook Add Ins

- See www.sperrysoftware.com – they have 33 Outlook add-ins
- Zoom Email Windows - \$10
- Reply To All Monitor - \$15



Grammarly for Word & Outlook

B

Free version or Premium version

Experience the Full Power of Grammarly Upgrade to Premium



Over 250 new, premium checks:

Find sentence structure and writing style issues, and get suggestions for more effective vocabulary usage.



Available directly within Microsoft Office®:

Make your documents shine in Microsoft Word and send clear, professional emails directly from Outlook (PC only).



Relevant corrections for every writing situation:

Get customized checks for student essays, professional emails, personal blogs, and 30 more document types.



24/7 callback and email support:

Have a question or want to share feedback? Our experts are always ready to help!



No-hassle, money-back guarantee:

If you're not fully satisfied with Grammarly within 7 days, we'll refund 100% of your purchase price! First-time buyers only.

Choose Your Plan

One-week money-back guarantee 

Monthly Plan

\$29.95/month

Select Plan

Quarterly Plan

\$19.98/month

Billed as one payment of \$59.95

Select Plan

Annual Plan

Best value

\$11.66/month

Billed as one payment of \$139.95

Select Plan

WordRake

WORDRAKE
Edit for clarity in Microsoft Word & Outlook

HOW TO BUY SOFTWARE ABOUT WRITING TIPS SUPPORT

"~~In any event, a~~^A SAM'S CLUB "lowest level" manager cannot possibly stand in the shoes of, ~~for example,~~ the Store Manager of a hundred-million-dollar Wal-Mart Supercenter."

— Betty Dukes, et al, Plaintiffs, v. WAL-MART STORES, INC.
June 12, 2003 - Defendant's Opposition to Class Certification

Write to the point.

The secret to writing well is rewriting. WordRake tightens, tones, and clarifies your writing. Just click the "rake" button and watch the in-line editor ripple through your document, suggesting edits to remove clutter and improve unclear phrasing, just like a live editor. Give your first drafts the polish of a second or third draft, quickly and painlessly. [Learn more.](#)

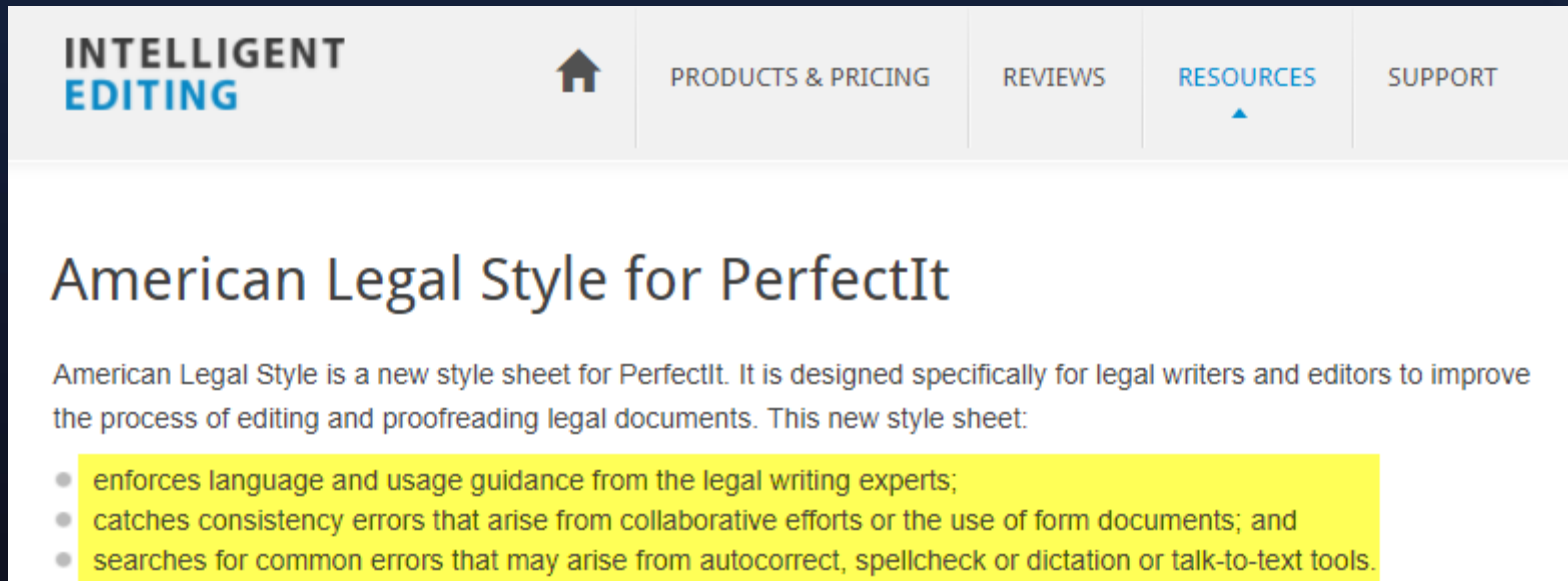
Now available for Microsoft Outlook

FREE Trial
Try WordRake – free for 7 days

Best deal on WordRake
Bundle for MS Word & Outlook (\$199)

PerfectIt – American Legal Style

Only \$99 – see <http://tinyurl.com/y7qkc7at>



The screenshot shows the top navigation bar of the PerfectIt website. The navigation items are: INTELLIGENT EDITING (with a home icon), PRODUCTS & PRICING, REVIEWS, RESOURCES (with a downward arrow), and SUPPORT. Below the navigation bar, the main heading is 'American Legal Style for PerfectIt'. The text below the heading states: 'American Legal Style is a new style sheet for PerfectIt. It is designed specifically for legal writers and editors to improve the process of editing and proofreading legal documents. This new style sheet:'. A yellow highlighted box contains a bulleted list of features:

- enforces language and usage guidance from the legal writing experts;
- catches consistency errors that arise from collaborative efforts or the use of form documents; and
- searches for common errors that may arise from autocorrect, spellcheck or dictation or talk-to-text tools.

Copy2Contact.com

Friday, April 20, 2012 seminars in Oregon - speaking agreement details, proposed

File Message Adobe PDF

Ignore X Reply Reply Forward Meeting Send to Paul Move to Junk Delete Reply All Forward IM More Saved Mail To Manage Team E-mail Done Quick Steps

You replied to this message on 3/1/2012 10:10 PM.

From: Barbara Fishleder <BarbaraF@oaap.org>
To: Barron Henley
Cc: DeAnna Shields; Practice Mgmt Advisors
Subject: Friday, April 20, 2012 seminars in Oregon - speaking agreement details, proposed flyer

Message W-9 IRS.pdf (26 KB) April 20 Adobe flyer.pdf (165 KB)


Lastly, what dates would you be available in March or April?

Thank in advance, and if you have any questions, don't hesitate to contact me.

Select the address, then hit Ctrl C, C

Oregon State Bar Professional Liability Fund
Dee Crocker
Practice Management Advisor
Professional Liability Fund
16037 SW Upper Boones Ferry Road, Suite 300
Tigard OR 07224
503.924.4167
800.452.1639 (In Oregon)
deec@osbplf.org

Save a tree, please don't print this e-mail unless necessary



Dee Crocker

File Contact Insert Format Text Review Add-Ins

Save & Delete Close Save & Forward New OneNote General Details All Fields E-mail Meeting

Full Name... Dee Crocker

Company: Professional Liability Fund

Job title: Practice Management Advisor

File as: Crocker, Dee

Internet

E-mail... deec@osbplf.org

Display as:

Web page address:

IM address:

Phone numbers

Business... (503) 924-4167

Home... (800) 452-1639

Business Fax...

Mobile...

Addresses

Business... 16037 SW Upper Boones Ferry Road, Suite Tigard, OR 07224

This is the mailing address

Map It

Encrypt Your File Sharing Service

www.Sookasa.com



Sookasa

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[Customers](#)

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[Blog](#)

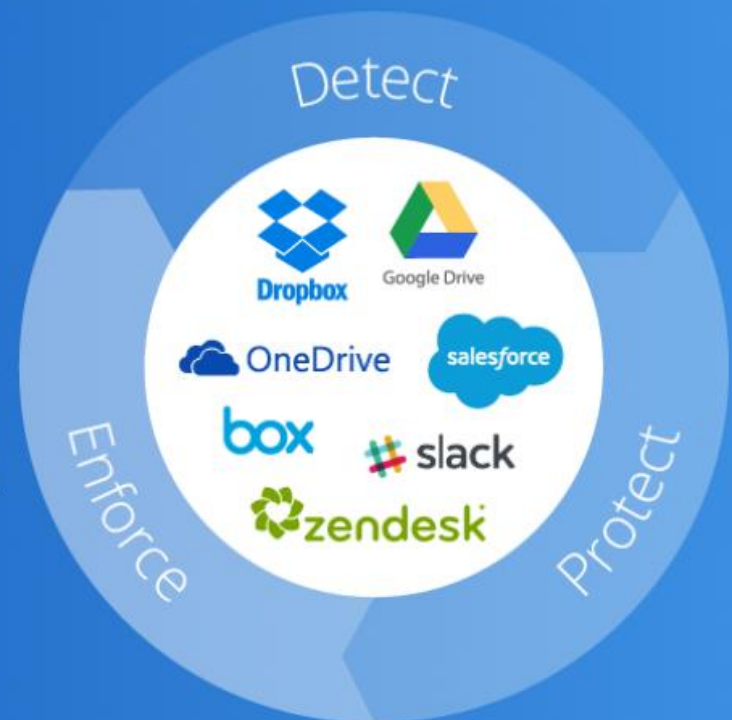


[Sign Up](#)

Cloud security, simplified.

Rely on a single, seamless CASB solution to detect breach risks, encrypt data, and enforce your security policies—across all the tools your team loves, from Dropbox to OneDrive to Slack.

[Request demo »](#)



Best. Mouse. Ever.



Roll over image to zoom in

Logitech

Logitech MX Master Wireless Mouse – High-precision Sensor, Speed-adaptive Scroll Wheel, Thumb Scroll Wheel, Easy-Switch up to 3 Devices

★★★★☆ ▾ 3,250 customer reviews | 384 answered questions

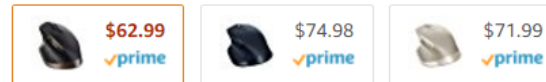
Price: \$62.99 ✓prime

📍 FREE One-Day Pickup. Details ▾

In Stock.

Want it tomorrow, Aug. 26? Order within 3 hrs 57 mins and choose Saturday Delivery at checkout. Details
Ships from and sold by Amazon.com. Gift-wrap available.

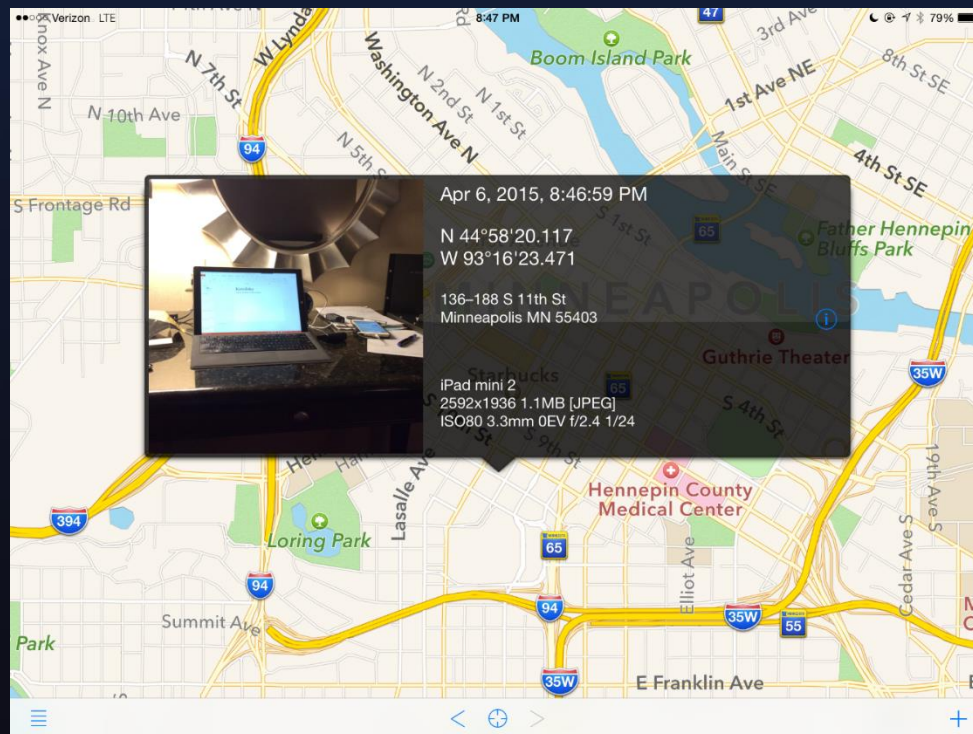
Color: Black



- Unique thumb wheel: For horizontal navigation and advanced gestures
- Easy connections for multiple computers: Use with up to three Windows or Mac computers via included Unifying receiver or Bluetooth Smart wireless technology
- Easy switching between computers with the touch of the button
- Tracks virtually anywhere - even on glass: The Dark field Laser sensor tracks flawlessly even on glass and high-gloss surfaces (4mm minimum thickness)
- Advanced power management: Up to 40 days of power on single charge. You can get enough power for a full day of usage in only 4 minutes, with no downtime while recharging. (Battery life may vary based on user and computer conditions)

Koredoko

Explore metadata of photographs sent from Smartphones



Dragon Anywhere



1 week free trial

\$0

Credit card required. Cancel anytime.
\$15/mo subscription begins at end of
trial.

Get it now

1 month

\$15

Billed every month.

Get it now

12 months

\$150

Save 17%
Billed once a year.
Best value

Get it now

<http://tinyurl.com/jyculq6>

iExplorer

Export Messages, Photos, Voicemails to your PC

The screenshot displays the iExplorer interface for a connected iPhone. At the top, a black iPhone is shown next to the device name 'Frito Hot Spot'. Below the name, technical specifications are listed: Capacity: 55.5 GB, Software Version: 8.2, Firmware Version: iBoot-2261.5.64, Serial Number: FK1NMOKHG5QL, and Phone Number: (614) 580-6852. A progress bar indicates that 22.7 GB is used and 32.7 GB is free. A navigation bar below the progress bar includes icons for Media, Data, and Files, along with an 'All' button. The main area contains a grid of 20 icons representing different data categories: Music, Auto Transfer, Photos & Video, Voice Memos, Messages, Voicemail, Contacts, Call History, Notes, Safari, Calendar, iExplorer Mobile, Documents, Media Folder, Apps, Backups, Mount Device, Root, and Bookmarks.

Frito Hot Spot
Capacity: 55.5 GB
Software Version: 8.2
Firmware Version: iBoot-2261.5.64
Serial Number: FK1NMOKHG5QL
Phone Number: (614) 580-6852

22.7 GB Used | 32.7 GB Free

Media | Data | Files | All

- Music
- Auto Transfer
- Photos & Video
- Voice Memos
- Messages
- Voicemail
- Contacts
- Call History
- Notes
- Safari
- Calendar
- iExplorer Mobile
- Documents
- Media Folder
- Apps
- Backups
- Mount Device
- Root
- Bookmarks

www.dryver.com

We drive your car, so you don't have to[®]

The Nation's #1 Largest Personal Driver Service

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FOR BUSINESS



CAR PICKUP

\$25 CAR PICKUP

+ MILEAGE

LEARN MORE ↕

MOST POPULAR



PERSONAL
HOURLY DRIVER

\$15.95-\$20.45

PER HOUR

LEARN MORE ↕



DRIVER TEAMS
FOR EVENTS

\$45.00-\$53.00

PER TEAM, PER HOUR

LEARN MORE ↕

ENTER YOUR ZIP CODE

SEE RATES

VPN Services

- Hide My Ass
- Private Internet Access
- IPVanish
- PureVPN
- Cloak (Mac only)
- CyberGhost
- VyprVPN
- NordVPN
- Hotspot Shield Elite



Too Many Passwords To Keep Track Of?



Why?

- Part of **your** estate plan
- Too many passwords and logons to keep track of
- Strong passwords
- Use different passwords for different services
- Holds credit cards
- Holds any kind of personal info

You Need A Password Manager!

- Dashlane
- LastPass
- Sticky Password
- LogMeOnce
- TrueKey
- RoboForm
- Keeper Desktop



Portable Full HD Second Monitor

ASUS MB MB168B+ 15.6-Inch Screen - \$180



Use Tablet as Second Monitor

- **iPad**: Duet App (\$16) – Win or Mac
- **Android**: AirDisplay (\$5) or iDisplay (\$5) – Win or Mac



Remember These?



Now There's This!

HP Sprocket Portable Photo Printer
\$130 – 2" x 3" sticky-back photos



Delay Send /Email Yourself Reminders

The image shows a Microsoft Word interface for composing an email. The ribbon is set to 'OPTIONS', and the 'Delay Delivery' button is highlighted with a red box. A red arrow points from this button to the 'Properties' dialog box. In the dialog box, the 'Delivery options' section is expanded, and the 'Do not deliver before' checkbox is checked and highlighted with a red box. The settings for this option are set to '2/16/2016' and '10:00 AM'. Other options like 'Request a delivery receipt' and 'Request a read receipt' are unchecked. The 'Categories' section shows 'Reminder' selected.

From Affinity

To Barron Henley;

Subject

Barron K. Henley, Esq., Partner
Affinity Consulting Group
1550 Old Henderson Rd., Suite S-150
Columbus, OH 43220
Main 614.340.3444
Direct dial 614.602.5561
Direct fax 866.298.2203

Email Yourself Reminders

- If you have a Gmail account, you can set future appointments on the calendar with an email reminder (FREE)
- See also
 - <https://www.followupthen.com/>
 - <http://www.memotome.com/>
 - <http://emailfuture.com/>

Chrometa.com



Chrometa

Tour

Demo

Pricing

Blog

Contact

Sign Up

Already a User? Log In Here



"Passive" Timekeeping ~ It's Easy & 100% Accurate

Chrometa captures your time for you *as you work* on your PC, Mac, iPhone, and Android. No need to start or stop timers. That's all done for you.

It's like having your very own personal timekeeper. Every email you write, every minute you work gets recorded and "automatically" put on your timesheet.

STARTUP

\$12 /Month

One (1) Time Tracker*
*ie. 1 Computer
Integrations & Exports
Email & Phone Support
Live Chat Support 6 Days / Week
Free 30-Day Trial

BASIC

\$19 /Month

Most Popular

Two (2) Time Trackers*
*ie. 1 Computer, 1 Smartphone
Integrations & Exports
Email & Phone Support
Live Chat Support 6 Days / Week
Free 30-Day Trial

PLUS

\$29 /Month

Up To Four (4) Time Trackers*
*ie. 2 or 3 Computers, 1 Smartphone
Integrations & Exports
Email & Phone Support
Live Chat Support 6 Days / Week
Free 30-Day Trial

Best USB/Bluetooth Speakerphone

Jabra SPEAK510 USB/BT Speakerphone for Skype, Lync and other VoIP calls - \$85



Better Time Tracking

iTimeKeep

(app that links with dozens of accounting & case mgt programs)

Bellefield

iTimeKeep | Timelab | About Us | Success Stories | Resources | Our Blog

Introducing the New
iTimeKeep
MOBILE | DESKTOP | WATCH

> Schedule a Demo

You're doing the work.
Get paid for it.

DATE	DESCRIPTION	HOURS	RATE	TOTAL
TODAY	8:00 HOURS			
01/01/2015	Research and development	8.00	\$25.00	\$200.00
01/01/2015	Research and development	8.00	\$25.00	\$200.00

iTimeKeep Integrations

iTimeKeep Integrations

- Aderant®
- Amicus®
- CarpeDiem® / TimeKM®
- Coyote
- DTE
- Elite® Enterprise
- Elite® Webview
- Elite® 3E
- Juris® LexisNexis
- LawBase®
- LSS®
- Omega®
- Orion
- PCLaw®
- PerfectLaw
- Practice Management
- ProLaw®
- ProVantage®
- Rippe & Kingston LMS
- TABS3®
- TimeMatters®
- TimeSlips
- Total Office (Former Client Profiles)
- Versys®

Best Desktop Scanners



Best Desktop Scanners

Fujitsu ScanSnap iX500 - \$419

- 25/50 ppm
- Includes Adobe Acrobat
- Scan business cards
- Scan to Word files
- Auto-rotates
- Auto-senses paper size
- Auto-senses color or B&W
- Scan to phone or tablet (wirelessly)
- Scans front & back simultaneously



Best Desktop Scanners

Epson ES-400 - \$349

- 30/70 ppm
- TWAIN Compliant
- Scan business cards
- Scan to Word files
- Auto-rotates
- Auto-senses paper size
- Auto-senses color or B&W
- Scans front & back simultaneously
- 50 page feeder



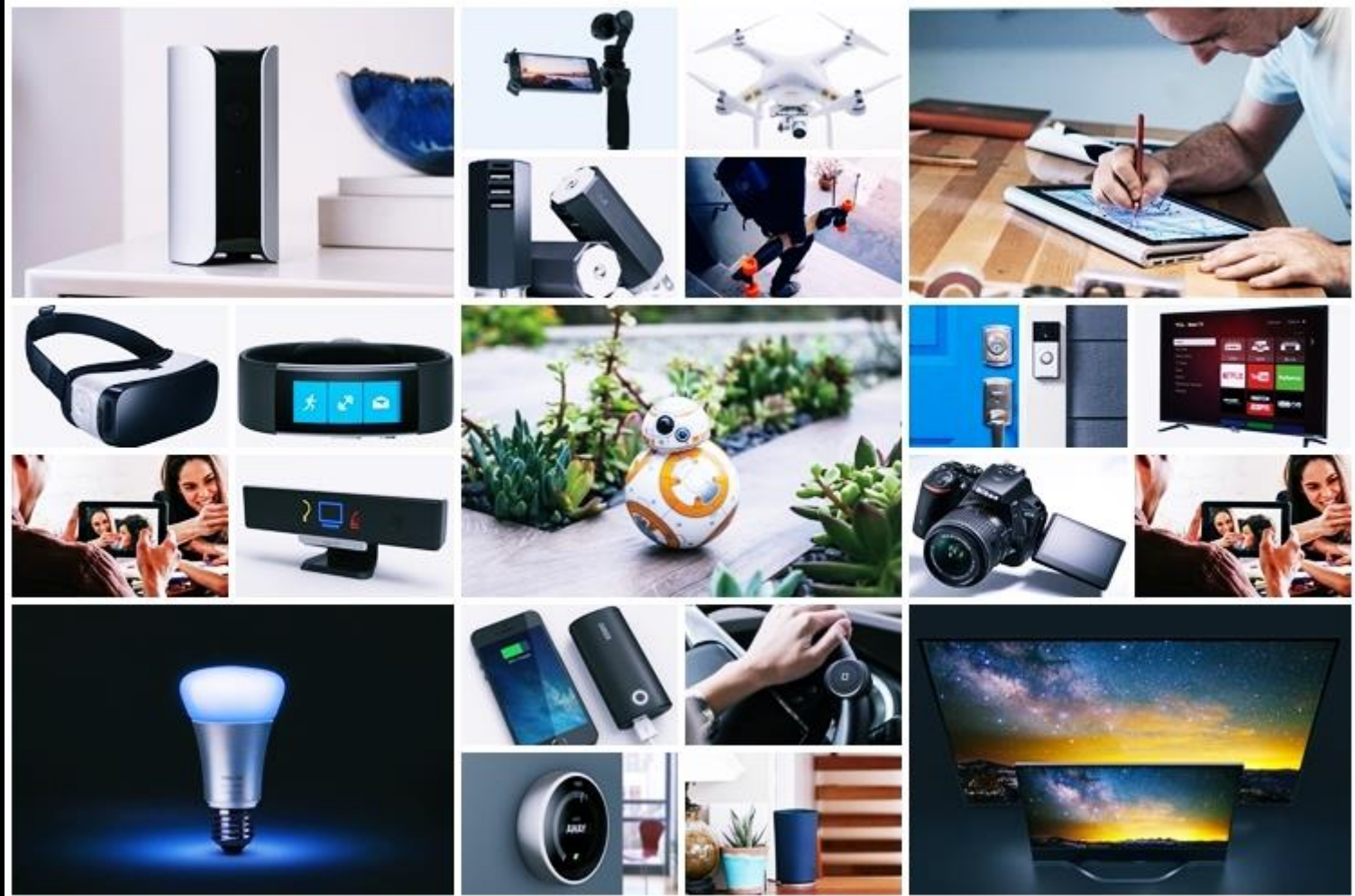
Fujitsu Fi-7160

\$879

- 60/120 ppm
- 80 sheet feeder
- TWAIN compliant
- Scans duplex
- Auto-deletes blank pages
- Color or B&W

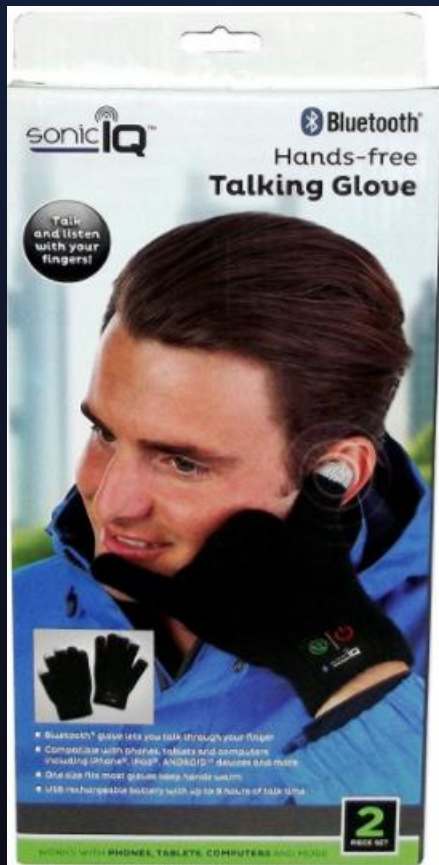


Gadgets You Need



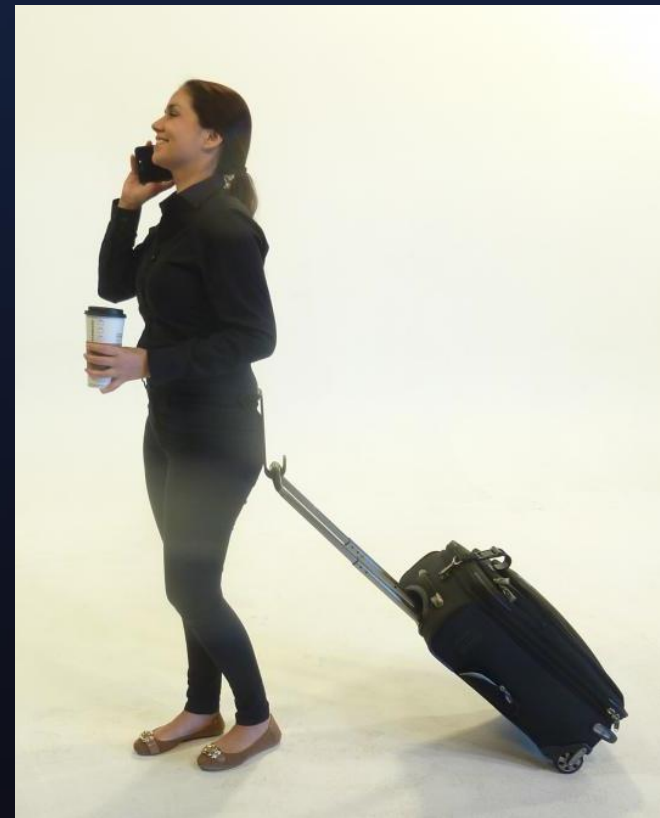
Bluetooth Talking Glove

- \$24 on amazon



My Hitch - \$18

<https://www.mybaghitch.com/>



Best Knife Sharpener

Life is too short to use dull knives

Chef's Choice 15 Trizor XV EdgeSelect Electric Knife Sharpener - \$140



www.beardowear.com



Technology You Can "Use" - \$13

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5 STAGE DIMMER



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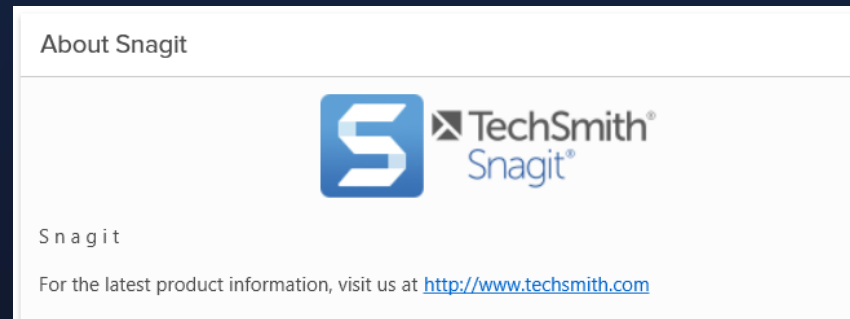


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Document Internal Processes!

Snagit for Screen Shots & Instructions (\$49)



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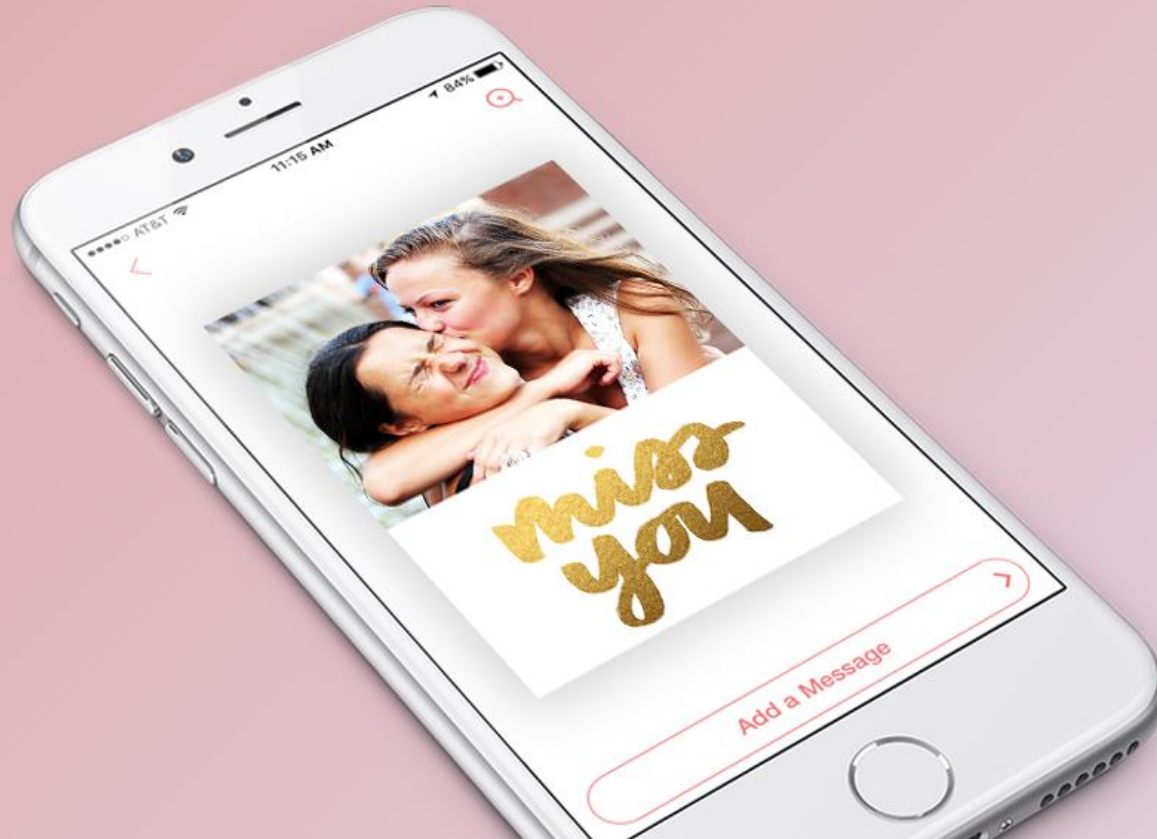
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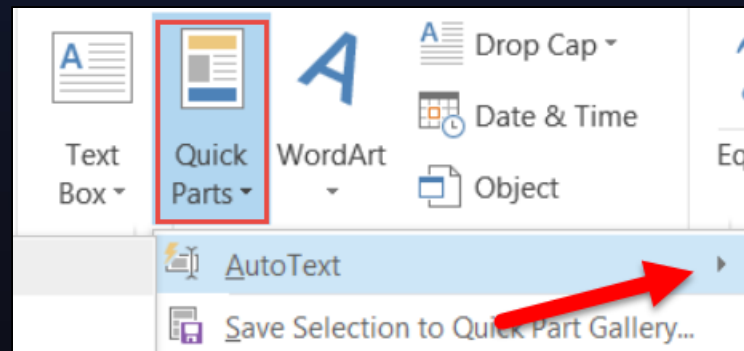
Text to Download



AutoText

Copy Frequently Used Text

New Email > Insert > Quick Parts > AutoText > Save Selection to AutoText Gallery



Text Expander



“Autotext” entries on an iPhone/iPad (\$4.99)

The image displays two screenshots of the Text Expander app interface. The left screenshot shows a list of 12 snippets under the heading "Sample Snippets". Each snippet includes an abbreviation and its corresponding text. The right screenshot shows the "Edit Snippet" screen for the "sig3" snippet, displaying its abbreviation, content, and formatting options.

Abbreviation	Text
aaddr	123 Market Street
ddate	%e %B %Y
dnthx	Dear %filltext:name=person name:width=25%,
sig1	Cheers,
sig2	Yours sincerely,
sig3	Best regards,
sms1	I'm running late. Be there soon.
sms2	Traffic is terrible. I'll be late. Sorry.
sms3	I forgot all about our appointment. Can we reschedule?
ttel	415-555-1212
tyvm	Thank you very much!
xdate	%H:%M:%S

Edit Snippet

Abbreviation: sig3

Content: (Formatted)

Best regards,
Jane Smith
Senior Vice President
Acme, Inc.

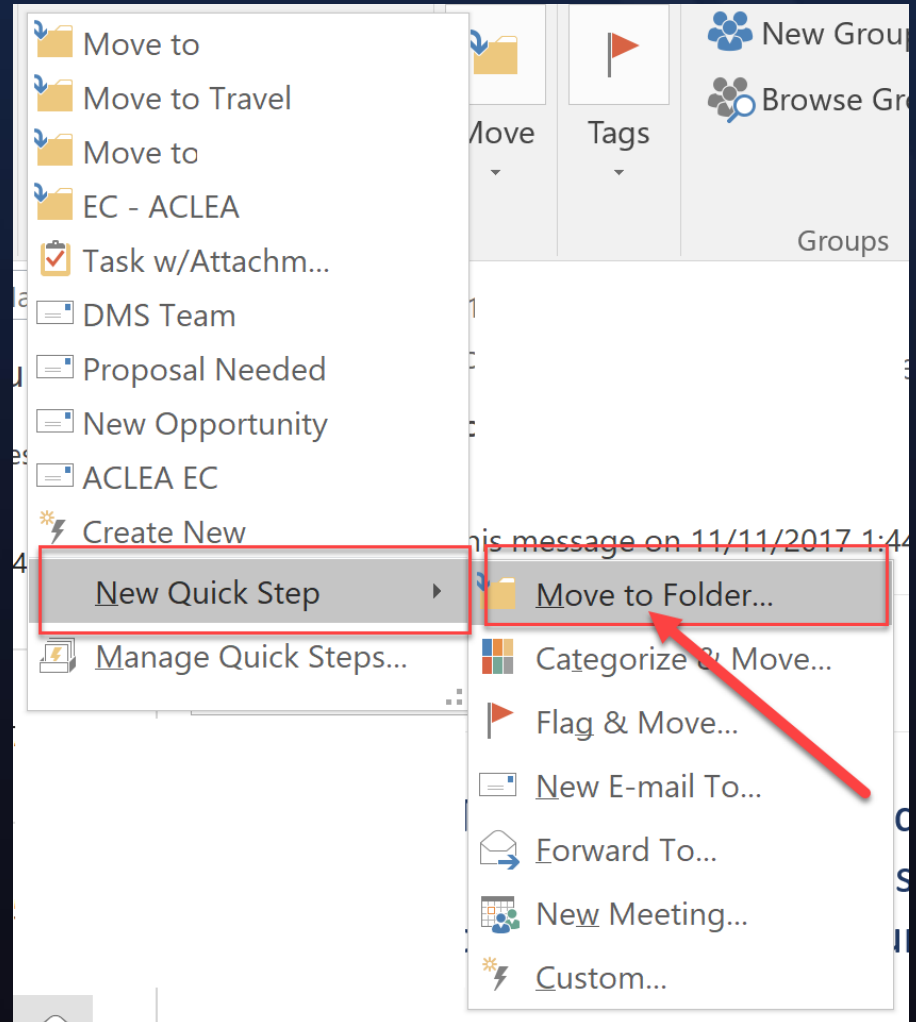
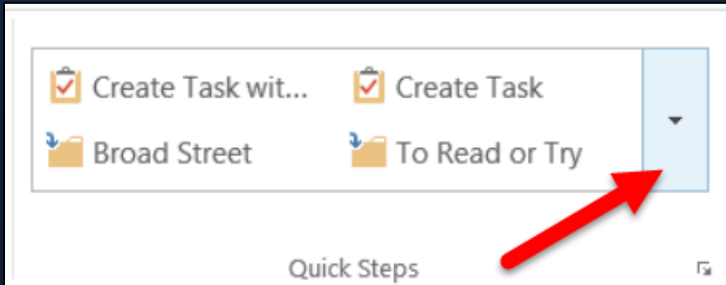
Format

Text Color

Size

Font

Quick Steps



Switch Between Programs



Alt + Tab



Command + Tab

Zoom In and Out



**Ctrl + roll mouse scrollwheel up
or down**



**Mac Pro or iMac: Ctrl + scroll
up/down with mouse**

**MacBook: Ctrl + swipe up/down
on trackpad**



Key Shortcuts

- **Windows + E = Windows/file explorer**
- **Windows + L = lock PC**
- **Windows + D = Display desktop**
- **Windows + Pause = system properties**
- **Windows + R = run dialog box**
- **Windows = start menu**

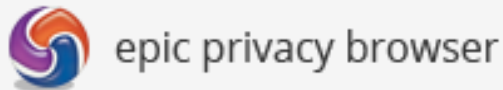
Epic Privacy Browser (free)

Epic Privacy Browser Key Features

How you're tracked

Why privacy is important

How Epic protects you



How you're tracked.



**Using Incognito Mode for Privacy?
Browser addons? A VPN?
You still need Epic.**

You're tracked by Google, by your ISP, your government and hundreds of data collectors while in incognito or other private browsing modes. Your browsing history is easily accessible (via your DNS cache) upon incognito window close.



**Visiting the top 50 websites will
install over 3,000 tracking files on
your computer.**

Over 80% of websites use one or more tracking tools. We've found an average of six per website with that number rising to a dozen or more on larger websites.

In the \$100+ billion dollar advertising industry,



**Companies Track You via Several
Methods.**

- 👁 Cookies
- 👁 Evercookies
- 👁 IP address
- 👁 Flash cookies
- 👁 HTML 5 storage
- 👁 Fingerprinting

Many techniques are used to track you when you're online. Epic blocks as many tracking methods as possible without "breaking the

Security & Accessories

3M Computer Privacy Screens



- **Space bar**: move down page at a time
- **Shift + space bar**: move up page at a time
- **F11**: full screen view
- **Ctrl + =** : zoom in
- **Ctrl + -** : zoom out
- **Ctrl + T**: open a new tab
- **Ctrl + W**: close the current tab
- **Ctrl + L**: select everything in the browser bar
- **Ctrl + Enter**: adds `http:\\` and `.com` after whatever you type

Watch This and Rethink Your Practice

Simon Sinek – How Great Leaders Inspire Action

The image is a screenshot of a video player interface. At the top left, the TED logo is displayed in red, followed by the text "Ideas worth spreading". At the top right, the words "WATCH" and "DISCOVER" are visible. The main content area shows a man with glasses, Simon Sinek, pointing at a whiteboard. The whiteboard features a diagram with a central circle containing the word "Why", and several larger, overlapping circles around it. A large white play button is centered over the video. On the right side of the video, there is a vertical menu of interaction icons: a share icon, a plus sign icon, a heart icon, and a volume icon. At the bottom of the video player, there is a progress bar, a play button, and a timestamp of 18:04. The name "SIMON SINEK" is written in the bottom left corner of the video frame.

TED Ideas worth spreading

WATCH DISCOVER

Share

Add to list

Like

Rate

SIMON SINEK

How great leaders inspire action

18:04

Anti-Theft Sandwich Bags

\$12.93 @ www.Int.com



not safe

safe



SnuzNLuz from ThinkGeek.com

SnūzNLūz - Wifi Donation Alarm Clock



If you don't wake up on time, you'll pay the price.

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Drag the button above to your browser's bookmark toolbar

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Get the **Print Friendly** button for your website!

get your button

How it works



www.camelcamelcamel.com

Track price history of any product on amazon.com & notify when price drops [x](#)

<input checked="" type="checkbox"/> Amazon	— \$	<input type="text"/>	Not in Stock	—	<input type="text"/>	@	<input type="text"/>	<input type="radio"/> / <input type="radio"/>	<input type="button" value="Start Tracking"/>
<input checked="" type="checkbox"/> 3rd Party New	— \$	<input type="text"/>	\$425.99	—	<input type="text"/>	@	<input type="text"/>	<input type="radio"/> / <input type="radio"/>	<input type="button" value="Start Tracking"/>
<input checked="" type="checkbox"/> 3rd Party Used	— \$	<input type="text"/>	\$395.00	—	<input type="text"/>	@	<input type="text"/>	<input type="radio"/> / <input type="radio"/>	<input type="button" value="Start Tracking"/>

Price History

Sales Rank

Product Details

Fujitsu ScanSnap iX500 Scanner for PC and Mac (PA03656-B005)

<http://camelcamelcamel.com/product/B00ATZ9QMO>



Date Range



Price Type

- Amazon
- 3rd Party New
- 3rd Party Used

Chart Options

- Close-up View
- Remove Extreme Values

No More WiFi Dead Spots



Linksys

Linksys Velop Tri-band Whole Home WiFi Mesh System, 3-Pack (coverage up to 6000 sq. ft), Works with Amazon Alexa

★★★★★ 2,004 customer reviews | 220 answered questions

List Price: \$499.97

Price: **\$449.99** ✓prime

You Save: \$49.98 (10%)

i Get \$40 off instantly: Pay \$409.99 upon approval for the Amazon.com Store Card. [Learn more](#)

Note: Available at a lower price from [other sellers](#), potentially without free Prime shipping.

In Stock.

Want it tomorrow, Aug. 26? Order within **3 hrs 56 mins** and choose **Saturday Delivery** at checkout. [Details](#)
Ships from and sold by Amazon.com. Gift-wrap available.

Size: **3-Pack**

1-Pack

2-Pack

3-Pack



NETGEAR

NETGEAR Orbi Home WiFi System: AC3000 Tri Band Home Network with Router & Satellite Extender for up to 5,000sqft of WiFi coverage (RBK50) Works with Amazon Alexa

★★★★★ 2,232 customer reviews | 738 answered questions

List Price: \$399.99

Price: **\$349.99** ✓prime

FREE One-Day Pickup. [Details](#)

You Save: \$50.00 (13%)

In Stock.

Want it tomorrow, Aug. 26? Order within **3 hrs 55 mins** and choose **Saturday Delivery** at checkout. [Details](#)
Ships from and sold by Amazon.com. Gift-wrap available.

Size: **2-Pack WiFi System (Up to 5000 sqft)**

2-Pack WiFi System (Up to 5000 sqft)

\$349.99

✓prime

3-Pack WiFi System (Up to 7500 sqft)

\$529.98

✓prime

Add-on Satellite (Add up to 2500 sqft)

\$204.99

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WiFi Router Only (Up to 2500 sqft)

Ring WiFi Doorbell - \$249



Video Doorbell Pro

With a motion-activated camera, two-way audio and brilliant HD video, you'll never miss a visitor again. See, hear and speak to whomever is at your door in real time from your smartphone, tablet or desktop. Day or night, rain or shine—you're always home.

- Ultra-slim design
- 4 interchangeable faceplates
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- Night vision
- Live View / video on demand
- Two-way talk
- Motion-detection activated
- Customizable alert zones
- Enhanced Wi-Fi connection
- Works on mobile and desktop
- Weather-resistant
- Lifetime purchase protection
- Requires existing hardwired doorbell



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Cloud Video Recording

Optional cloud recording lets you download and share the moments that matter the most.

Smart Light Switches



Roll over image to zoom in



GE Z-Wave Wireless Smart Lighting Control Smart Switch, On/Off, In-Wall, Includes White & Light Almond Paddles, Works with Amazon Alexa / Google Home, 12722

★★★★☆ | 2,290 customer reviews | 1000+ answered questions

Price: **\$36.85** ✓Prime

In Stock.

Want it tomorrow, March 2? Order within **3 hrs** and choose **One-Day Shipping** at checkout. [Details](#)

Ships from and sold by Amazon.com. Gift-wrap available.

Style: **In-Wall Paddle Switch**

Add-On Toggle Style Switch
\$19.50 ✓Prime

In-Wall 1000W Paddle Dimmer
\$44.99 ✓Prime

In-Wall Outlet
\$38.74 ✓Prime

In-Wall Paddle Dimmer
\$39.50 ✓Prime

In-Wall Paddle Fan Control
\$44.50 ✓Prime

In-Wall Paddle Switch
\$36.85 ✓Prime

In-Wall Toggle Dimmer
\$39.98 ✓Prime

Add-On Paddle Switch
\$19.50 ✓Prime

Amazon Certified



Control this product with your voice through any Alexa device

- The switch enables you to wirelessly control to turn lights on and off, schedule a timed event or create a custom scene from anywhere in the world, at any time of the day.

Smart Locks



Schlage Lock Company

Schlage BE469 CEN619 Touch Deadbolt Built-In Alarm w/ Latitude Interior Lever - Satin Nickel

[Be the first to review this item](#)

Price: **\$299.00** ✓Prime

In Stock.

Want it Monday, March 6? Order within **22 hrs 43 mins** and choose **Two-Day Shipping** at checkout. [Details](#)

Ships from and sold by [aSavings](#).

Size: **Century**

Camelot

Century

Color: **Satin Nickel**



- Applications: Residential single family doors
- Certifications: Grade 1 ANSI/BHMA certified
- Keying: 5-pin tumbler, C Keyway, 1 key included
- Door range: 1-3/8" to 1-3/4" (35mm-44mm) standard
- Operating Temperatures: Outside escutcheon: -35C to 66C, Inside escutcheon: -10C to 49C

[See more product details](#)

[Compare with similar items](#)

New (1) from \$299.00 & FREE shipping.

Honeywell Smart Thermostat



Roll over image to zoom in

Honeywell

Honeywell Smart Thermostat, Wi-Fi, Touchscreen, Works with Amazon Alexa

★★★★☆ 2,499 customer reviews | 1000+ answered questions

List Price: \$206.99

Price: **\$156.95** Prime

You Save: \$50.04 (24%)

In Stock.

Want it Friday, March 3? Order within **22 hrs 6 mins** and choose **One-Day Shipping** at checkout. [Details](#)

Sold by [Tiger Deals](#) and Fulfilled by [Amazon](#). Gift-wrap available.

Service: [Get professional installation](#) [Details](#)

<input type="radio"/> Item only	<input type="radio"/> Include installation +\$116.29
---------------------------------	---

See more

Amazon Certified



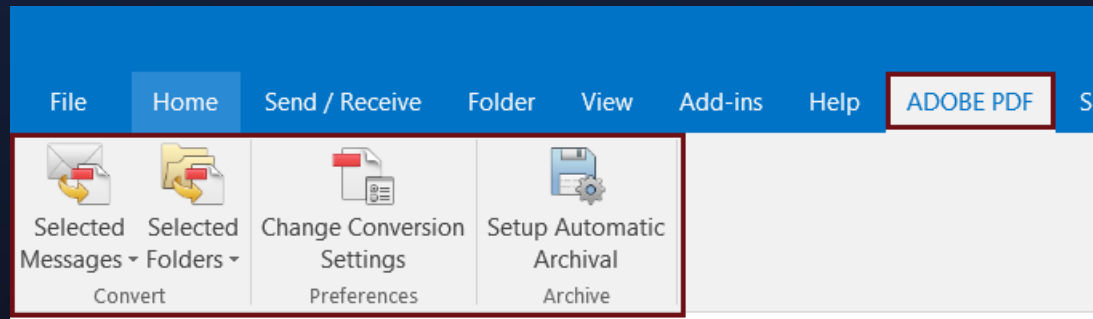
Control this product with your voice through any Alexa device

- Works with Amazon Alexa for voice control (Alexa device sold separately)
- Customize the screen color to match any décor, Control from anywhere with iOS and Android devices, Simple setup with smart programmable features for home or business
- Energy Savings: Choose programmable mode to save on annual heating and cooling costs. C-wire needed for proper installation.
- Locking Touchscreen: Advanced locking features and password options provide smart security and convenience
- Allows remote access to the thermostat through a computer, tablet, or smart phone with Honeywell's Total Connect Comfort Service
- Check to see if your new thermostat qualifies for a utility rebate. Enter your zip or postal code on yourhome.honeywell.com/rebates for available rebates

Some Vegetables Taste Better Burnt



PDF Outlook Integration



MightyText for Android



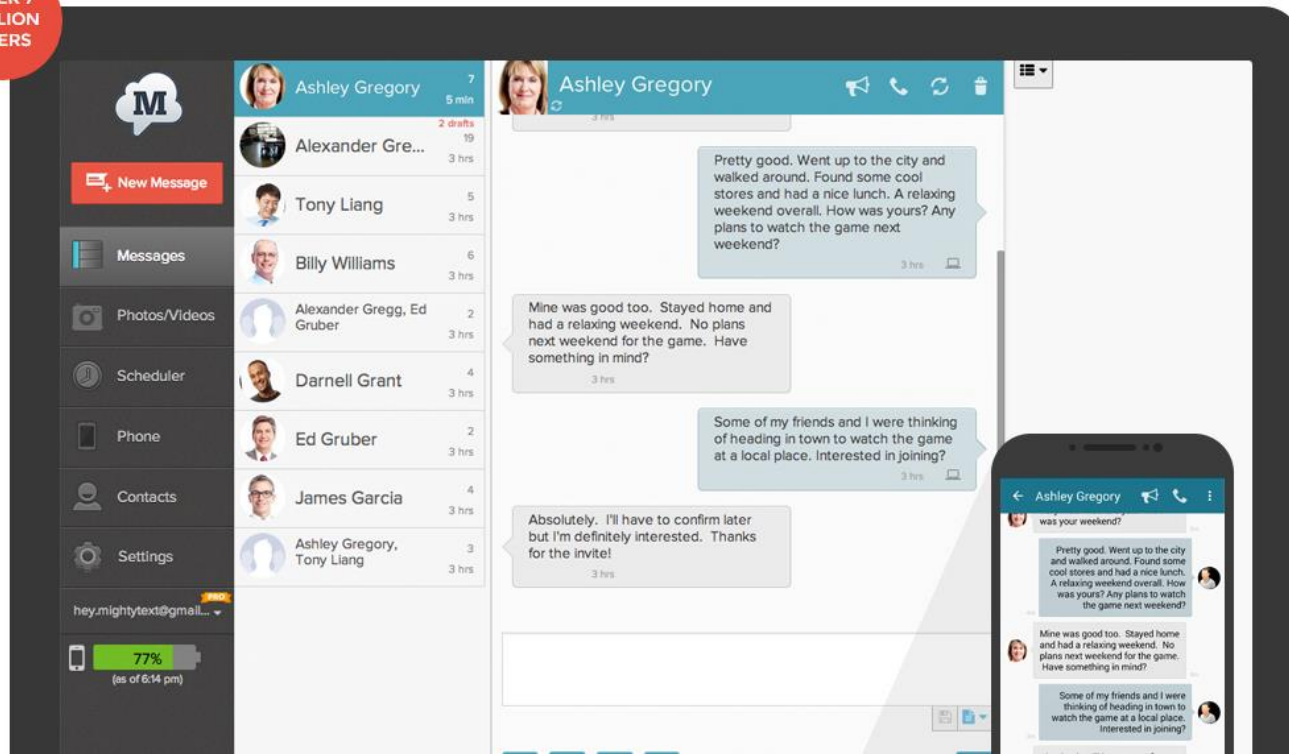
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Want to know what font someone is using?
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WhatTheFont

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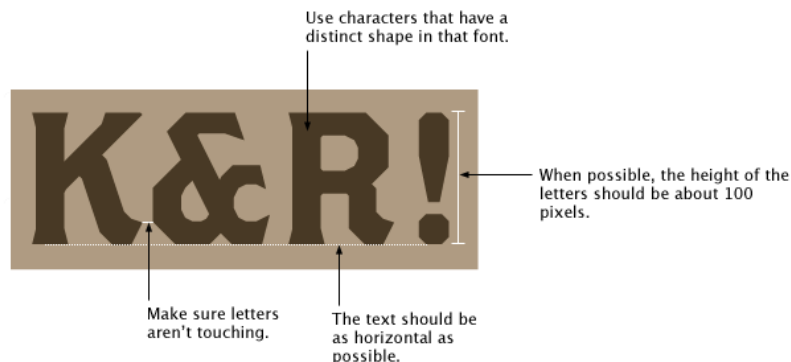
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Submit an image to WhatTheFont to find the closest matches in our database. Or, let cloak-draped font enthusiasts lend a hand in the [WhatTheFont Forum](#)

Submit your image here PNG, GIF, or JPEG image files. Maximum file size: 2MB. For best results, see the [image submission tips](#).

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MANUAL

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Duplicate
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NEW! Duplicate Cleaner Pro 4.0 is out now.

- Great new interface
- Many new ways to find duplicates
- Match by image tags and location
- Match by extended audio tags
- List unique/non duplicate files
- Match and protect folders
- Cache regular searches
- Lots of other changes and improvements

-  **Find Duplicate Files**
Find Duplicate Files by content, name, or date. Find similar images and compare music by tags.
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Search your documents locally or on the network. Easily focus your search by file type, dates and size.
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The powerful Selection Assistant can help you select the files to remove. Trash them, or copy somewhere else. Built in safeguards give you peace of mind.
-  **Power up with Pro**
Want more? Duplicate Cleaner Pro gets things done even faster, with Duplicate Folder views, Image comparison, Unique file searches, Zip scanning and other great features. [Here are 12 Reasons to upgrade.](#)

 Tidy Up

Finds Duplicate Files and Quickly Cleans Up Your Mac!

Tidy Up for Mac runs a quick search, identifies and removes duplicates that clog up your Mac applications, and restores your OS to optimum performance.



DOWNLOAD NOW

Compatible with Mac OS X 10.6.6 and later



DOWNLOAD NOW

Compatible with Mac OS X 10.6.6 and later

Tidy Up!

Tidy Up is a fast application for Mac users that detects duplicate files and increases the speed of your computer by deleting unnecessary files that clog up and slow down your Mac. It is easy to use and offers an array of features that allow user customization.

Top Features

- Compare only representation data of images
- Results shown as a group or list
- Search only in the preferred playlists and albums of iPhoto and iTunes
- Searches and finds all duplicate files on your Mac
- Full Preview Mode for ease-of-use
- File restoration for safe deletion
- Cleans up Mac OS and improves operating system performance
- Search for duplicate folders by content
- Brand new intuitive user interface
- New predefined smart baskets which will show the files by type
- Powerful multivariate search capability
- Customizable interface & search capacity
- Automatic and Manual search modes
- Scans audio files, media, text, .pdf, graphics fonts and more

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Tide Pens To go Instant Stain Remover 10ml(0.33 FL oz.) - (Pack of 6)

from Tide



71 customer reviews



Price: **\$17.67** (\$2.95 / Count) ✓Prime

In Stock. Sold by Efficient Distributor. Delivery is available.

4 Sizes: 6 Pack

6 Pack

\$17.67 ✓Prime
(\$2.95 / Count)

12 Pack

\$35.99 ✓Prime
(\$3.00 / Count)

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Ship to: Barron K. He

Qty: 1 ▾

**BONUS
TIP**

http://us.trayselector.com/



“ I loaded your software onto an assistant's machine about 5 minutes ago. She came into my office and hugged me. ”

Robin, Canada

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A screenshot of the Microsoft Word ribbon interface. The 'File' tab is selected, and a custom 'Tray Selector' ribbon is visible. It contains various printing options with icons: Settings, Header + Copy, Duplex, Duplex + File Copy, PDF, Envelopes, Upstairs Main, Envelope + Header, Color, Color Duplex, and Plain Draft. Below the screenshot, the text reads: "Word 2010/2013 ribbon version shown - available for all Word versions".

Extend Microsoft Word With Custom One-Click Printing Buttons

In a couple of minutes you can create your own personalised Word printing toolbar giving you up to 20 one-click printing buttons to select your choice of printer and tray combinations. You can print multiple-copies, page ranges, mail-merges or extra copies. Once you set up your printing options you can save them to a button and access them in a single click. Yes, it's that easy!

A YouTube video player thumbnail for a video titled "trayselector.mp4". The video player shows a preview of the software interface. To the right of the player, the text reads: "Watch our 2 minute YouTube".

trayselector.mp4

Watch our 2 minute YouTube

A red rectangular button with a white download icon (a square with a downward-pointing arrow) on the left. To the right of the icon, the text reads: "Download 30-day free trial today!".

Download 30-day free trial today!

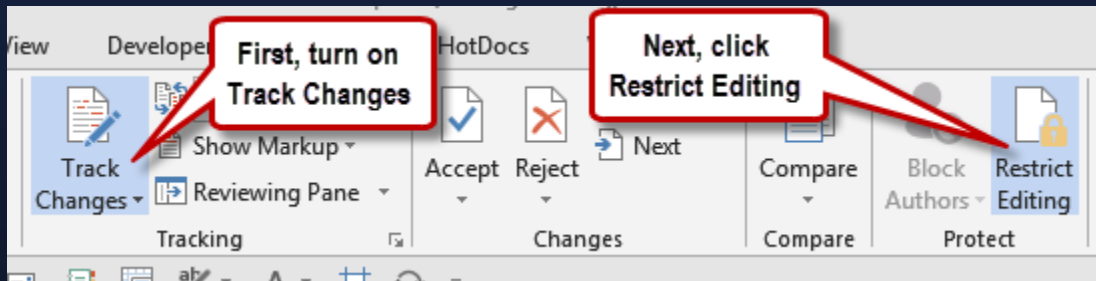
Hidden Safe Ideas



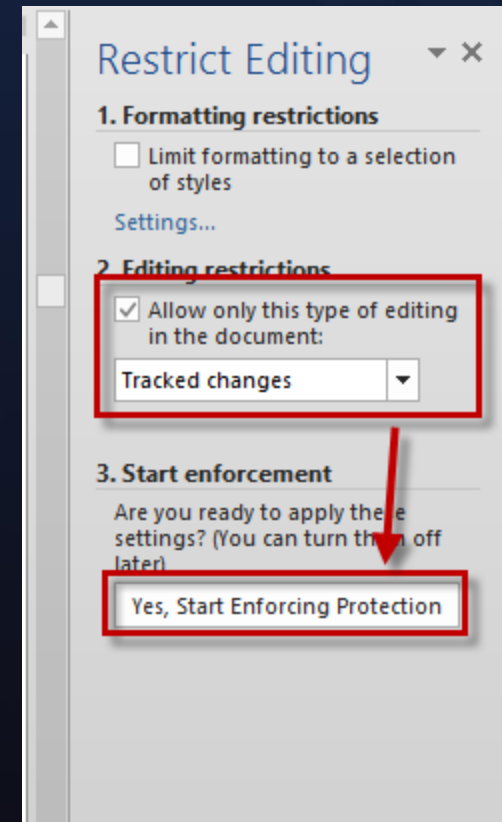


Word Tip

Lock on track changes in Word



This prevents the person you send the document to from turning it off and making changes



partsdr.com



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Or search for parts by appliance type and brand below.
Need Help? Contact us at [1.877.800.0828](tel:1.877.800.0828) or [live chat](#) now.

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Stay on top of the latest legal technology news, tips and announcements with the LTRC's legal technology blog: ABA Site-ation.

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Facts and Figures

What technology are lawyers *really* using? We've been studying that question for more than a decade. Learn about the results of our latest legal technology survey.

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ABA LTRC

Technology can be a powerful tool in the right hands, helping boost efficiency and effectiveness. But it can also be a drain on time and resources when poorly implemented. The ABA's Legal Technology Resource Center's expert staff helps lawyers understand and use technology successfully, so they can focus on providing the highest quality legal services to their clients or organizations.

Featured LTRC Resources

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- [Free Full-Text Law Review/Journal Search](#)
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Good Stuff!

Computer Rearview Mirror

\$17 – amazon.com

No more surprise visitors



Treadmill Desk

\$1,299 @ amazon.com



Desk Cycle

- \$159 - Amazon



Taking things too far?



Bike Washing Machine
Brings health and convenience for our life



Time for a Power Nap!

VIVA OFFICE Recliner Office Chair - \$399



Security System with Camera

Netgear Arlo Pro Security System with Siren – 1 Rechargeable Wire-Free HD Camera with Audio, Indoor/Outdoor, Night Vision (VMS4130) - \$220 (you can add up to 6 cameras)



Easy and Powerful Security Camera

Vimtag VT-361 - \$60

- Super HD WiFi
- Pan/Tilt
- Two-Way Audio
- Night Vision



Smart Luggage!

www.bluesmart.com - \$549

Wh
CO

Location Tracking

The mo

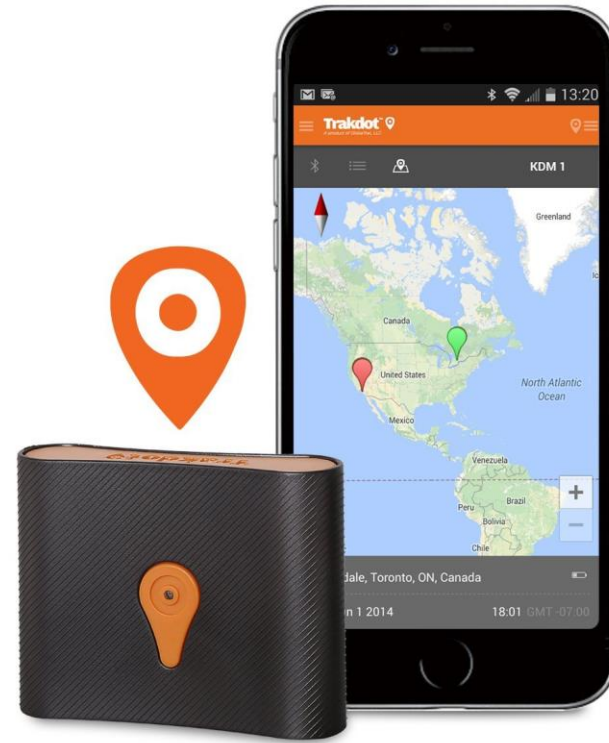
Never again lose your suitcase when traveling. Bluesmart combines GPS and 3G technology to track your suitcase anywhere in the world.

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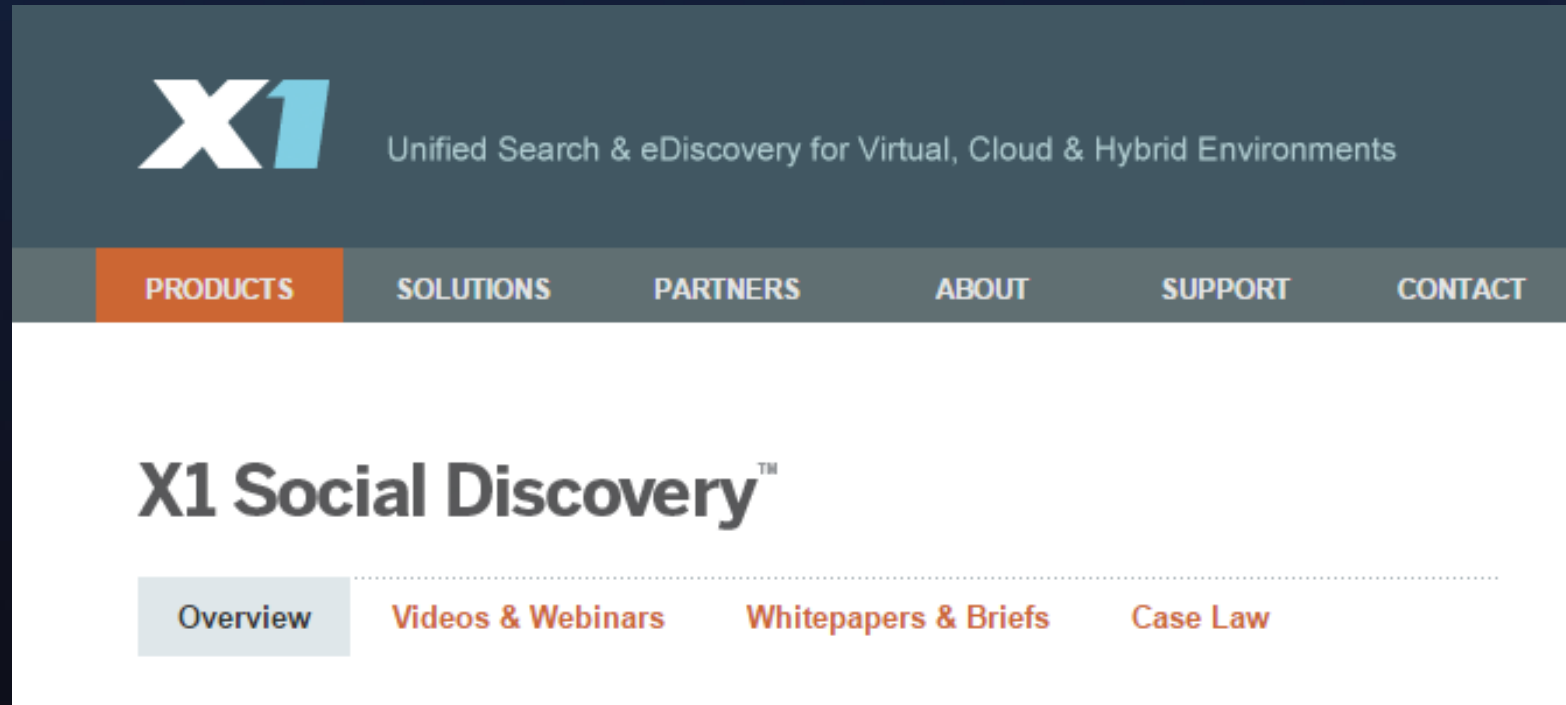
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- www.x1.com
- Research & Capture Social Media



The screenshot displays the X1 website's navigation and product information. At the top left is the X1 logo, followed by the tagline "Unified Search & eDiscovery for Virtual, Cloud & Hybrid Environments". A horizontal navigation bar contains the following links: PRODUCTS (highlighted in orange), SOLUTIONS, PARTNERS, ABOUT, SUPPORT, and CONTACT. Below the navigation bar, the main heading reads "X1 Social Discovery™". Underneath this heading is a horizontal menu with four options: Overview (highlighted in a light blue box), Videos & Webinars, Whitepapers & Briefs, and Case Law.

Down For Everyone or Just Me?

www.downforeveryoneorjustme.com

Is down for everyone [or just me?](#)

It's just you. <http://twitter.com> is up.

Tired of Listening To Other People's Tablets & Phones?



Electronics ▾



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Electronics › [Headphones](#)

Bulk Disposable Headphones Stereo TT-1 White Earbuds 25 Pack

by IDENC

★★★★☆ ▾ 14 customer reviews

Price: \$34.99 ✓ Prime

In Stock.

Sold by [Encore Data Products, Inc.](#) and Fulfilled by Amazon. Gift-wrap available.

Want it tomorrow, Sept. 18? Order within **11 hrs 22 mins** and choose **One-Day Shipping** at checkout. [Details](#)

- Bulk Disposable Stereo Earbuds
- Includes optional foam earpads you can install or save.
- 3' 10" foot cord
- 1/8" (3.5mm) stereo plug
- Pack of 25 headphones, each individually wrapped.



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Stream curated playlists, personalized stations, and more. Free with your Prime Membership. [Learn more](#)



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PaperKarma® - The App to Stop Junk Mail

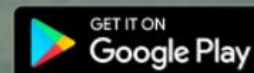
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2017 Fastest Mobile Networks

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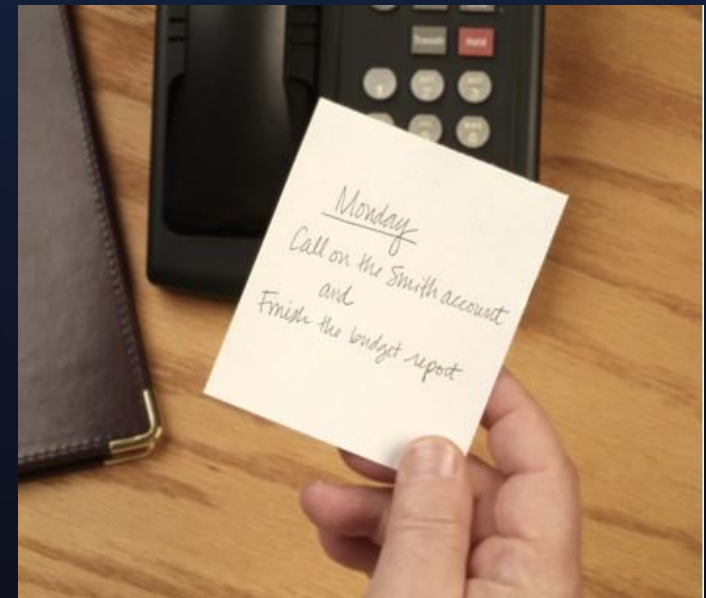
FASTEST MOBILE NETWORKS 2017

OVERALL SCORES



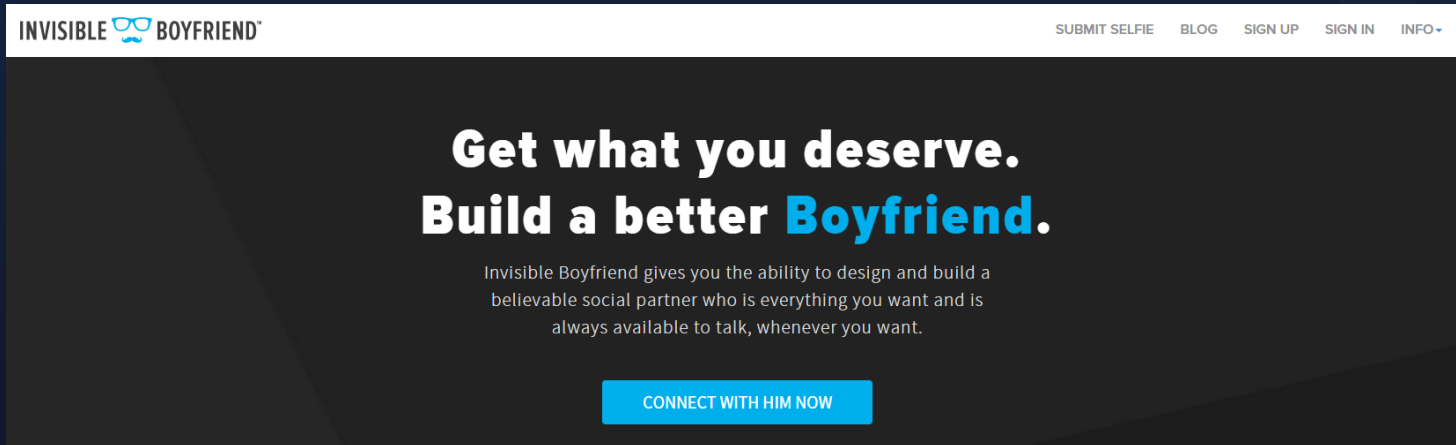
Aqua Notes

www.myaquanotes.com - \$7




When You Need a Boy/Girl Friend

www.invisibleboyfriend.com



The screenshot shows the homepage of the Invisible Boyfriend website. At the top left is the logo "INVISIBLE BOYFRIEND" with a blue glasses icon. At the top right are navigation links: "SUBMIT SELFIE", "BLOG", "SIGN UP", "SIGN IN", and "INFO -". The main content area has a dark background with the headline "Get what you deserve. Build a better **Boyfriend.**" in white and blue. Below the headline is a paragraph: "Invisible Boyfriend gives you the ability to design and build a believable social partner who is everything you want and is always available to talk, whenever you want." At the bottom center is a blue button with the text "CONNECT WITH HIM NOW".

INVISIBLE  BOYFRIEND™

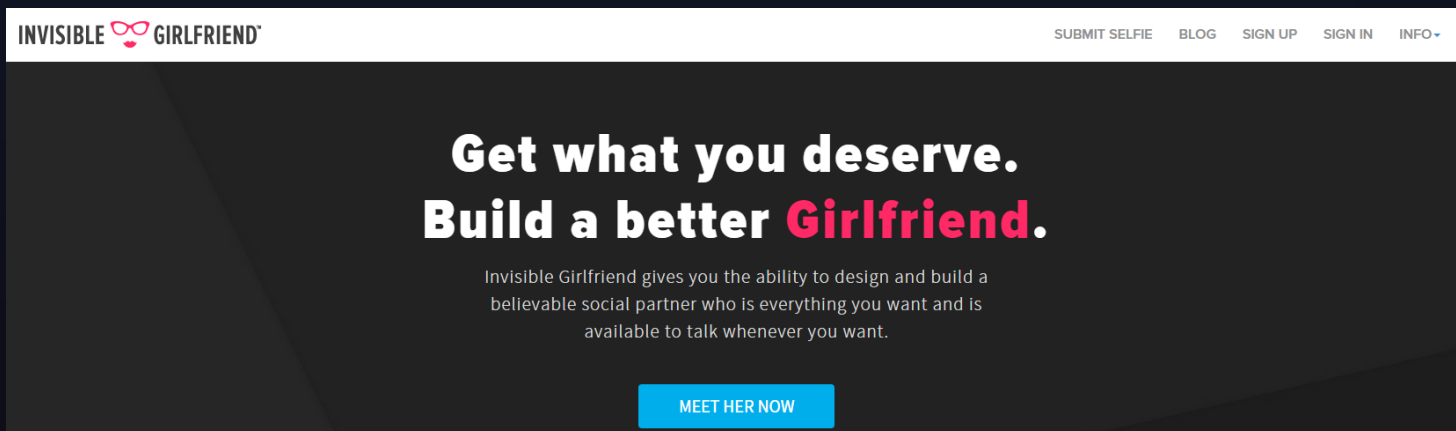
SUBMIT SELFIE BLOG SIGN UP SIGN IN INFO -

Get what you deserve.
Build a better **Boyfriend.**


Invisible Boyfriend gives you the ability to design and build a believable social partner who is everything you want and is always available to talk, whenever you want.

CONNECT WITH HIM NOW

www.invisiblegirlfriend.com



The screenshot shows the homepage of the Invisible Girlfriend website. At the top left is the logo "INVISIBLE GIRLFRIEND" with a pink glasses icon. At the top right are navigation links: "SUBMIT SELFIE", "BLOG", "SIGN UP", "SIGN IN", and "INFO -". The main content area has a dark background with the headline "Get what you deserve. Build a better **Girlfriend.**" in white and pink. Below the headline is a paragraph: "Invisible Girlfriend gives you the ability to design and build a believable social partner who is everything you want and is available to talk whenever you want." At the bottom center is a blue button with the text "MEET HER NOW".

INVISIBLE  GIRLFRIEND™

SUBMIT SELFIE BLOG SIGN UP SIGN IN INFO -

Get what you deserve.
Build a better **Girlfriend.**

Invisible Girlfriend gives you the ability to design and build a believable social partner who is everything you want and is available to talk whenever you want.

MEET HER NOW

Clever Chef Handy Sealer

- \$23 for 2 pack
- USB rechargeable lithium ion batteries



Before



After



**BONUS
TIP**

OstrichPillow

Hammacher Schlemmer - \$80



What To Do With Old Smartphones



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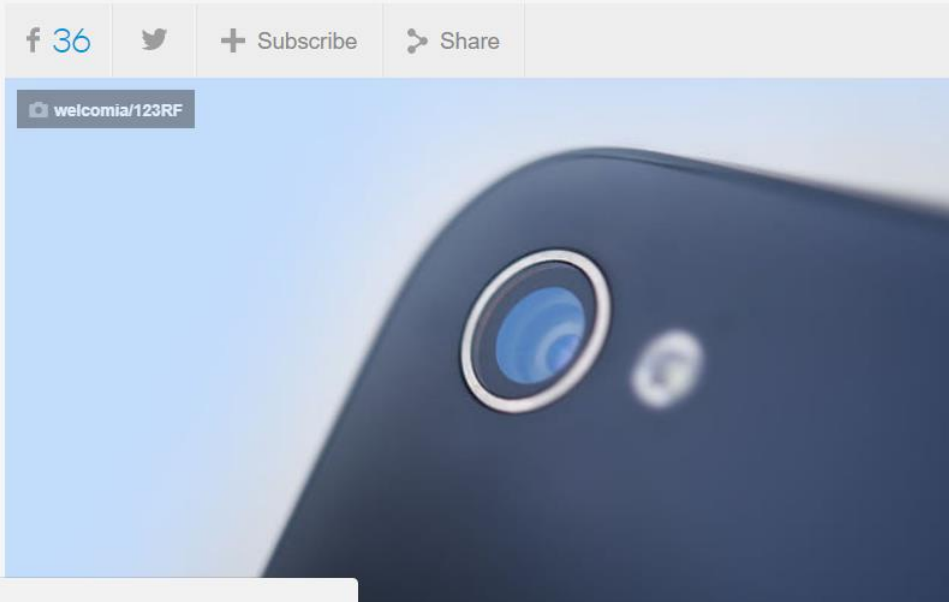
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HOW TO TURN YOUR SMARTPHONE INTO A SPY CAMERA OR BABY MONITOR

By **Joshua Sherman** — Posted on June 9, 2017 12:00 pm



Why have 1 room when you can have 2? Our favorite transforming homes



The 50 best NES games of all time



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Fred & Friends

Fred PICK YOUR NOSE Nose Paper Cups, 24-Pack



206 customer reviews | 3 answered questions

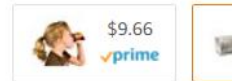
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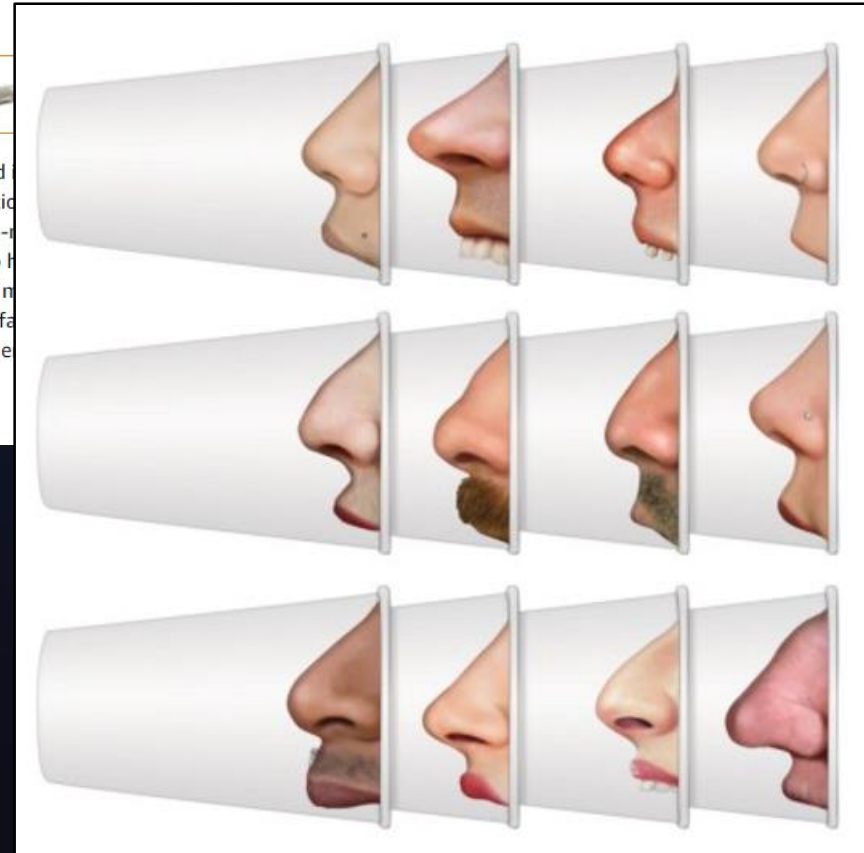
Want it tomorrow, Aug. 26? Order within **3 hrs 37 mins** and choose **Saturday Delivery** at checkout. [Details](#)
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Color: **NOSE**



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- Each of these photo-
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- When sippers tip thie

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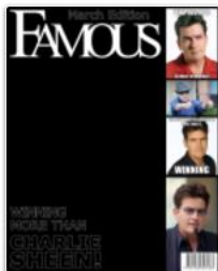
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[An Android app is available for download](#)



In the News:

THE WALL STREET JOURNAL ONLINE

Pinky Thakkar (silent "h"), an engineer from Mumbai, started the Web site [www.pronouncenames.com](#) after she moved to San Jose, Calif., and mispronounced the "J" in "San Jose," not giving it the "H" sound used in Spanish words ...

[Read More](#)



Website Offers Help On Pronouncing Names

Name:

Browse Names

Name	Pronunciation
Farai	: FUR-EYE
Yupanqui	: YOU-PUN-KEY
Rai	: RYE
Siegel	: SEA-gull
Qin	: CHIN
Cheyenne	: shy-AN
Sadhbh	: Sive
Karthik	: CAR-THICK
Euler	: OILER
Bellevue	: BELL-view

[Show More](#)

Pronunciations Requested

Please tell us how to pronounce:

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Jelly Bean Roulette

\$8 from [amazon.com](https://www.amazon.com) - Is it licorice or skunk spray? Strawberry jam or dirty socks?



The Rasterbator

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The Rasterbator enlarges images to multiple pages, which you can combine into huge posters.

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210x297 mm

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Add margin of 10 mm each side

Overlap pages by 5 mm

Output size

8 sheets wide

For extra accuracy, use decimal numbers such as 4.7

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	With margins	Margins cut away
Paper size	21 x 29.7 cm	19 x 27.7 cm
Poster size	1.68 x 1.49 m	1.52 x 1.42 m

Paper consumption: 48 sheets
Human figure in preview is 180 cm tall

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- ✓ U.S.-based support, 7 days a week
- ✓ Sync, share and access files remotely with free apps
- ✓ External hard-drive backup
- ✓ Mirror Image backup ?

Prime

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per year/per computer

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for a home office or family computer*

WINDOWS

INCLUDES:

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- ✓ U.S.-based support, 7 days a week
- ✓ Sync, share and access files remotely with free apps
- ✓ External hard-drive backup
- ✓ Mirror Image backup ?
- ✓ Automatic video backup
- ✓ Courier recovery service ?



www.happyhourvirus.com

X



**BONUS
TIP**

Step 1

Tell your friends
you're leaving work  

Step 2

Select a screen mode
to "break" your computer

Step 3

Make frustrated sigh.
Exit building

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3M Notebook Screen Cleaning Wipes, 3.9 x 6.9 Inches (CL630)

by 3M

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#1 Best Seller in Blank Floppy Diskettes

List Price: \$9.50

Price: \$6.48 **Prime**

You Save: \$3.02 (32%)

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Size: 6in l x 3.25in w x 1.5in h

2-PACK

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4-PACK

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\$54.99

6in l x 3.25in w x 1.5in h

\$6.48 **Prime**

- Removes dust, fingerprints, and smudges from notebook computer screens
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- 24 pre-moistened sheets per package
- Each sheet measures 4 by 7 inches
- A clean screen can help reduce eyestrain
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- Safe for LCDs too



Roll over image to zoom in

VELCRO Brand - ONE-WRAP Cable Management, Thin Self-Gripping Cable Ties: Reusable, Light Duty - 8" x 1/2" Ties, 100 Pack - Black

by VELCRO brand

★★★★★ 5,047 customer reviews | 36 answered questions

#1 Best Seller in Outlet

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30 Count - 15" x 1/2" Ties

50 Count - 8" x 1/2" Ties

60 Count - 8" x 1/2" Ties

100 Count - 8" x 1/2" Ties

Color: Black



- 100 Pack of adjustable, reusable, & low profile Black Velcro Brand Thin Ties
- Too Long? Cut to length. Too Short? Easily combine them
- Trusted & used in data & network centers across the globe
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Patio, Lawn & Garden ▾ Outdoor Gardening & Lawn Care ▾ Hand Tools ▾ Shears & Scissors ▾ Pruners

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by Felco

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List Price: \$62.99

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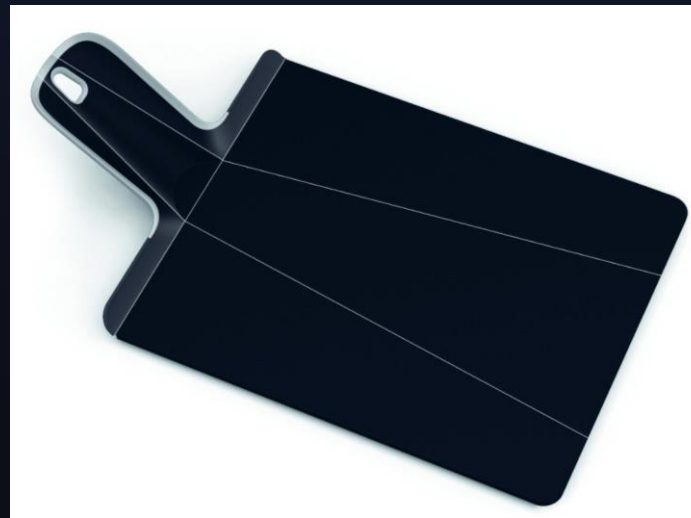
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Bangkok

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Barcelona

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99 hotels tested



San Francisco

89 hotels tested

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TIP**

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FEATURED

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Maps built for travelers.

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Plan a Trip

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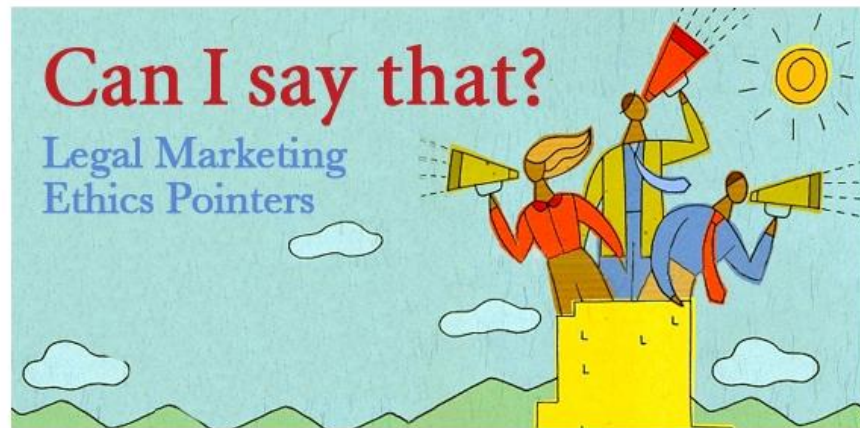
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One really good idea every day!



HOME ABOUT PEOPLE DAILY DISPATCH EXTRAS SUBSCRIBE SHOP EDITORS' BLOG



DAILY DISPATCH

PRODUCTIVITY

Redefine Productivity and Do More of What Matters

By Daniel Gold | May.07.13 | 2 Comments



In the midst of a recent conversation about how to leverage Evernote to become more productive, I was asked a simple yet thought-provoking question: "Daniel, how do you define productivity?" My definition may be a bit nonconformist, but here it is: Being productive means getting things done so that you can spend more time with those

you care about, and less time in the office. Period. ... [READ MORE](#)

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SuperCook

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It uses your: pasta

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It uses your: bell pepper, parmesan, pasta, tomato

Grilled Tomato Linguine
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No-Time Pesto Pasta
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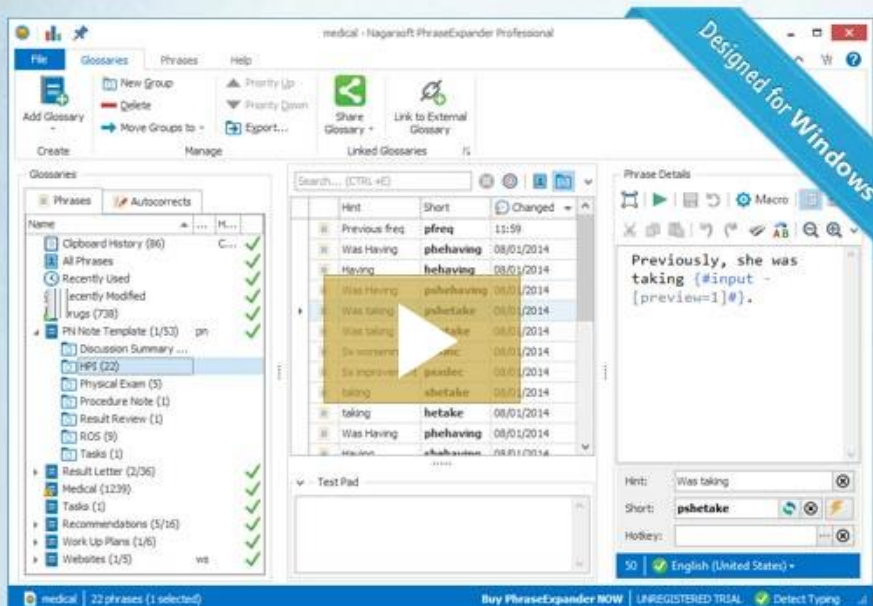
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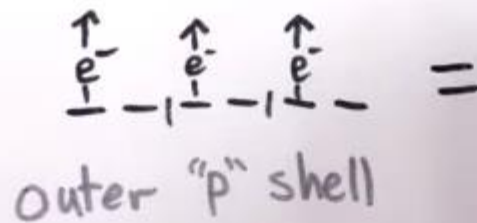
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Tips and Tricks for Using Dragon Speech Recognition Software

PDF Expert for iPad Review

Posted on Oct 3rd 2013 in Apps .



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Highlights from recent shipments



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Clio Law Practice

Tired of Talking to a Voice Robot? Want to Talk with a Human? Try the Numbers Below.

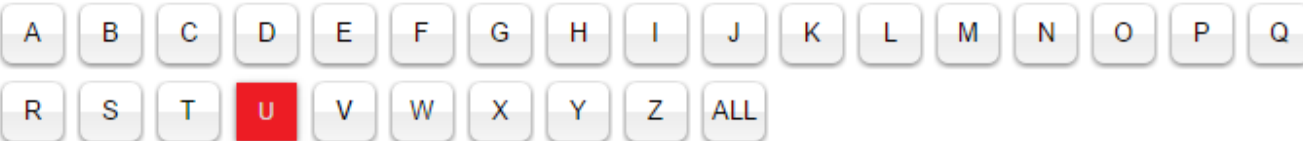
DIAL A HUMAN



Report Invalid #

ALPHABETICAL LISTINGS:

Categories



Automotive

Finance / Banks

Government

Hardware

Insurance

Internet

Mobile / Cell

Pharmacy

Shipping

Products

COMPANY

United Health Care	800-585-6586
United	800-864-8331
United Parcel Service (UPS)	800-742-5877
Union Pacific	800-877-5123
USAA	800-531-2265
USAA	800-531-2265
USAA Investment Mgmt	800-531-8095
US Airways	800-531-8448
US Bank / Visa	800-428-4322
US Bank	800-428-4322
US Dept. of Edu - Financial Aid	800-285-8585
US Dept. of Edu - Loans	800-872-2657
US Dept. of State - Passports	800-422-3243
US Dept. of Transportation	800-848-0979
US Dept. of Veterans Affairs	877-487-2778
US Federal Trade Commission	800-832-5660
US Homeland Security - FEMA	800-827-1000
US Homeland Security - INS	877-382-4357
US IRS	800-621-3362
US Medicare	800-621-3362
US Mint	800-375-5283
US Postal Service	800-375-5283

PHONE

DIAL A HUMAN DIRECTIONS

Say "Representative" three times.
Say "Agent" then "Domestic" or "International" as appropriate.
Say "Speak to representative" until transferred
Press #.
Say "Representative" at each prompt.
Press 000#.
Press 0# at each prompt.
Press 4 1.
Say "operator" at each prompt.
Press 0 at each prompt.
Direct to Human.
Don't press or say anything.
Select language. Press 1 3.
Press 000.
Press 1 0.
Press 4 5 0 at each prompt.
Select language. Press 0 0.
Select language. Press 2 6 2 4. Press 0 at each prompt.
Don't press or say anything.
After the initial greeting, say "agent" or press #0.
Press 0.
Press 6, 4 ; or say "Agent" repeatedly
Press 00.
Press 0.

**BONUS
TIP**



Need to contact a company? Or have them call you?

Get customer service faster and easier.

Type a company, product, or organization name

Search

Companies have more phone numbers and contact options than ever. GetHuman shows you how to get through fastest.



PHONE NUMBERS

SHORTCUTS + WAIT TIME



CALL-BACKS

THEY CALL YOU INSTEAD



LIVE CHAT

WHEN YOU CAN'T TALK



EMAIL

WHEN FASTER

8,000+

COMPANIES

45 COUNTRIES
AND GROWING

**BONUS
TIP**



NEVER WAIT ON HOLD AGAIN.

73
years

59
days

2
hours

59
minutes

4
seconds

total hold time saved

united

Enter Your Number

Connect

How it works

First we'll connect you to the company.

If you get put on hold, press * * and we will wait in your spot for you.

When your call reaches an agent, you will get a call back.

emergency compliment

about store



**BONUS
TIP**

**The FBI tapped your phone
just to hear the sound of
your voice.**

thanks!

meh.

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Court Deadlines in the Cloud

"We have been impressed by how fast LawToolBox has moved to leverage our new app model for Office and look forward to seeing future integrations with our legal-focused Office 365 initiatives." - Nishan DeSilva, Senior Director, Microsoft's Legal and Corporate Affairs

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simplyrain

**BONUS
TIP**

- <http://www.simplynoise.com/>
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 - Sleep timer

simplynoise

coffitivity ity (beta)

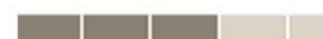
**BONUS
TIP**

www.coffitivity.com – Coffee shop noise

Ambient sounds to boost your workday creativity!



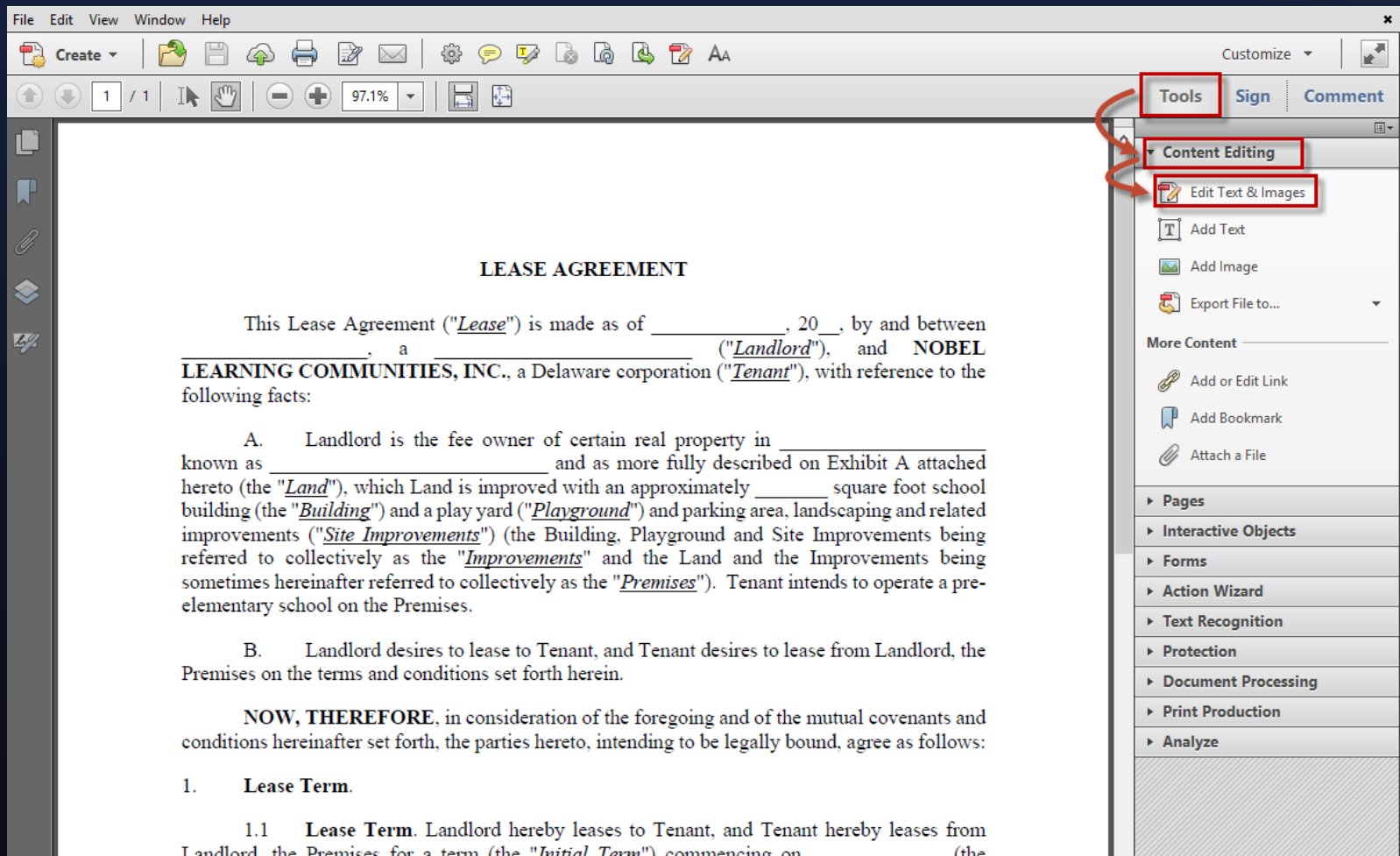
coffitivity



your music

Protect Your PDFs

If you don't lock PDFs, they're easy to edit



The screenshot shows a PDF viewer interface with a document titled "LEASE AGREEMENT". The document text is as follows:

LEASE AGREEMENT

This Lease Agreement ("Lease") is made as of _____, 20____, by and between _____, a _____ ("Landlord"), and NOBEL LEARNING COMMUNITIES, INC., a Delaware corporation ("Tenant"), with reference to the following facts:

A. Landlord is the fee owner of certain real property in _____ known as _____ and as more fully described on Exhibit A attached hereto (the "Land"), which Land is improved with an approximately _____ square foot school building (the "Building") and a play yard ("Playground") and parking area, landscaping and related improvements ("Site Improvements") (the Building, Playground and Site Improvements being referred to collectively as the "Improvements" and the Land and the Improvements being sometimes hereinafter referred to collectively as the "Premises"). Tenant intends to operate a pre-lementary school on the Premises.

B. Landlord desires to lease to Tenant, and Tenant desires to lease from Landlord, the Premises on the terms and conditions set forth herein.

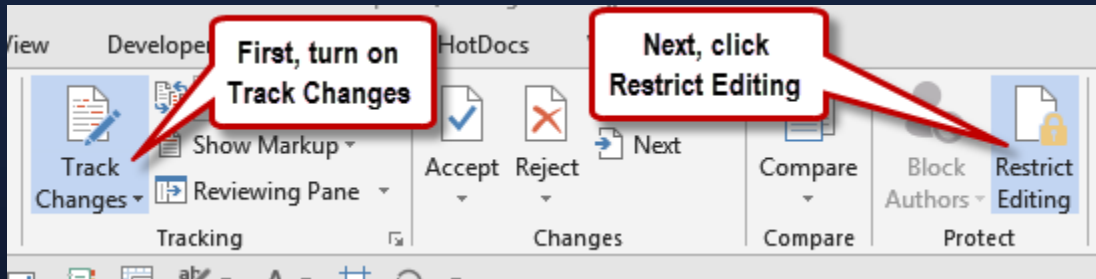
NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and conditions hereinafter set forth, the parties hereto, intending to be legally bound, agree as follows:

1. **Lease Term.**

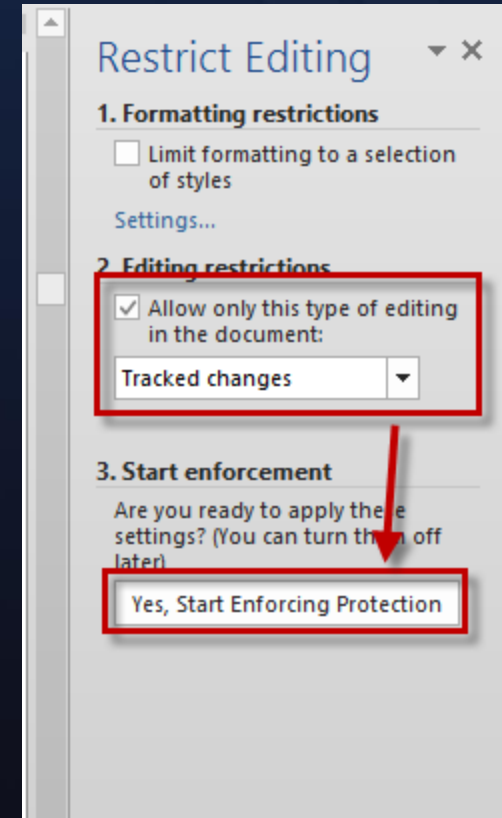
1.1 **Lease Term.** Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, the Premises for a term (the "Initial Term") commencing on _____ (the

The PDF viewer interface includes a menu bar (File, Edit, View, Window, Help), a toolbar with various icons, and a right-hand sidebar. The sidebar is open to the "Tools" menu, which is highlighted with a red box. The "Content Editing" sub-menu is also highlighted with a red box, and the "Edit Text & Images" option is selected and highlighted with a red box. Other options in the sidebar include "Sign", "Comment", "Add Text", "Add Image", "Export File to...", "More Content", "Add or Edit Link", "Add Bookmark", "Attach a File", "Pages", "Interactive Objects", "Forms", "Action Wizard", "Text Recognition", "Protection", "Document Processing", "Print Production", and "Analyze".

Lock On Track Changes in Word



This prevents the person you send the document to from turning it off and making changes

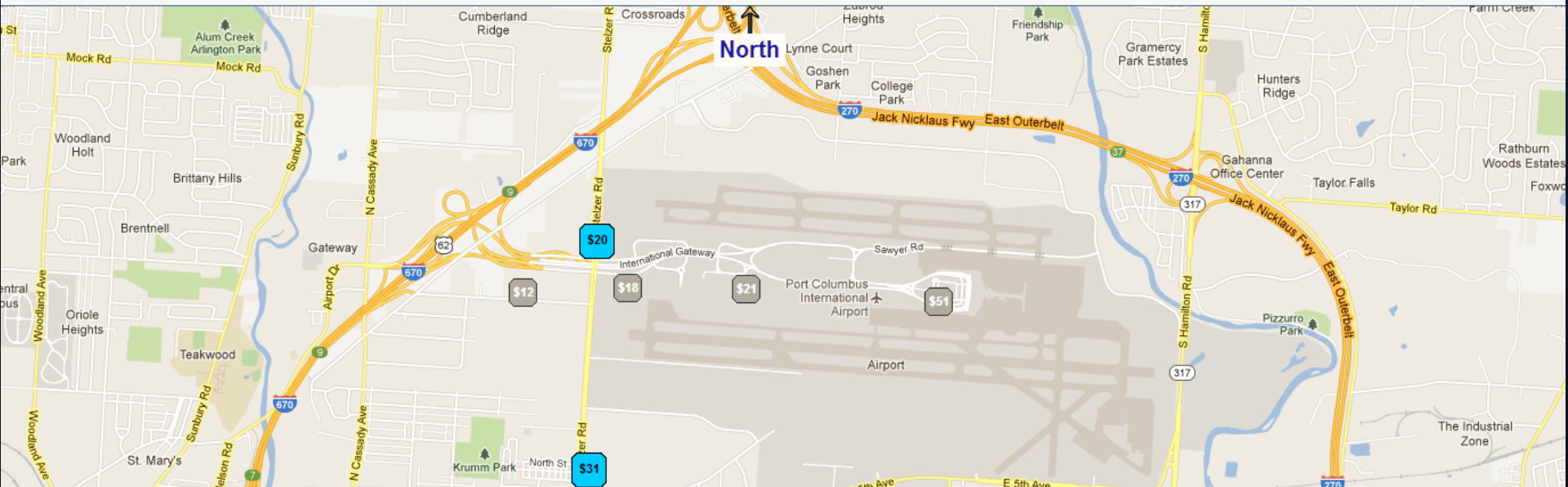




**BONUS
TIP**

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Arrival	Departure	Search	Legend
February 15 2013 1 : 00 AM/PM	February 18 2013 1 : 00 AM/PM	<input type="button" value="Search"/>	= Reservation (w/ Rate Guarantee)



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Plantronics W740 Savi



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2. Invite Your Group



3. People Sign Up Online



4. We Send Reminders

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- \$468/year includes 5 users

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How it Works Send → Notify → Sign → Complete → Archive

Send

Send a document for signature in under a minute, with 3 simple steps. It's as easy as sending an email.

Choose Document
Upload a PDF or Word file, or choose a document from your favorite web application (like Google Docs or FreshBooks).

Specify Recipients
Enter the name and email of each signer on the document. You may add cc's as well.

Type Subject and Send
Describe the subject of the document, enter an optional message to your recipients, and click send.

Fill Out a Form and Sign
Need your recipients to complete form fields before signing? Drag-and-drop text fields, check boxes, initials boxes, and other form elements onto your document before sending.

Send a Document

Choose a Document
Upload a PDF, Word, or Text document from your computer, or choose from your integrations to upload to Google Docs, FreshBooks, Dropbox, or other third-party documents.

People Involved
The names and emails of all signers and CC's on this document.

SIGNER	CC	NAME	EMAIL
	<input type="checkbox"/>	Cary Dunn	cary@rights...
	<input type="checkbox"/>	John Bellingham	john@rights...

Description
The subject of the document and a personal message to the people involved.

Mutual NDA

Hi John, please sign this NDA so we c...

Hi John,

By clicking this document you agree to our [TERMS OF SERVICE](#)

Signer Tools
SIGNER TOOLS
SIGN
INITIAL
J.B.
DATE

"You can send a document out for signing in around 60 seconds."

TechCrunch

www.mypermissions.com

 MyPermissions

[Who we are](#)

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your Personal Information Online?

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TIME
Tech
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App store

Wipe Out Online Accounts

www.accountkiller.com



ACCOUNTKILLER

Do you care about your personal data? We provide instructions to remove your account or public profile on most popular websites, including [Skype](#), [Facebook](#), [Windows Live](#), [Hotmail / Live](#), [Twitter](#), [MSN / Messenger](#), [Google](#) and [many more](#). Want to create an account somewhere? Check our [Blacklist](#) first to see if it's even possible to remove your profile!

Looking for a certain site? Type a few letters here: or check the popular sites listed below.

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ALL SITES

SITECHECK

SUBMIT A SITE

ABOUT

FAQ

UPDATE [INSTALL THE ACCOUNTKILLER SITECHECK! CLICK HERE FOR MORE INFO](#)

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Ease of service: white

[Delete facebook account](#)

SKYPE

Ease of service: grey

[Delete skype account](#)

ZOOSK

Ease of service: white

[Delete zoosk account](#)

SPOTIFY

Ease of service: grey

[Delete spotify account](#)

IMVU

Ease of service: white

[Delete imvu account](#)

TWITTER

Ease of service: white

[Delete twitter account](#)

GROUPON

Ease of service: grey

[Deletegroupon account](#)

TWOO.COM

Ease of service: white

[Delete twoo com account](#)

GOOGLE

Ease of service: white

[Delete google account](#)

YAHOO

Ease of service: white

[Delete yahoo account](#)

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The movie suggestion website that works. Find movies you have not yet watched, which you will love.

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[WELOVETHIS STAFF PICKS](#)

[SEE ALL OUR SUGGESTIONS](#)

▼ [Custom Search](#)

Lightphoria 10,000LUX

\$75 from amazon.com



Power Cup

**Powerline 200-Watt
Coffee Cup
Inverter with USB
Charging Port and
Two Outlets**

\$35





Outlook Tips



Fix your fonts! File ⇒ Options ⇒ Mail

The screenshot shows the Outlook Options dialog box with the Mail tab selected. A red box highlights the Mail tab in the left sidebar. A red arrow points from this box to the Stationery and Fonts... button in the right sidebar. Another red box highlights the Stationery and Fonts... button, with a red arrow pointing to the Stationery and Fonts sub-tab in the Signatures and Stationery dialog box. This sub-tab is also highlighted with a red box. The sub-tab contains settings for new mail messages, replying or forwarding messages, and composing plain text messages, each with a font selection button and a sample text area.

Outlook Options

General
Mail
Calendar
People
Tasks
Search
Language
Advanced
Customize
Quick Acc
Add-Ins
Trust Cent

Change the settings for messages you create and receive.

Compose messages

Change the editing settings for messages. Editor Options...

Compose messages in this format: HTML

ABC

Spelling and Autocorrect...

Signatures...

Stationery and Fonts...

Reading Pane...

Signatures and Stationery

E-mail Signature Personal Stationery

Theme or stationery for new HTML e-mail message

Theme... No theme currently selected

Font: Use theme's font

New mail messages

Font... Sample Text

Replying or forwarding messages

Font... Sample Text

Mark my comments with: Barron Henley

Pick a new color when replying or forwarding

Composing and reading plain text messages

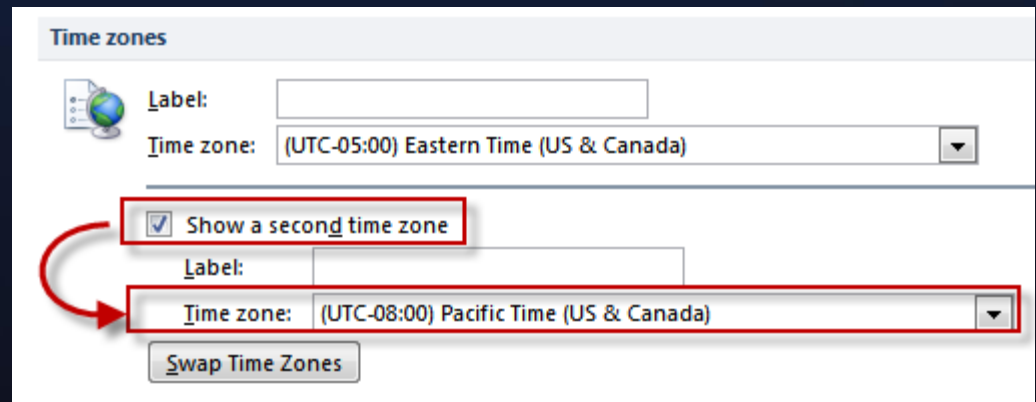
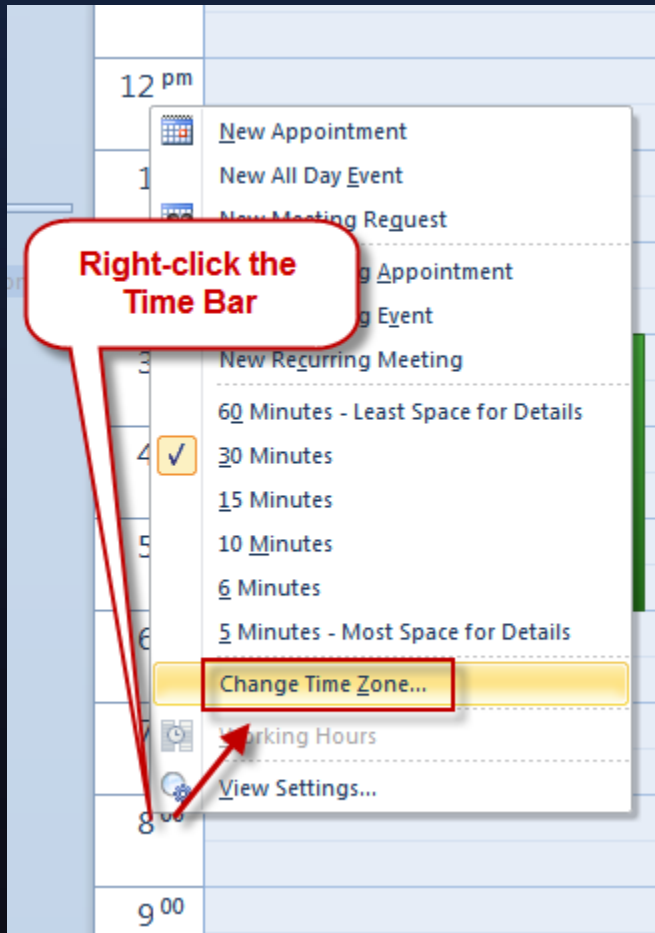
Font... Sample Text



Outlook Tips



Show 2 time zones on you calendar

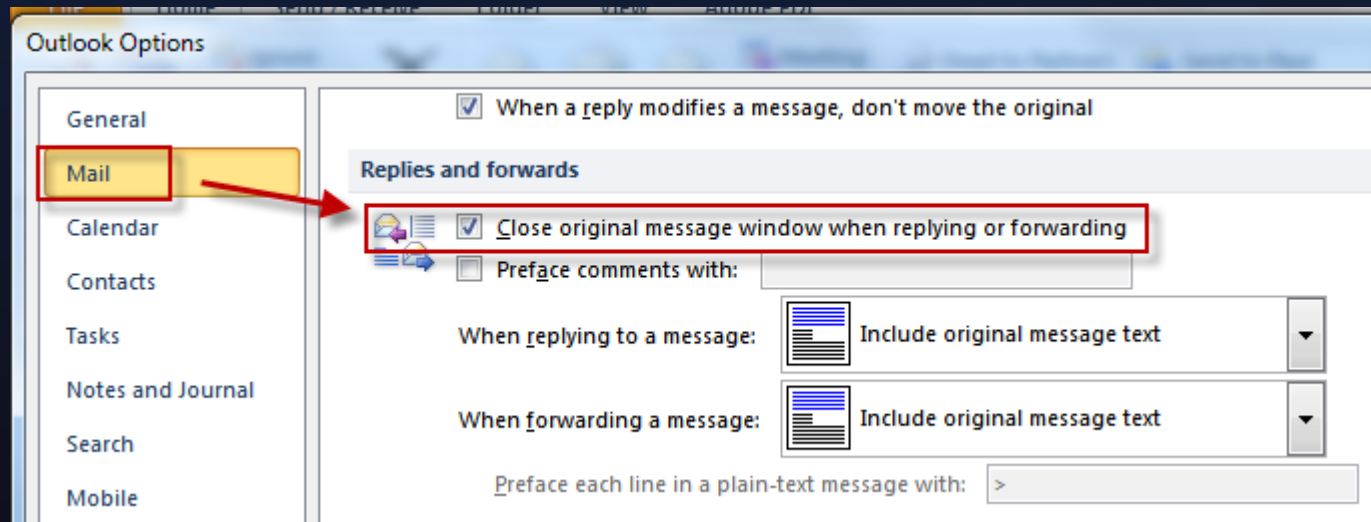
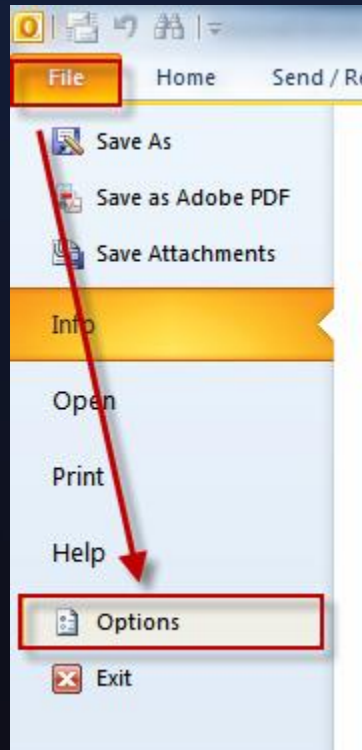




Outlook Tips



Auto-close the message window after you reply





Outlook Tips



See non-contiguous dates side-by-side

The screenshot shows the Outlook calendar interface. On the left, there are three monthly views: December 2012, January 2013, and February 2013. The January 2013 view is selected, and the date '15' is highlighted with a red box. A callout bubble points to this date with the text: "Left click on the first date, then Ctrl+click on all of the others you want to see side by side". The main calendar view shows a multi-day view for January 03 - 30, 2013. The calendar grid displays events for several dates: 8 (Meet Kelly Moore @ Wright Law), 10 (HOLD for Gallo Remote - Go To Jennifer Ran), 12 (HOLD for Gallo Remote - Go To Jennifer Ran), and 17 (Leave for Boston). The right side of the calendar shows a list of events: CBS Board Meeting and Business.

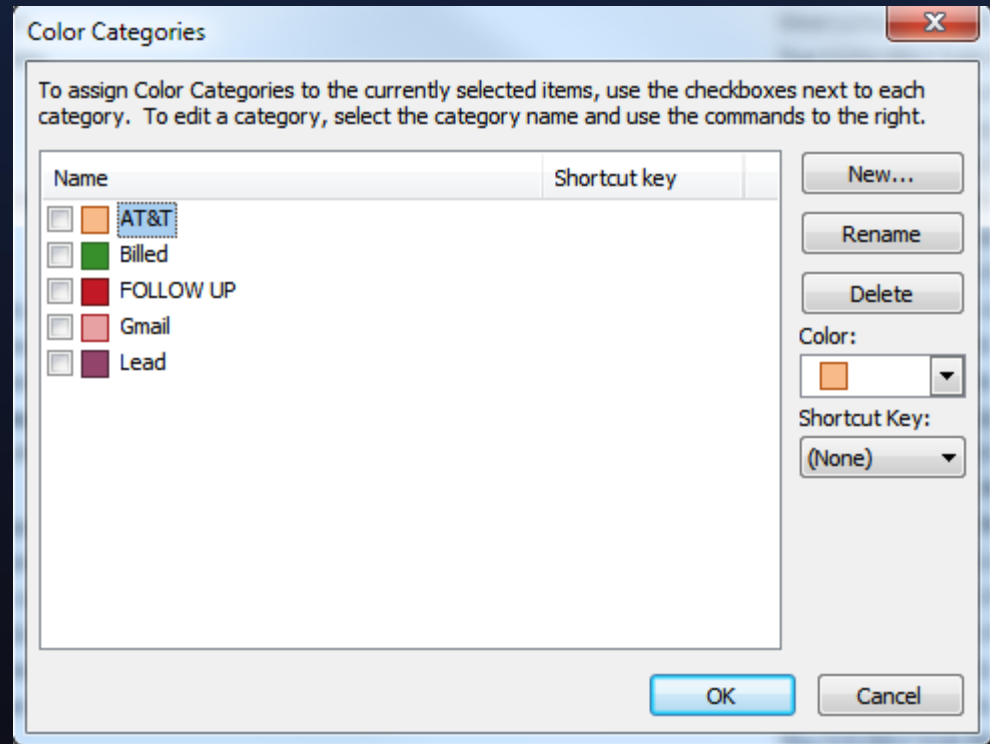
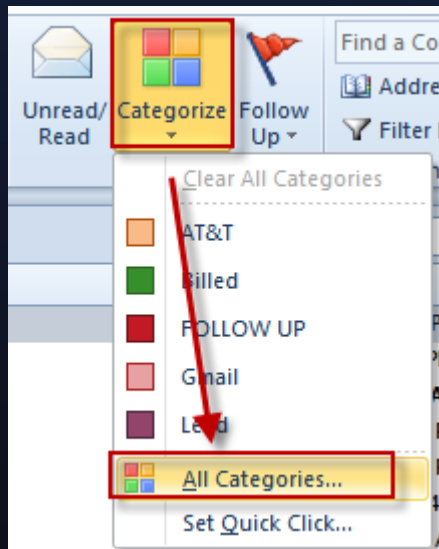
Day	Date	Day of Week	Event
3	Jan 3	Thu	
8	Jan 8	Tue	Meet Kelly Moore @ Wright Law
10	Jan 10	Thu	HOLD for Gallo Remote - Go To Jennifer Ran
12	Jan 12	Sat	HOLD for Gallo Remote - Go To Jennifer Ran
17	Jan 17	Thu	Leave for Boston
22	Jan 22	Tue	
24	Jan 24	Thu	
30	Jan 30	Wed	CBS Board Meeting, Business



Outlook Tips



Create a **billed category** for your calendar



Micro Samsonite Scooter

\$249 on www.amazon.com



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The List of Android Apps for Lawyers

<u>Application Name</u>	<u>Application Cost</u>	<u>Short Description of the Application</u>	<u>Google Play Link</u>
Law Practice	\$4.99 - \$19.99	The Law Practice magazine app is your mobile guide to the business of practicing law. Law Practice magazine is the premier practice management resource dedicated to helping legal professionals master the four core areas of a successful law practice.	https://play.google.com/store/apps/details?id=com.texterity.android.LawPractice
Procurement Explorer	\$0.00	Procurement Explorer is a guide to Polish procurement law in the form of an English-language mobile app. It offers practical answers to questions from this extensive field of law.	http://goo.gl/EYI7K
LSUC Ontario Reports	\$0.00	Law reports from Ontario provided weekly. Also official Law Society notices, government notices of interest to the profession, fee schedules, lawyers' announcements, career opportunities and advertising.	http://goo.gl/LSJI2
iJuror	\$15.00	Jury selection assistant.	http://goo.gl/j2NMK
Law School Dojo	\$0.00	A law quiz game for the law student that lives in everyone. Hundreds of multiple choice questions to learn legal doctrine, vocabulary, and procedure, along with random legal trivia.	http://goo.gl/441Fr
Law Dictionary	\$0.99	The Law Dictionary is a source of legal definitions and terms featuring the entire Black's Law Dictionary (2nd edition) with over 15,000 words and definitions.	http://goo.gl/J7q6G

Hosted Exchange Almost Free

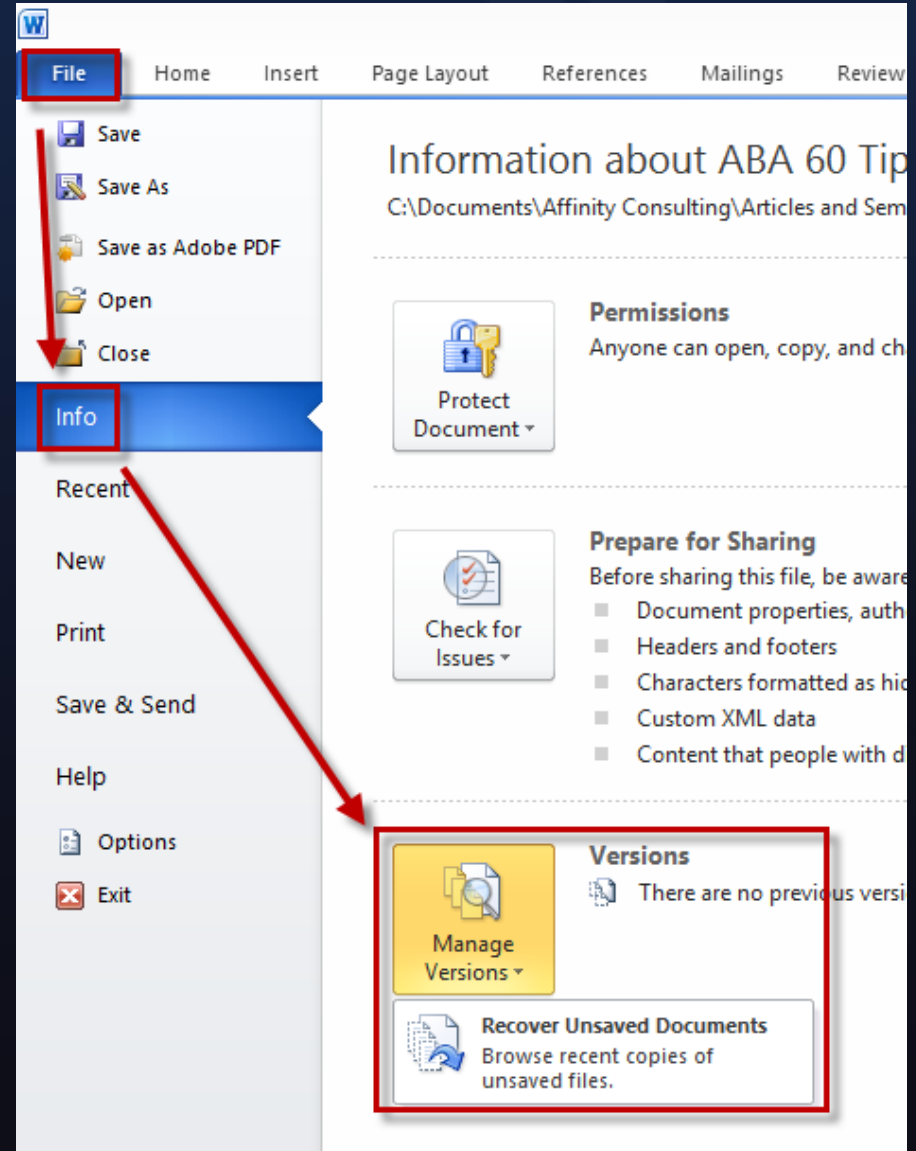
<http://tinyurl.com/bleasx7>

The screenshot shows the Microsoft Exchange Online plans comparison page. At the top, there is a navigation bar with the Exchange logo, links for 'Top features', 'Try or buy', 'Compare', and 'Customer stories', and a 'Request a call' button. The main heading is 'Compare Exchange Online plans'. Below this, a paragraph explains that Exchange Online is available as a standalone service or as part of an Office 365 plan. The comparison table below lists features for two plans: Exchange Online Plan 1 (\$4.00/user/month) and Exchange Online Plan 2 (\$8.00/user/month). Both plans offer 25 GB of mailbox storage, Outlook support, web-based access, mobile access, and shared calendar and contacts.

	Exchange Online Plan 1 \$4.00 <small>user/month</small>	Exchange Online Plan 2 \$8.00 <small>user/month</small>
	Buy	Buy
Large mailboxes: Each user gets 25 GB of mailbox storage and can send messages up to 25 MB in size.	●	●
Outlook support: Users can connect supported copies of Outlook to Exchange Online, so they can use the rich client application they already know.	●	●
Web-based access: For web-client access, Outlook Web App provides a premium browser-based experience that matches the look and feel of the full Outlook client.	●	●
Mobility: Mobile access is available from all phones that can receive email, including Windows Phone, iPhone, Android, and Blackberry devices.	●	●
Shared calendar and contacts: Users can compare calendars to schedule meetings and can access collaboration features, including shared calendars, groups, the global address list, external contacts, tasks, conference rooms, and delegation capabilities.	●	●

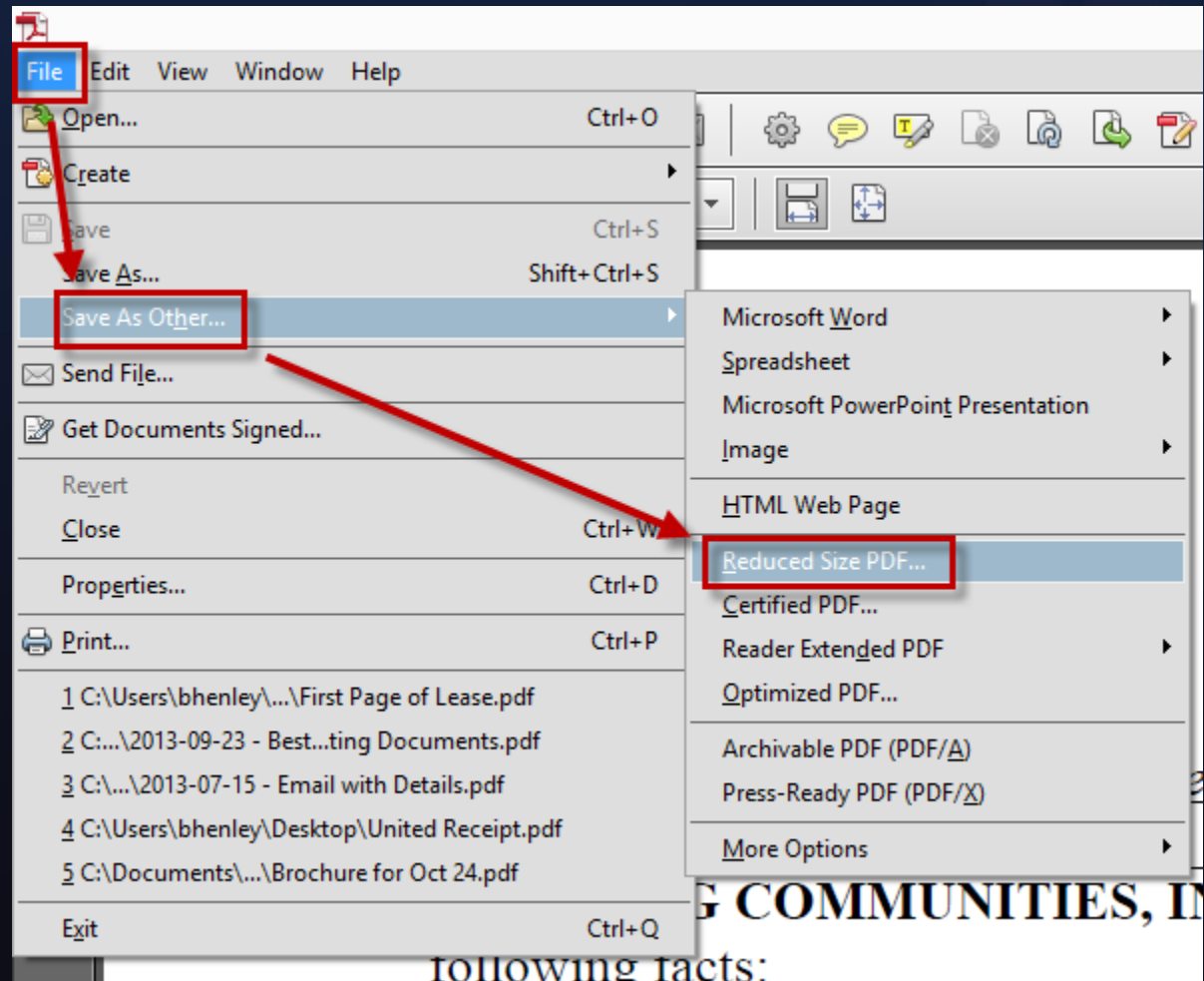
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Testimonials should always be added to your marketing... (by [mary1638](#) 🇺🇸)

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5 ★



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Share a Meal for Easier Negotiations



Patrick Allan

Filed to: NEGOTIATIONS Yesterday 1:30pm

1,688 🔥 ★



lifehacker

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Upload a direct mail marketing letter

Want to expand your business reach? Upload your marketing letters here and use our new color printing system!



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We have access to hundreds of markets and the foreclosure mailing lists. Reach out directly to your potential client before it is too late!



Send out Pre-Filing Notices for clients

Want to protect your client's right away? Send out notices, FDCPA letters, representation documents to your creditor list.



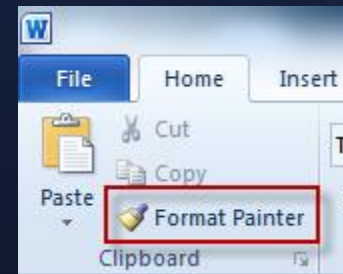
Upload a Legal Mailing Project

Letters to homeowners association, probate estates, any project where you need to notice a large number of people with the same document.

Word's Format Painter Function

Allows you to **replicate formatting** anywhere in your document

- Click into good formatting
- Click Format Painter
- Select the text you want to fix



Poll Your Clients

Want to know what your clients *really* think? **Try asking them.**

The image shows a screenshot of the SurveyMonkey website. At the top left is the SurveyMonkey logo. To the right are 'Sign In' and 'Help' buttons. Below the logo is a navigation menu with 'Home', 'How It Works', 'Examples', 'Survey Services', and 'Plans & Pricing'. The main heading is 'Create Surveys, Get Answers'. Below this are two buttons: 'Pro Sign Up' (yellow) and 'Sign Up FREE' (grey). A sub-headline reads 'The basics are always free. Upgrade for more powerful features.' Below this are three feature cards. The first card is 'Survey your target market' with an icon of two speech bubbles and text about 'SurveyMonkey Audience'. The second card is 'Want more power and multiple users?' with an icon of three people and text about 'SurveyMonkey Enterprise'. The third card is 'Give your results more context' with an icon of a bar chart and text about 'SurveyMonkey Benchmarks'. A 'NEW' ribbon is on the top right of the third card.

SurveyMonkey®

Sign In Help

Home How It Works Examples Survey Services Plans & Pricing

Create Surveys, Get Answers

Pro Sign Up Sign Up FREE

The basics are always free. Upgrade for more powerful features.

Survey your target market
SurveyMonkey Audience has millions of people ready to take your survey.

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Get our most powerful features and make smarter decisions with SurveyMonkey Enterprise.

Give your results more context
Compare your survey data to organizations like yours with SurveyMonkey Benchmarks.

NEW

Ice Cream Pint Lock

\$26 from [amazon.com](https://www.amazon.com)

