

# 60 Apps and Tech Tips in 60 Minutes



Zachary Herbert  
*Dallas*  
Herbert Law  
Group

Grant Scheiner  
*Houston*  
Scheiner Law

Sanjeev Kumar  
*Austin*  
The Kumar Law  
Firm

Michael Curran  
*Austin*  
Attorney and  
Entrepreneur



## Easy Automations

Connect two or more apps together  
and create your own automations.



# Drafts

## Powerful Cross-platform Notetaking App

- iOS app
- Mac OS app
- iPad app
- Free version available
- Dictation feature – voice to text
- Mac Only



# TextExpander

<https://textexpander.com/>

Keyboard shortcuts and snippets will fill in recurring text - \$3.33/month

**You've saved 4 Days  
with TextExpander**

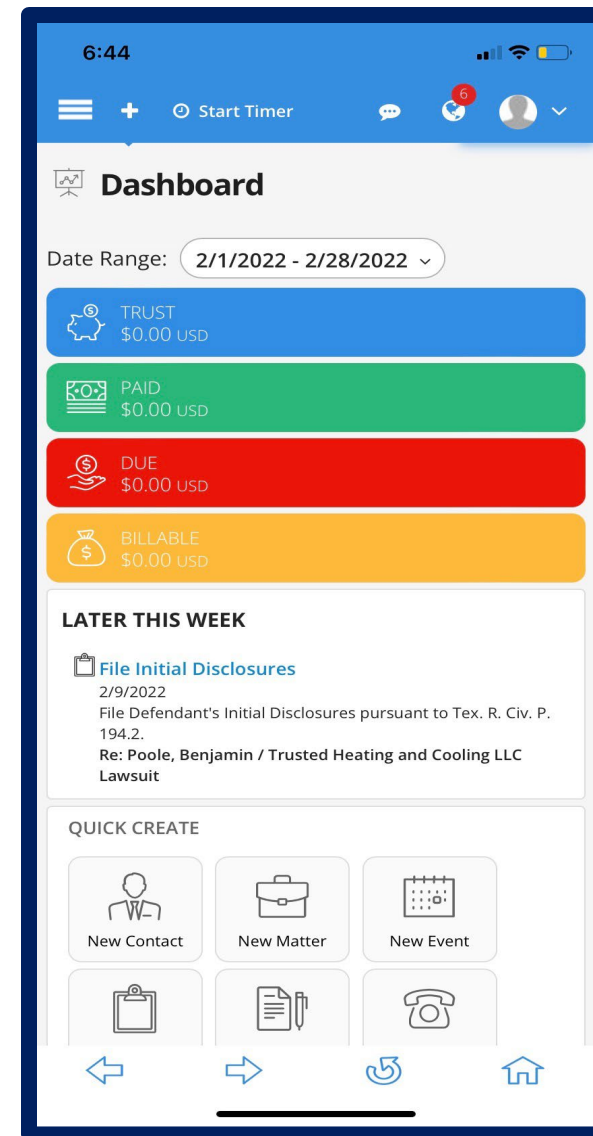
Share your all-time stat with the world



# Practice Panther

## Comprehensive Practice Management Suite

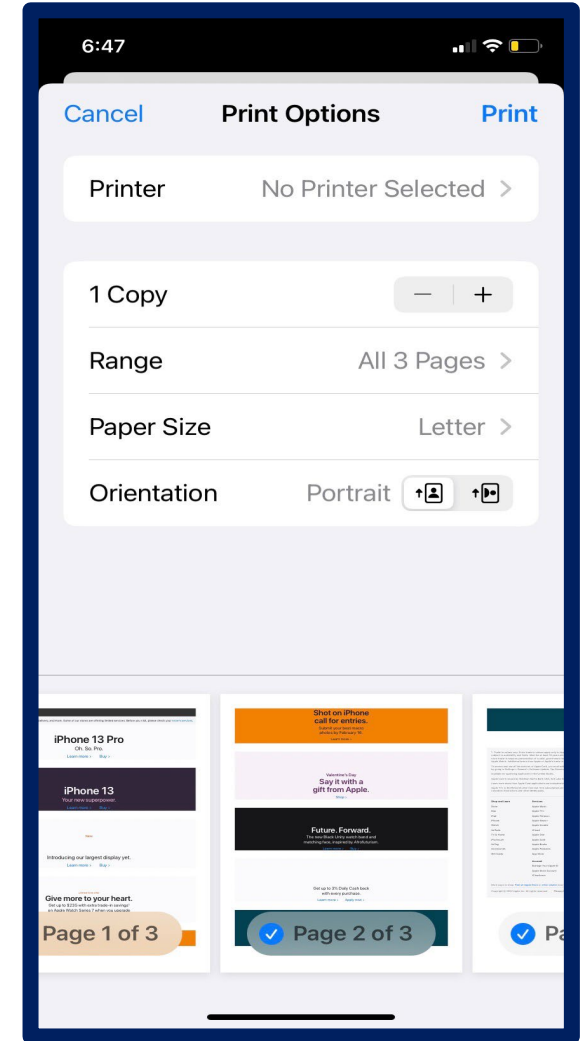
- Desktop and Mobile Access
- Trial Version Available
- Paid Application
- Support for Invoicing and IOLTA compliant payment service
- Built-in electronic signature support
- Supports matters and task level delegation



# Anything to PDF on iPhone

## Built in support in iOS - convert documents to pdf

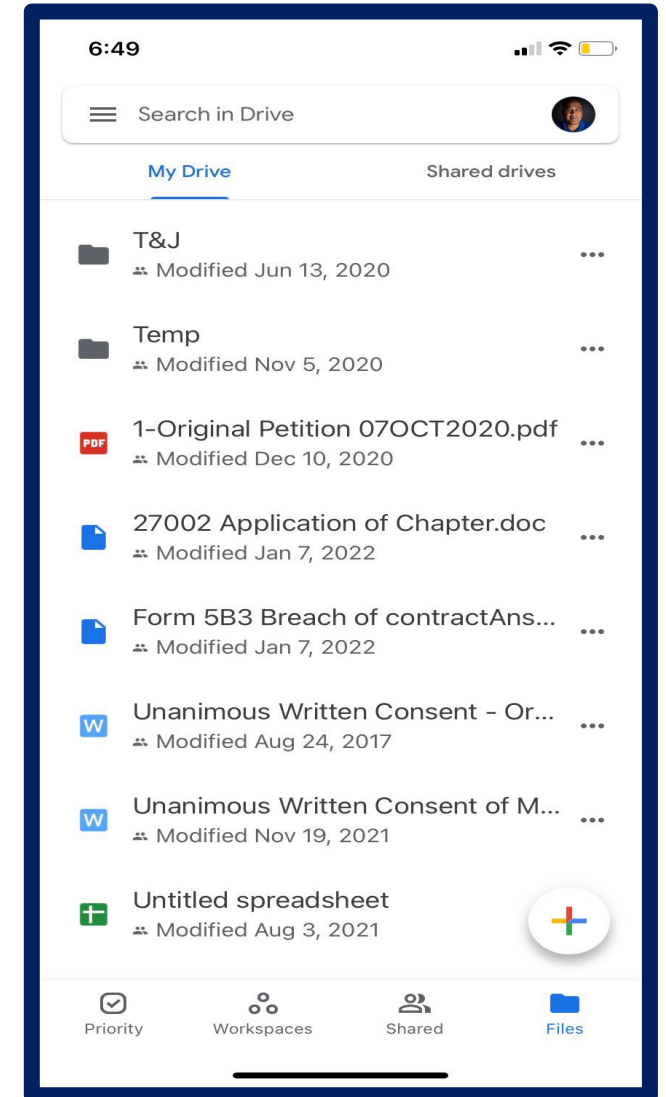
- Any web page, any document
- Select document to forward – choose print
- Select pages you want to include
- In print preview screen pinch out
- Voila – the document is available as pdf to be forwarded use your preferred means email, iMessage, WhatsApp, etc.



# Google Drive

## Cloud data repository solution by Google

- Desktop and mobile, both Android and iOS
- Edit and access from any device
- Free version available with Gmail account
- GSuites – paid version with more storage and features
- Can create shared folder
  - Sharing only possible within organization





## PDF to Word: pdf converter app 4+

Convert docs, text documents

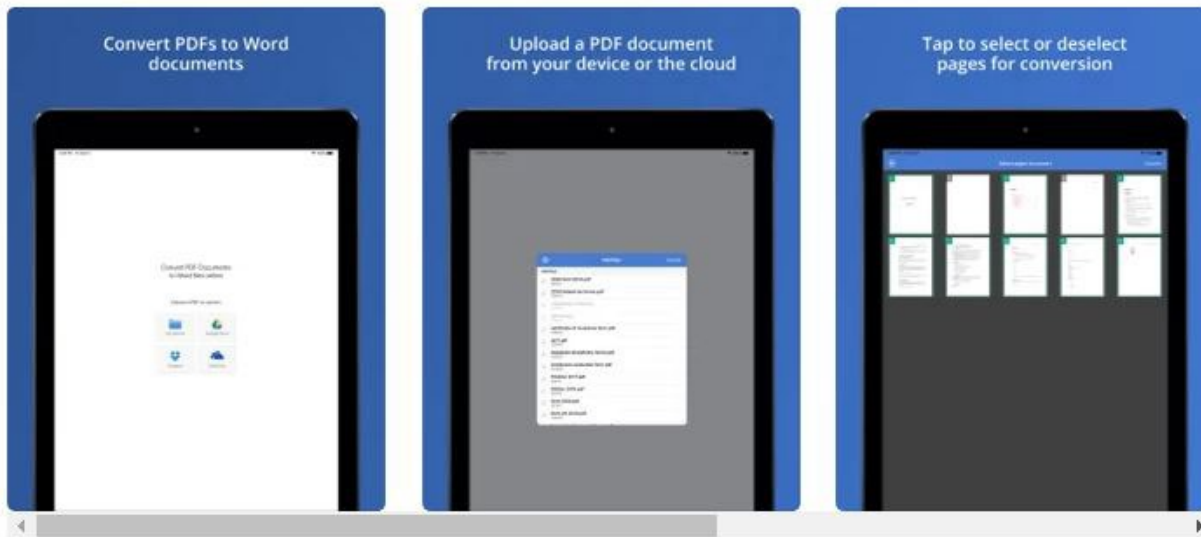
airSlate, Inc.

Designed for iPad

★★★★★ 4.8 • 3.4K Ratings

Free

### Screenshots iPad iPhone



- Converts PDF to .docx
- Compatible w/ DropBox, Google Drive, OneDrive
- File limit of 150 pages
- Free & no advertising







## Informant 5 Calendar 4+

Your Life Organized  
Fanatic Software, Inc.

★★★★★ 4.5 • 4.9K Ratings

Free · Offers In-App Purchases

➤ Syncs w/ Google Calendar, Toodledo, Evernote, iCloud

➤ Select layout & colors

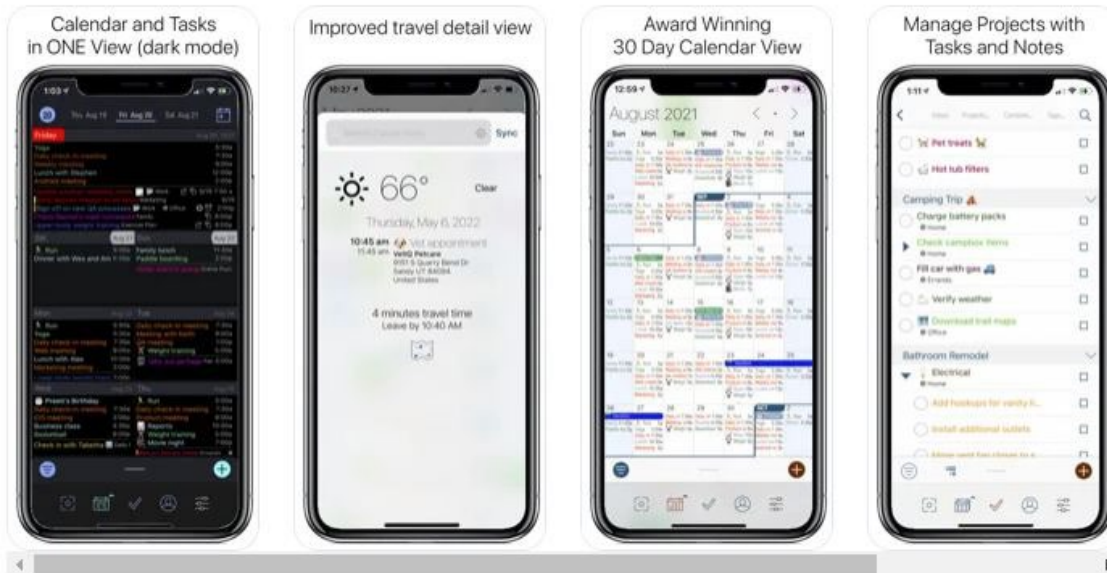
➤ Search function

➤ Reminders

➤ To Do lists, task lists, weather, ETA for meetings, etc.

➤ \$24.99 per year

### Screenshots [iPhone](#) [iPad](#) [Apple Watch](#)





## Speechify - Audio Text Reader 4+

Listen to Articles, Docs & PDF

Speechify Inc.

Designed for iPad

#1 in Magazines & Newspapers

★★★★★ 4.7 • 81.3K Ratings

Free · Offers In-App Purchases

➤ Listen to Docs, PDF, emails & articles

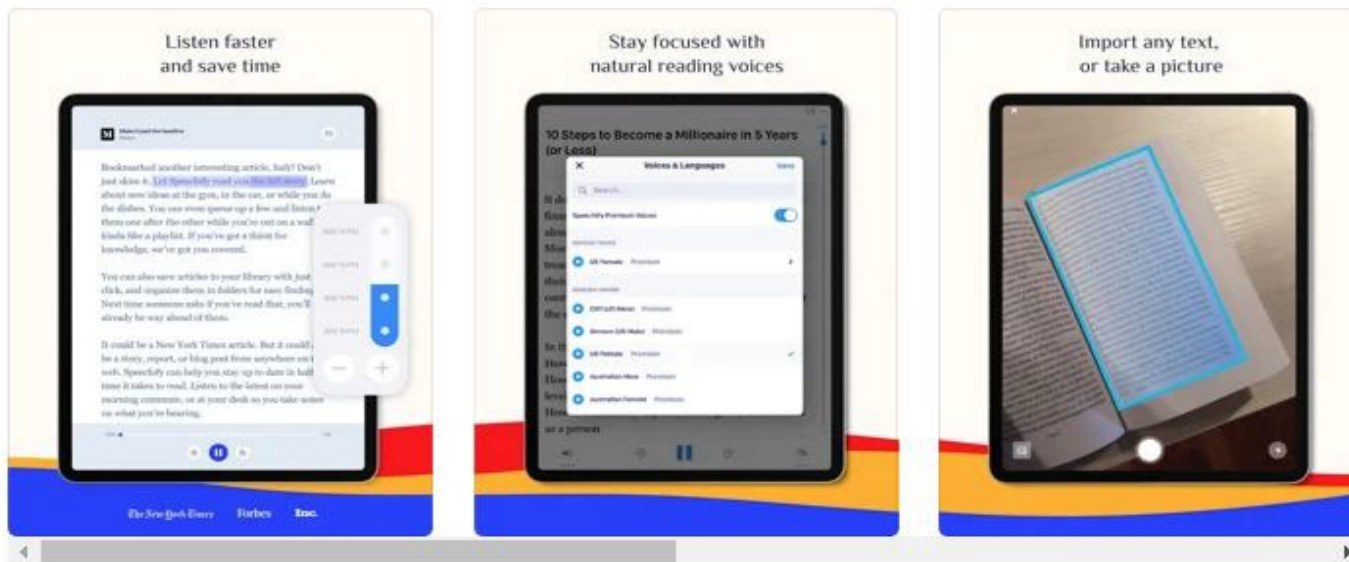
➤ Import from DropBox, Google Drive, etc.

➤ Choose speed & accent

➤ Chrome extension

➤ \$139.99 per year

### Screenshots iPad iPhone



# Navica

## COVID-19 Test App

- For international travel
- BinaxNOW AG **Home** Test
  - Abbot Labs
  - Card, swab, drops
- Navica phone app
  - User name & password
  - Certified guide
  - Documents results



# BetterHelp

Affordable, private online therapy

Talk with a licensed, professional therapist online

Get started

**[www.betterhelp.com](http://www.betterhelp.com)**

- Answer questions and get paired with licensed therapists
- Start at \$40/week (work stress, mental health, alcohol issues, and more)

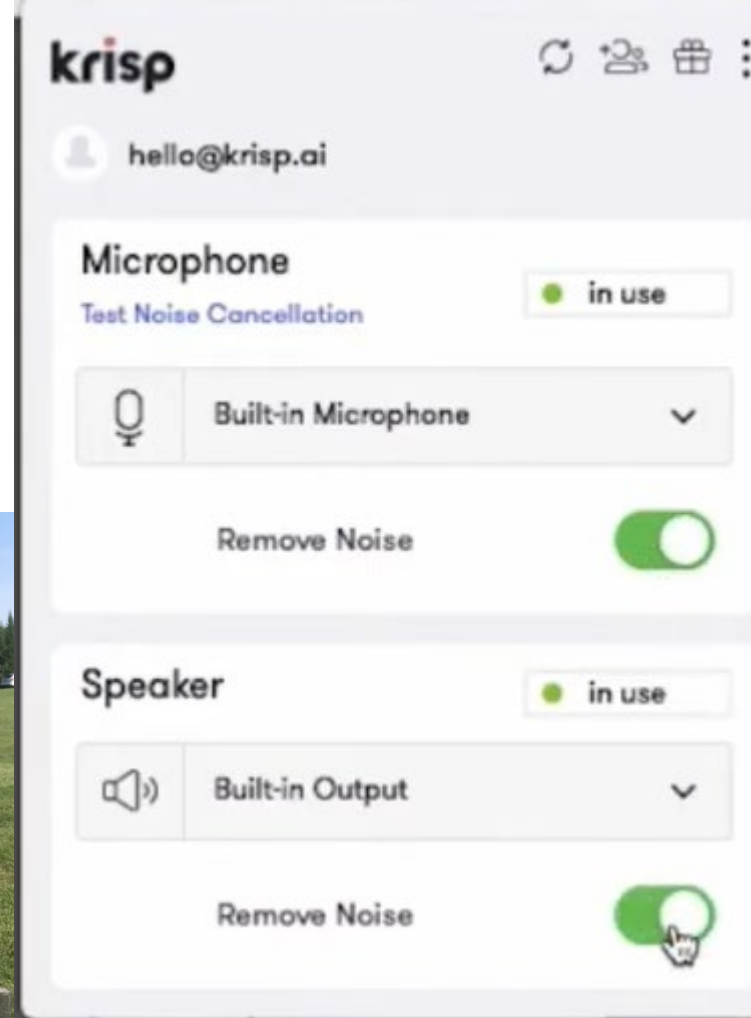




# Krisp

## AI to Eliminate Background Noise

- No more dog or lawn mower noises
- Zoom, Skype, MS Teams, etc.
- Microphone and speaker
- 240 minutes free per week



# TrialPad

## Trial Presentation and File Management

- Present exhibits and annotate
- Call out sections
- Highlight text
- Add exhibit stickers
- iPad and Android Tablet
- Subscription-based, different plans available



# Hazel

## Helps you reduce clutter and save time

- Automatically moves, sorts, renames files
- Create rules to sort new files
- Add scripts to make a powerful desktop automator
- Price: \$42.00



# PDF Expert

## PDF Editor for Mac

- Annotate
- Redact
- Bates Stamp
- Combine PDFs
- iPad and iOS app available
- Price \$29.99

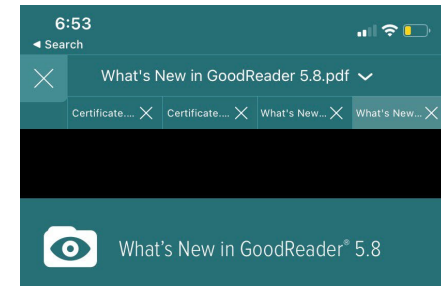




# Good Reader

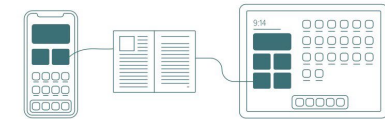
## Read Documents of Many Types

- View, create and edit PDFs
- Supports books, movies, maps, pictures
- Automatically syncs with various cloud hosts
- Easily allows managing large number of files
- iOS only

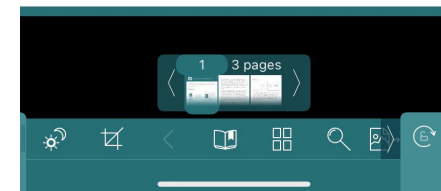


iOS 14 is finally here, and GoodReader 5.8 comes prepared. Two of the iOS's new features — Widgets and Scribble — work perfectly with GoodReader.

### Widgets



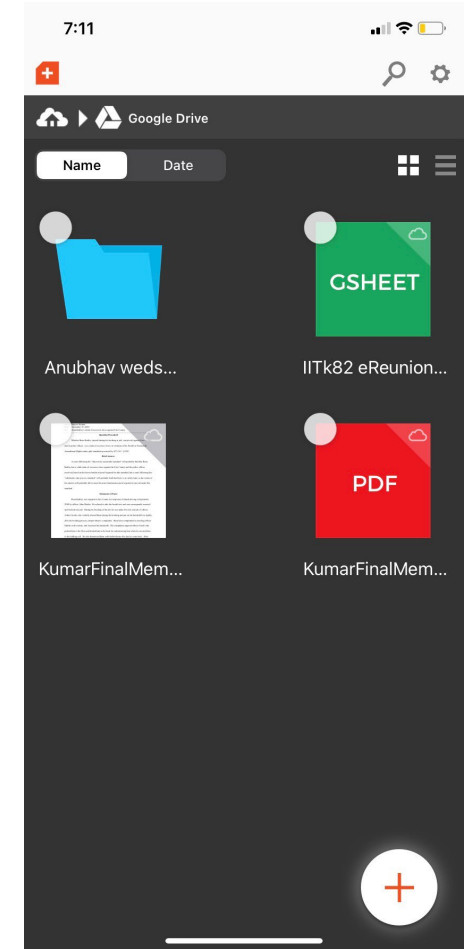
- Go to where you usually see the Widgets area on your device. The actual location varies from device to device, but generally, when you're looking at the home screen, swipe right until the Widgets area appears. There, you'll see the standard widgets like Weather, Maps, and so on. Scroll to the bottom. The Edit button will appear. Tap it. The "+" button will appear at the top — this is how you add custom widgets. Find GoodReader on the list and select it.



# iAnnotate

## Document Review and Annotation App

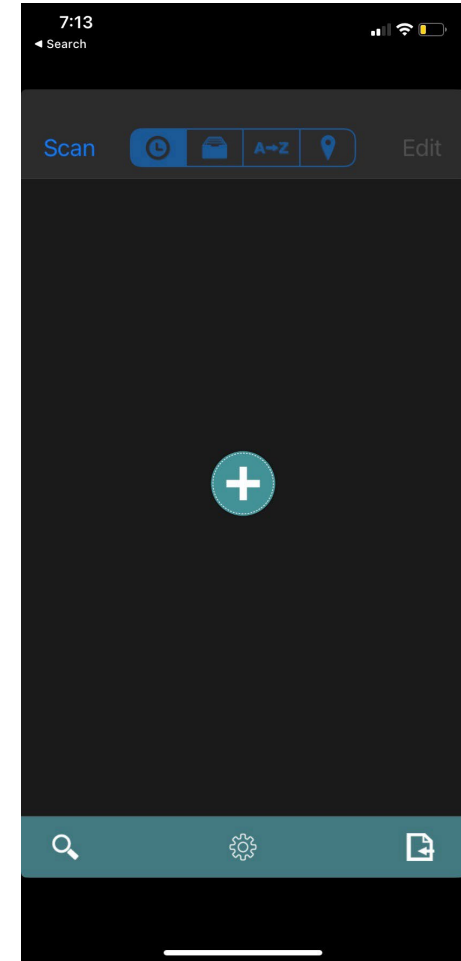
- Read and Annotate
- Supports many files – Microsoft, google, pdf, images
- Automatically converts and saves as pdf
- Allows sharing at a granular level
- Works across iOS devices



# Doc Scanner

## Scan Documents Using mobile phone camera

- Supports pdf conversion
- Can also save as image
- Supports OCR of documents
- Supports cloud storage like Dropbox





**LEX Reception** 4+

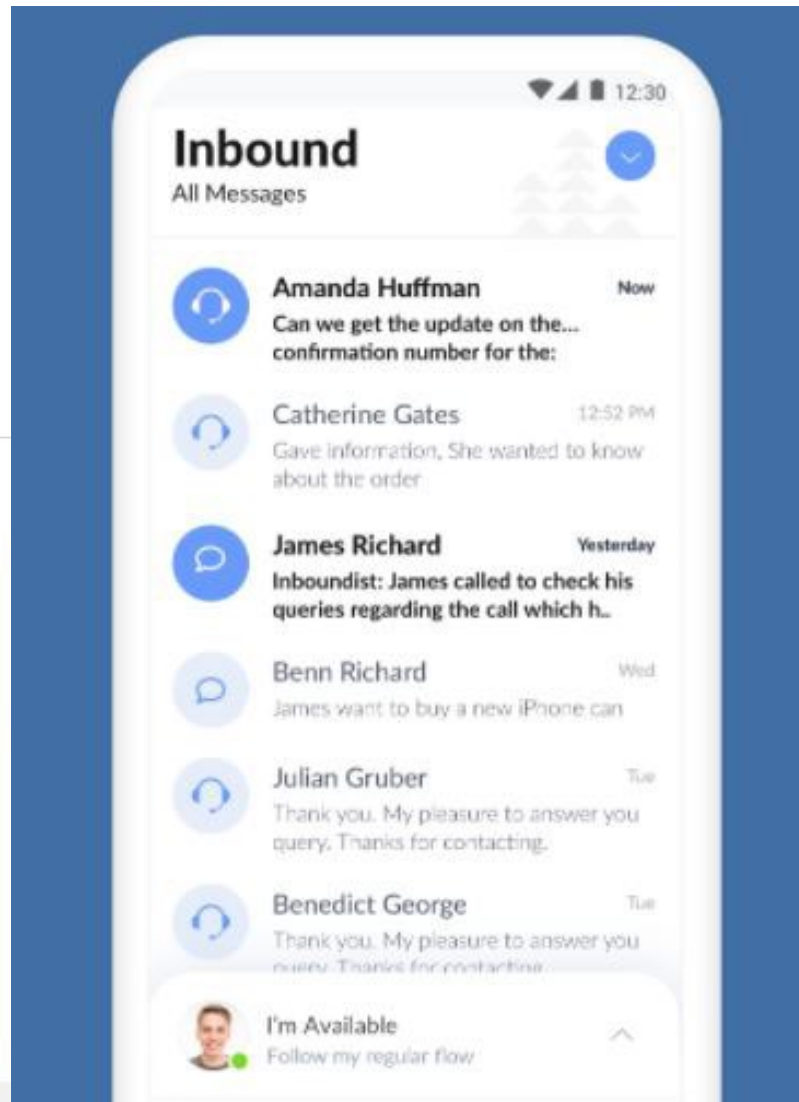
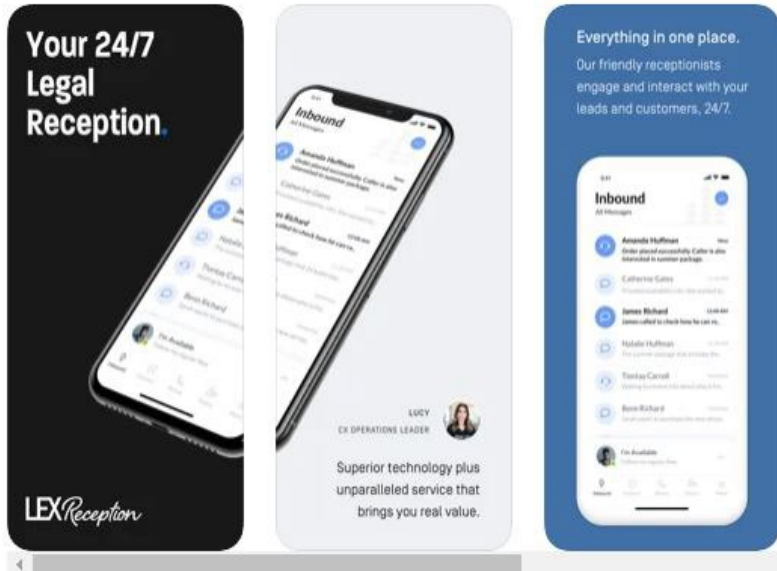
Kevin Payne

Designed for iPhone

★★★★★ 4.8 • 204 Ratings

Free

### iPhone Screenshots



- Receive written phone messages
- Share messages
- Respond by call or text
- Free app with Lex Reception plan (start \$150 per month)

# iMarkup & Image Pointer



## iMarkup: Text, Draw on photos

Winterso Team Tools

★★★★★ 9,324

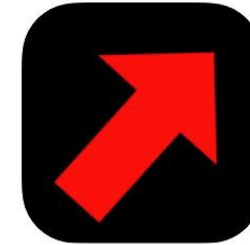
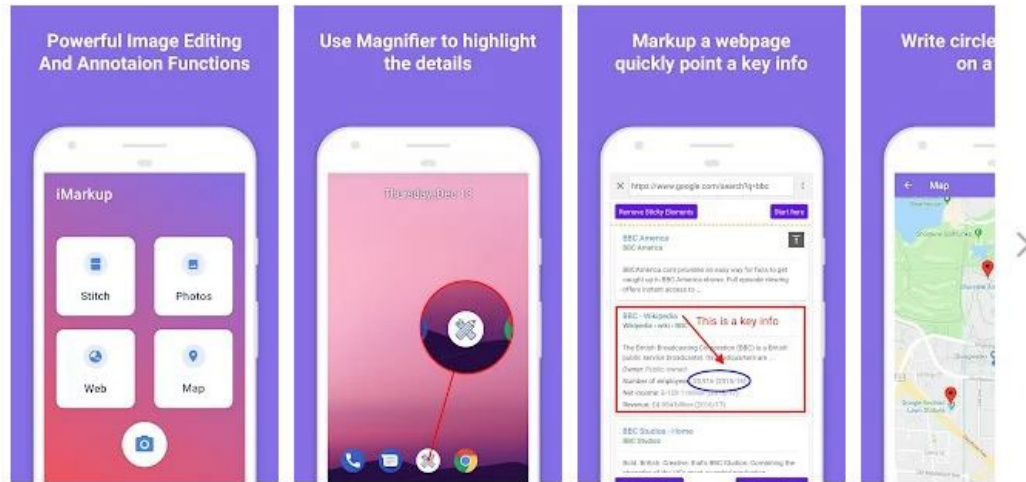
Everyone

Contains Ads · Offers in-app purchases

⚠ You don't have any devices

Add to Wishlist

Install



## ImagePointer 4+

Add arrows or pointers in pics

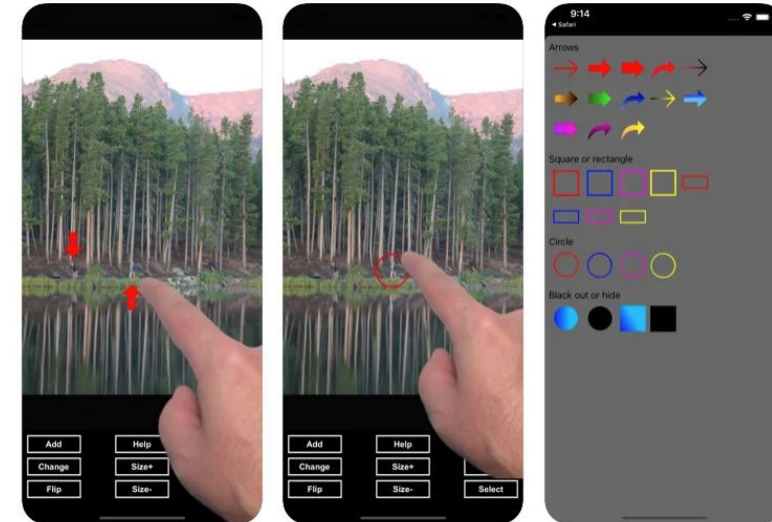
Jeff Dolphin

Designed for iPhone

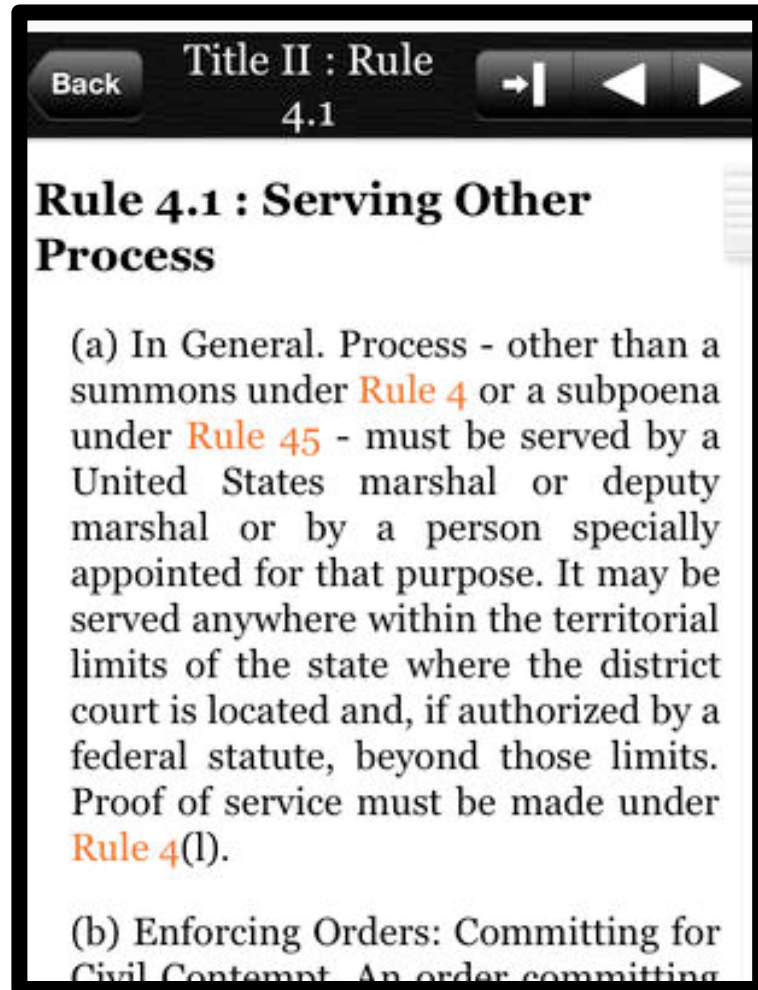
★★★★★ 2.0 · 7 Ratings

\$1.99

### iPhone Screenshots



# Texas Bar Legal



## Computer & Technology Section App

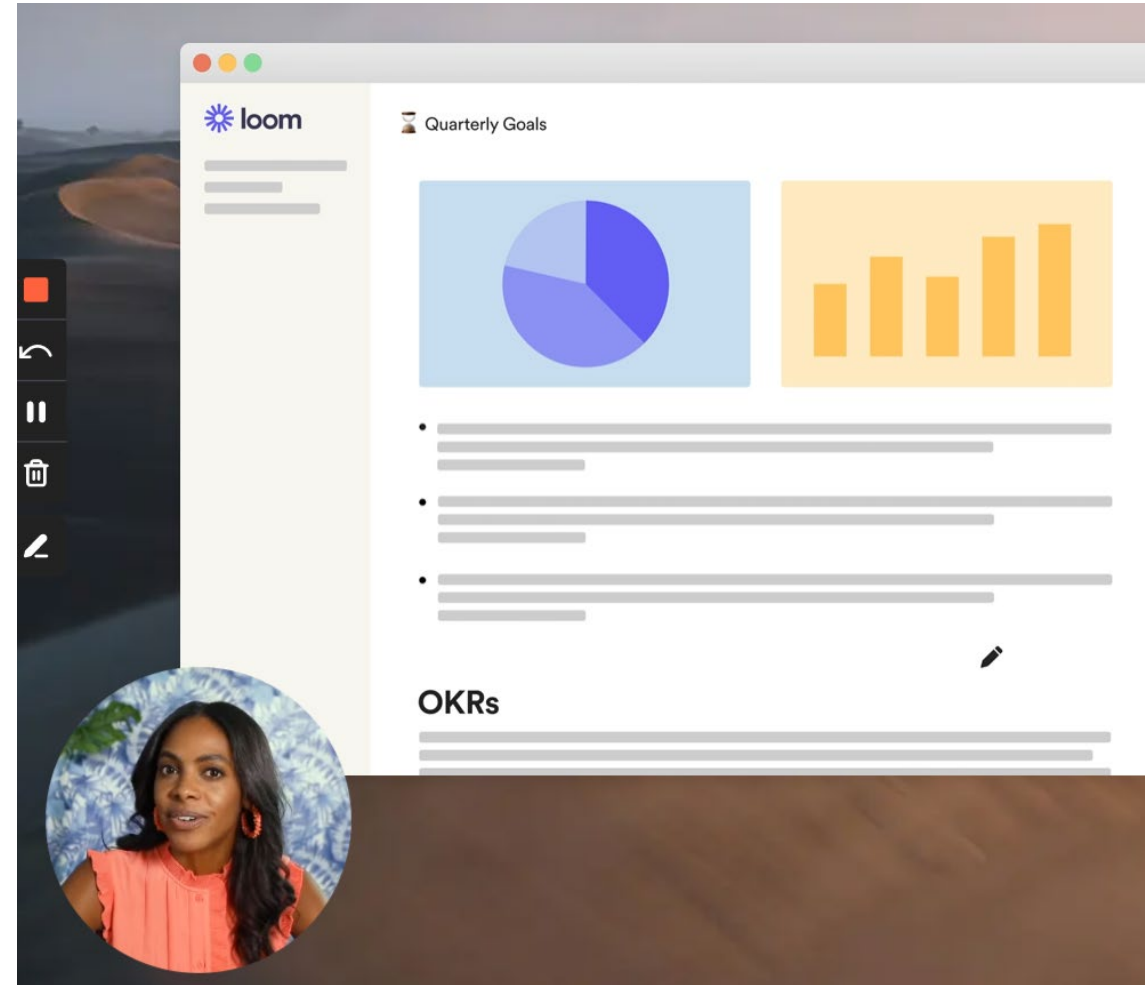
- Free to any Section member
- Exclusively for members
- Dozens of state & federal codes, rules & statutes



# Loom

## App to Record Videos

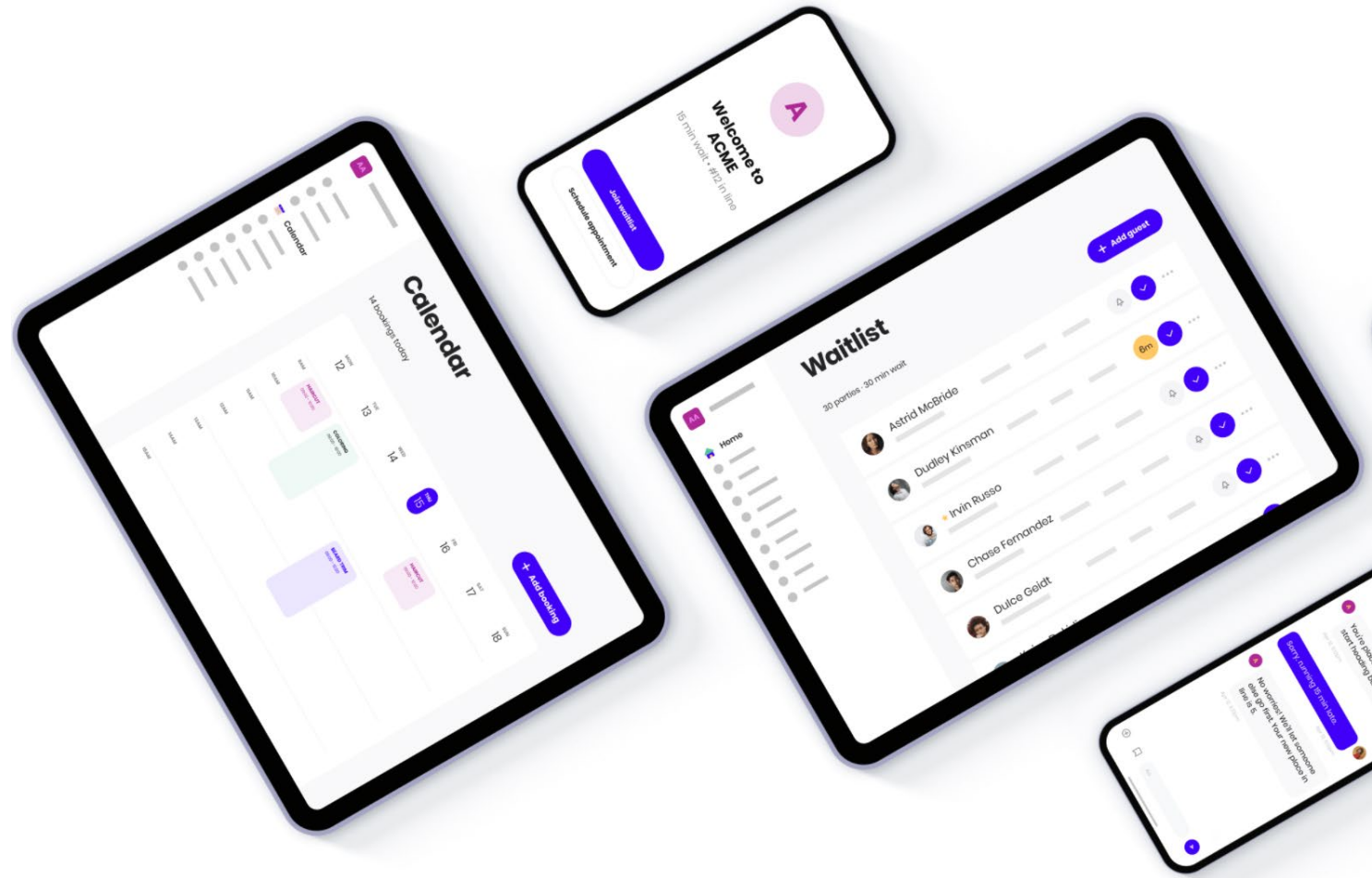
- Shows screen and video
  - Paid version – Mark ups, etc.
- Great way to leave instructions or provide training
- Free version 25 videos up to 5 minutes each
- \$8/mo. per user



# WaitWhile

## Virtual Waiting Room

- Clients know their wait time
- Works for waiting rooms or incoming phone calls
- For calls, clients can get a text instead of waiting on hold
- Free and paid plans





# Upwork

## Freelancer Market

- Often higher end workers
- Free to join – pay for hires
- Post jobs, get bids
- Great for:
  - Newsletters
  - Powerpoints
  - Marketing

Open Jobs Post Job

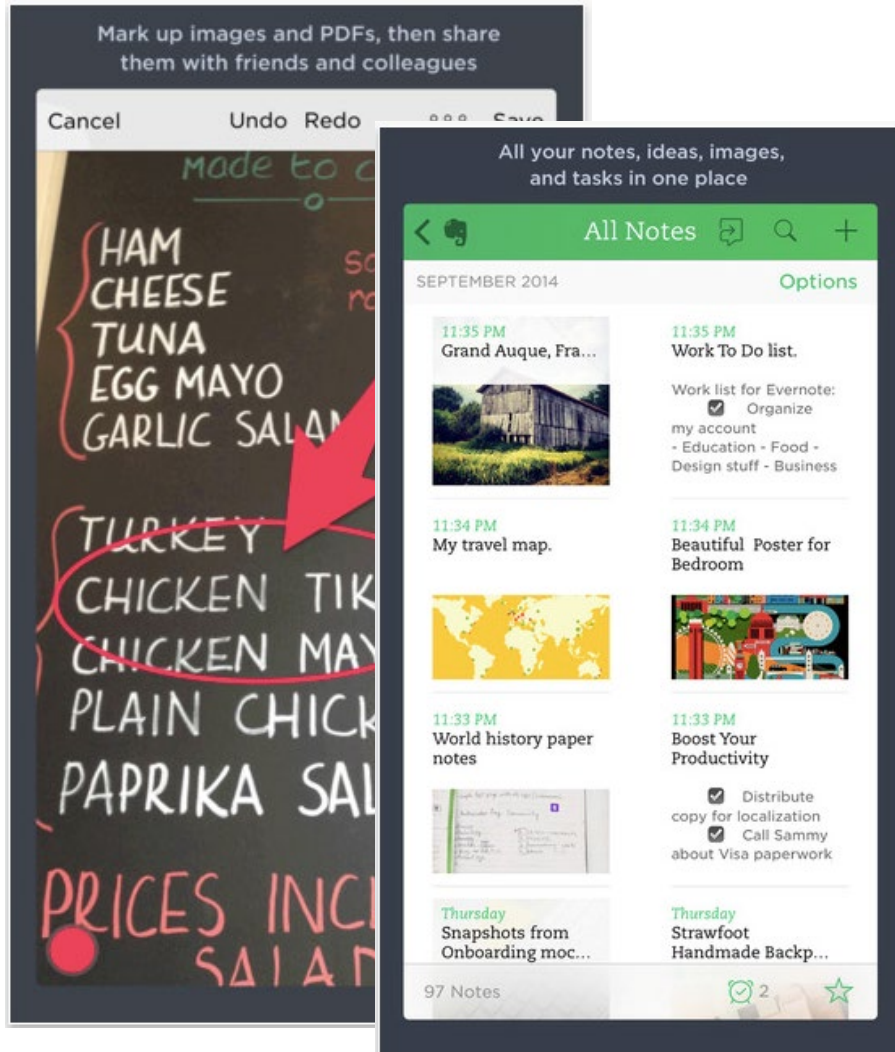
You currently have no job postings

[View all job postings](#) (including filled and closed jobs)

Contracts  So far this week **\$0.00**

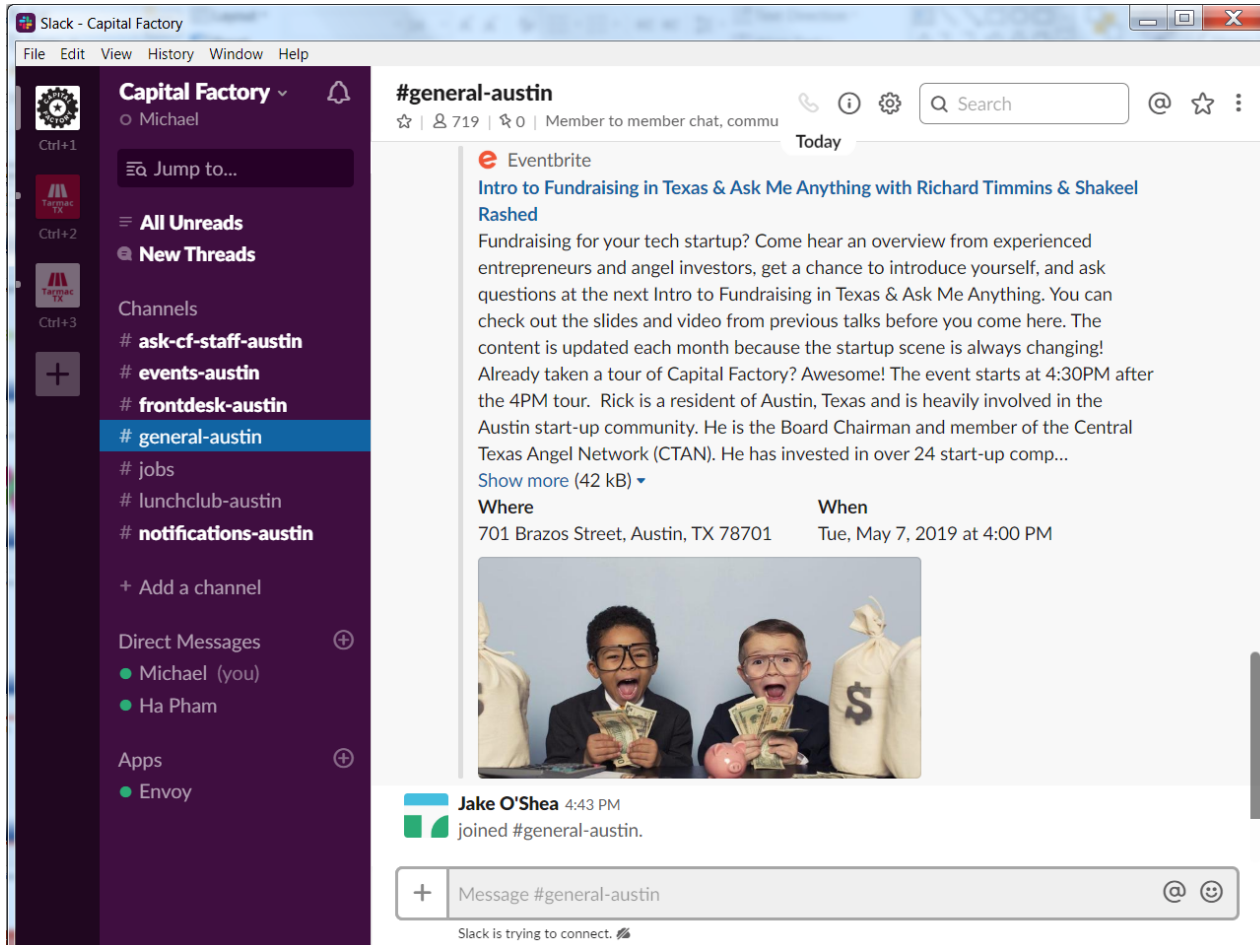
<b>Another Newsletter</b> Victoria MacKinnon Wed 3:45 PM in Canada	Completed May 12, 2016 ★★★★★ <b>Rehire</b>	Actions ▾
<b>Second Newsletter</b> Victoria MacKinnon Wed 3:45 PM in Canada	Completed Dec 9, 2015 ★★★★★ <b>Rehire</b>	Actions ▾
<b>SBOT C&amp;T Newsletter</b> Victoria MacKinnon Wed 3:45 PM in Canada	Completed Aug 21, 2015 ★★★★★ <b>Rehire</b>	Actions ▾

# Evernote



- Syncs between your devices
- Write notes, checklists
- Discuss your work with others within the app
- Attach files: docs, PDFs, pics
- PRICE: **FREE**

# Slack



## Group Communications

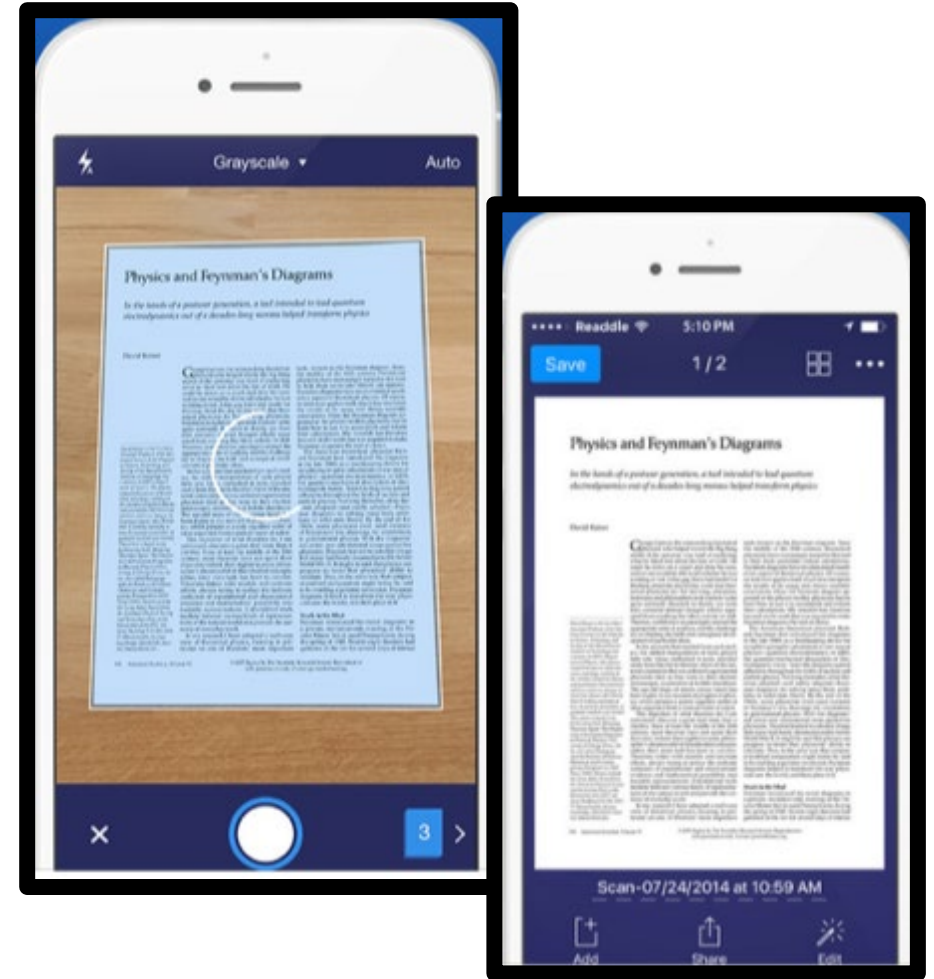
Acronym: *Searchable Log of All Communication and Knowledge*

- Free until size limits
- Great archive
- Channels

# Scanner Pro

## Great all-around scanner app

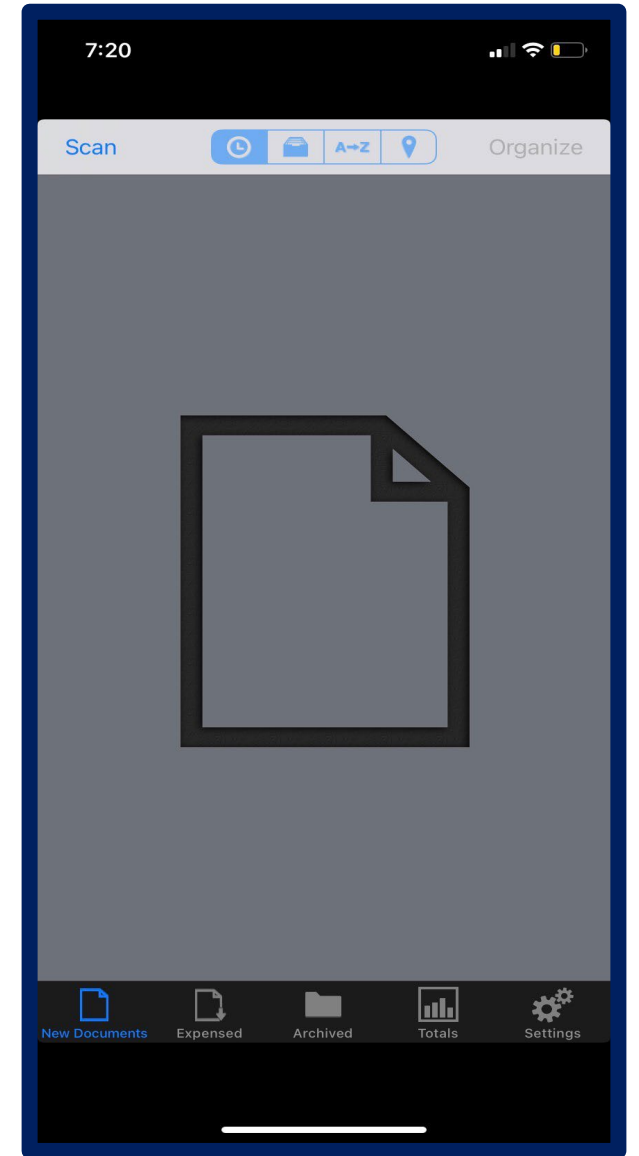
- Converts pics of documents into PDF and has OCR
- Save electronic copy of important papers
- Easily send PDFs from App to email or text
- PRICE: \$4.99



# Piikki

## Receipt Management App in iOS

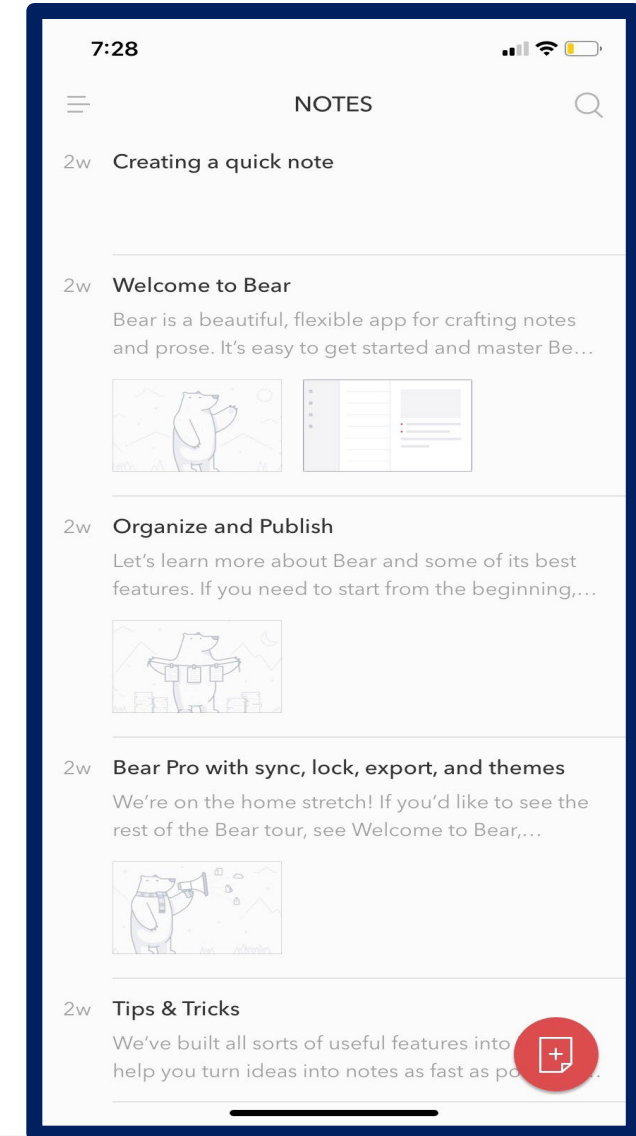
- Automatically processes to clean image
- Can save to Evernote
- Supports sharing with accountant
- Supports auto-naming based on address
- Supports receipt categories (gas, dining, travel, utilities, and so on...)



# Bear

## Note taking App for iOS and MacOS

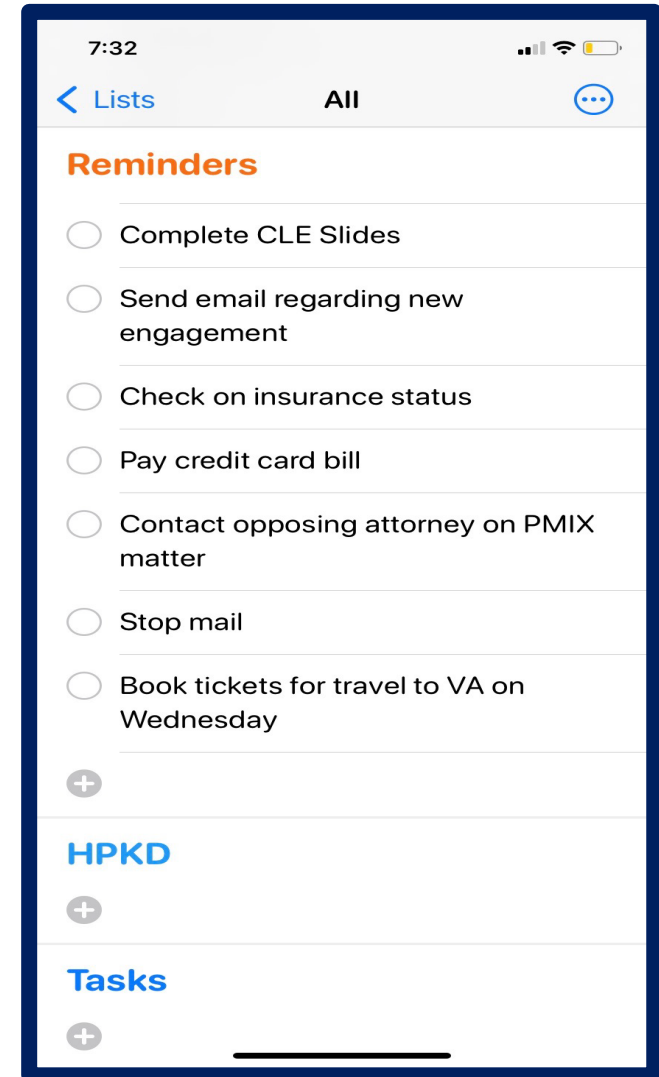
- Focus mode helps with concentration
- Advanced Markup Editor
- Smart Data Recognition of elements like links, emails, addresses, colors, etc.
- Organize using hashtags
- Easy Formatting options
- Support crosslink between different notes



# Reminders

## Built in task and reminder app on iOS devices

- Quick way to enter reminders
- Syncs across all iOS and MacOS devices
- Can create categories, work, home, etc.
- Easily managed on the move





# Genius Scan

App Store Preview

This app is available only on the App Store for iPhone and iPad.



## Genius Scan - PDF Scanner App 4+

Document OCR

The Grizzly Labs

#34 in Business

★★★★★ 4.9 • 787.9K Ratings

Free • Offers In-App Purchases

## Ratings and Reviews

See All

4.9 out of 5

787.9K Ratings



blargyish, 11/16/2020

### The Online Student's Savior

I've been in online school since the beginning of the pandemic, and this app is a lifesaver. It doesn't limit how many documents you scan like other apps, and its automatic scanning trick [more](#)



Jtpo1982, 01/30/2018

### This is the scanner app you MUST HAVE

I've been using Genius Scan for almost 2 years now, I rarely leave a review for any app, but I feel like this one deserves to be recognized. It is very easy to use, the clarity on the scanned docu [more](#)

## Screenshots iPhone iPad



- Take photo (or select from library)
- Convert to PDF
- Crop, adjust brightness, etc.
- \$9.99 One-time

Grant Scheiner



COMPUTER AND  
TECHNOLOGY  
SECTION





## signNow: e-Signature app 4+

Sign documents & PDF forms

SignNow

Designed for iPad

#93 in Productivity

★★★★★ 4.8 • 9.2K Ratings

Free - Offers In-App Purchases

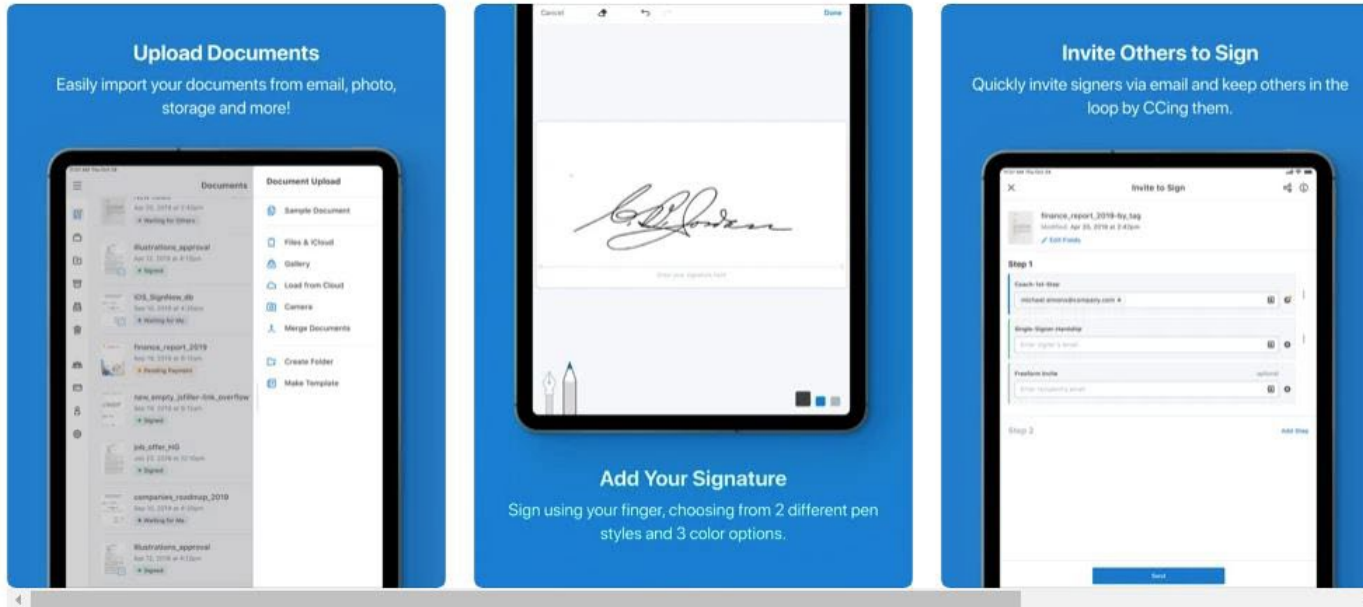
# SignNow

➤ Add signature, text, date, or stamp onto any document, form, or photo

➤ Save & share finished product

➤ Plans start \$8 per mo.

### Screenshots [iPad](#) [iPhone](#)





**Shutterstock - Stock Photos** 12+

Images, Illustrations, Vectors

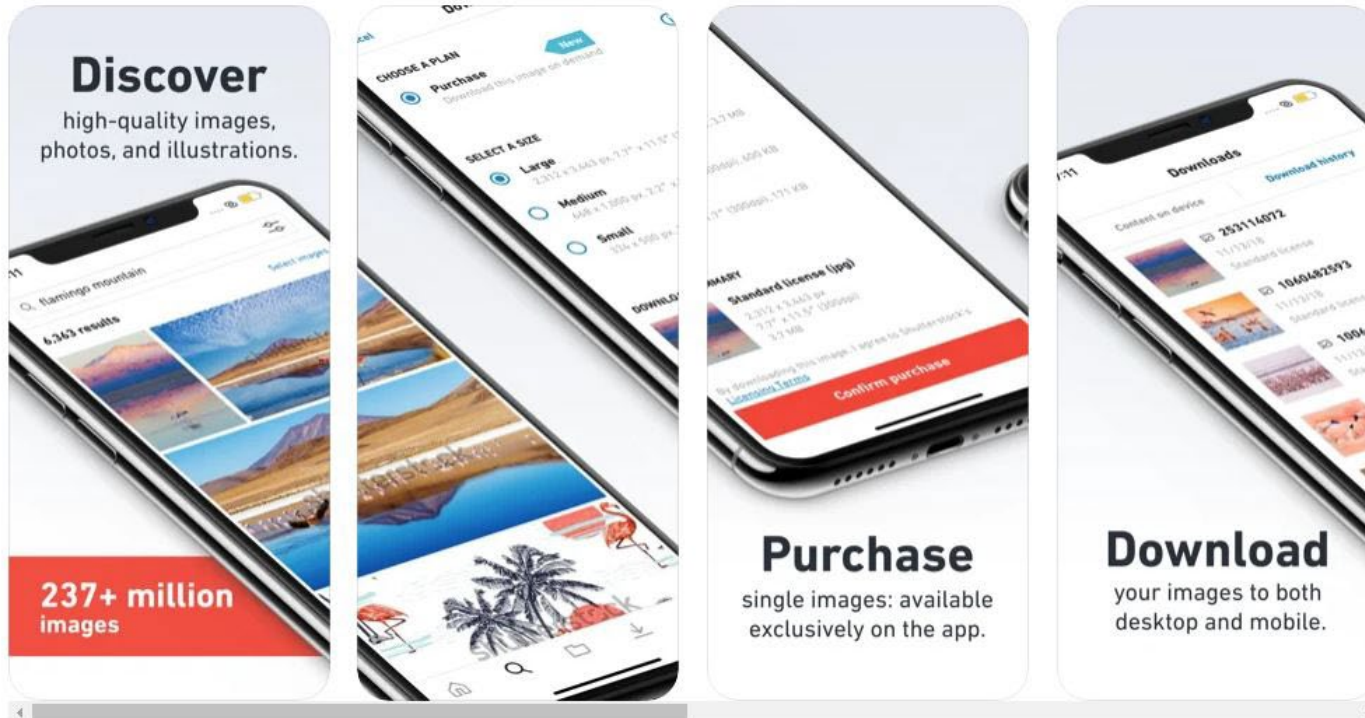
[Shutterstock Inc.](#)

★★★★★ 4.8 • 6.8K Ratings

Free · Offers In-App Purchases

# Shutterstock

Screenshots [iPhone](#) [iPad](#)



- 310 million images & 17 million videos
- High quality, professional
- Inexpensive

# Google Phishing Quiz



Luke Johnson <luke.json8000@gmail.com>  
to me

12:36 PM

Luke Johnson has shared a link to the following document:

 [2022 Department Budget.docx](#)



Hey there. Here is the doc you asked for. Let me know if you need anything else!

[Open in Docs](#)

## Free Cybersecurity Training - Practice spotting phishing emails

- <https://phishingquiz.withgoogle.com/>



# Zoom Backgrounds

## Video Conferencing

- Little arrow near video recorder, then choose virtual background
- Blur, space, beach or custom
- Also has funny filters (rabbit ears)
- Tutorial Video: Boomer to Zoomer  
<https://youtu.be/H2lajvpd1MY>



# Podcasts for Lawyers



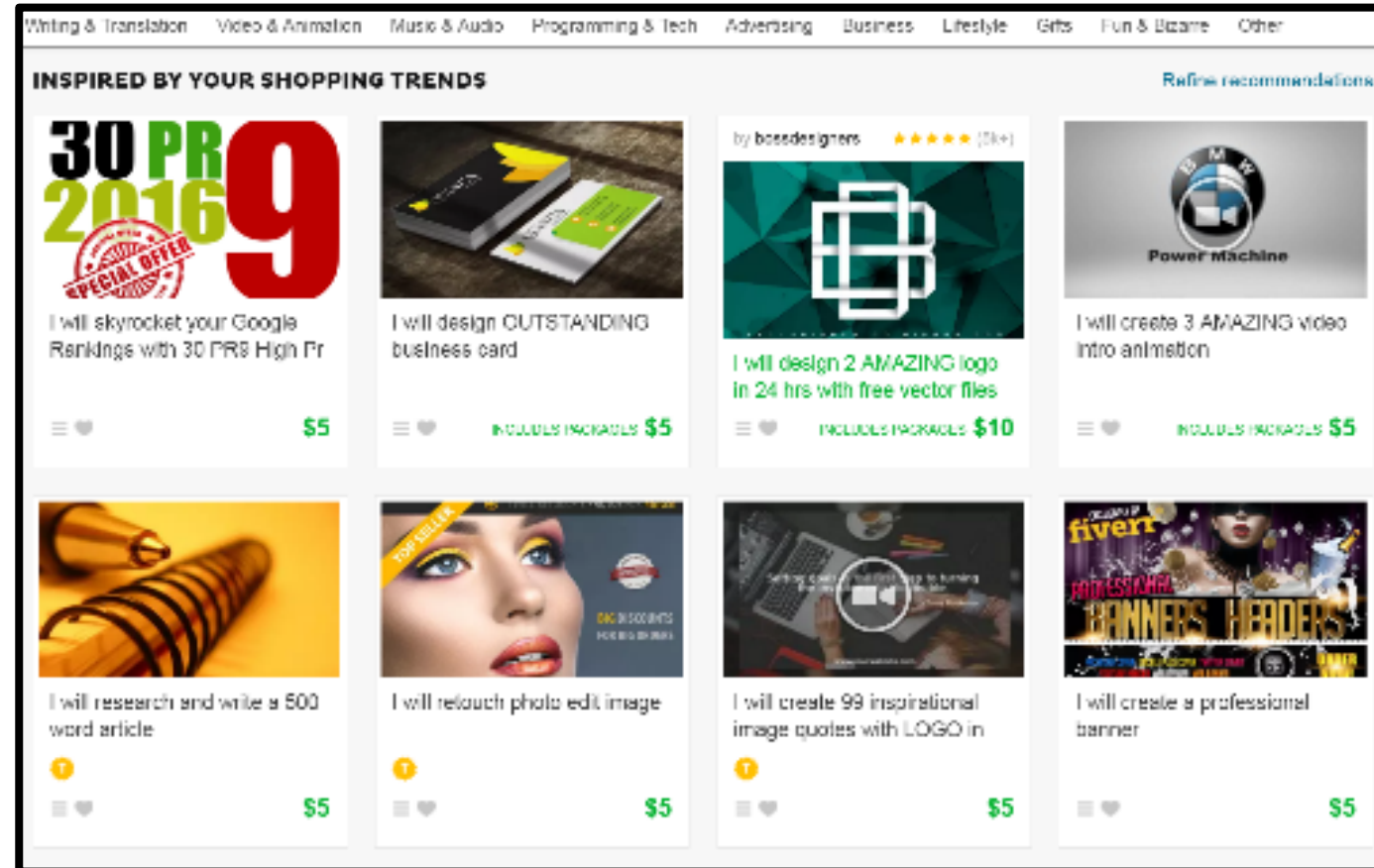
<https://www.simplelegal.com/blog/20-best-legal-podcasts>



# Fiverr

## \$5 Freelancer Market

- Often lower end workers
- Logos, research, business cards, user testing, file conversion, etc.
- Fixed pricing
- Fiverr.com



# Shortcuts

## Get things done with iOS apps

- Create personal shortcuts with multiple steps
- Create a speed dial app
- Silence phone automatically when arrive at the courthouse
- Price: \$FREE



# Goodreads

## Discovery books and share with friends

- World's largest community of readers
- See what your friends are reading
- Track your reading for the year
- Syncs to Amazon account
- Price: \$FREE





# Google Docs

## Free online document editor

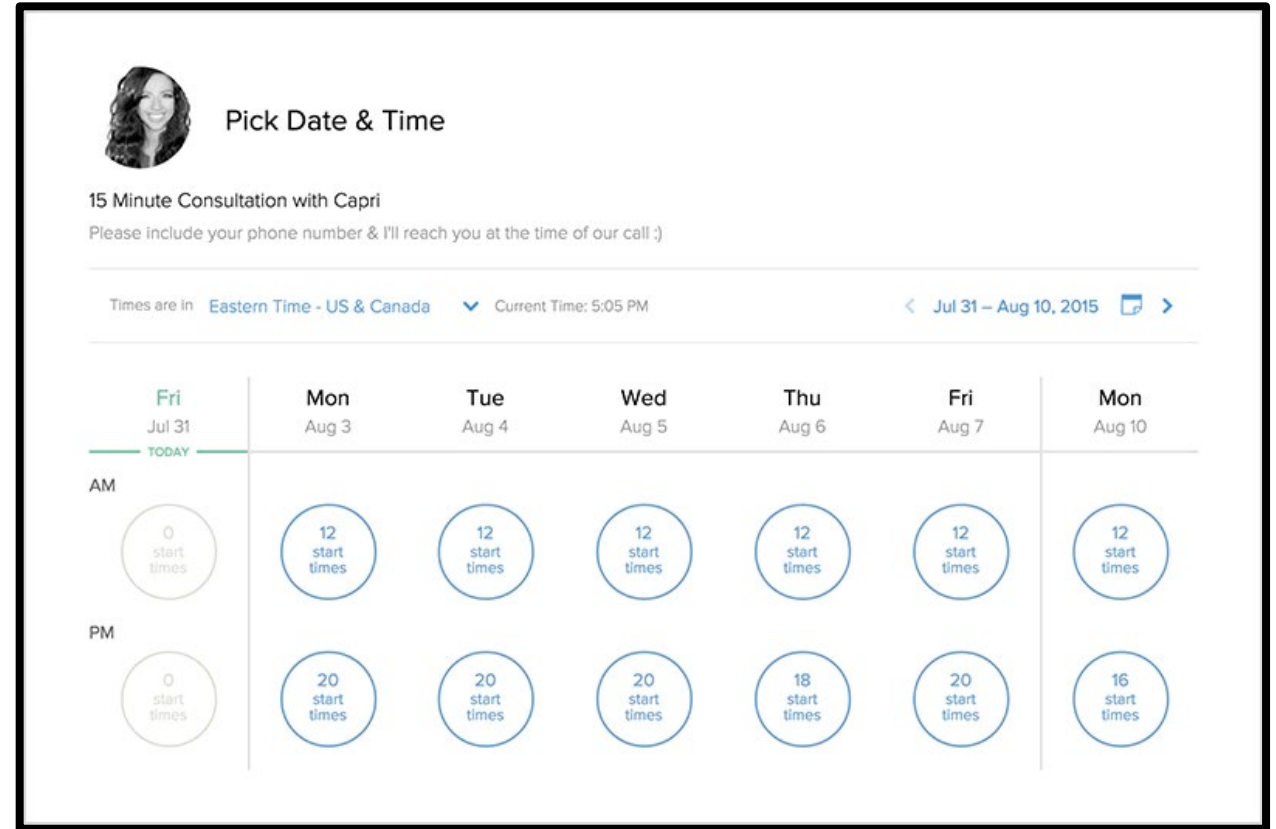
- Create and collaborate in real time from any device
- Supports comments, suggestions and action items
- Assistive features such as Smart Compose, Spelling and Grammar suggestions, Voice Typing and Translation
- Seamless connection with other Google Apps
- Can collaborate on Microsoft Documents in real time without converting



# Calendly

## Calendar Tool

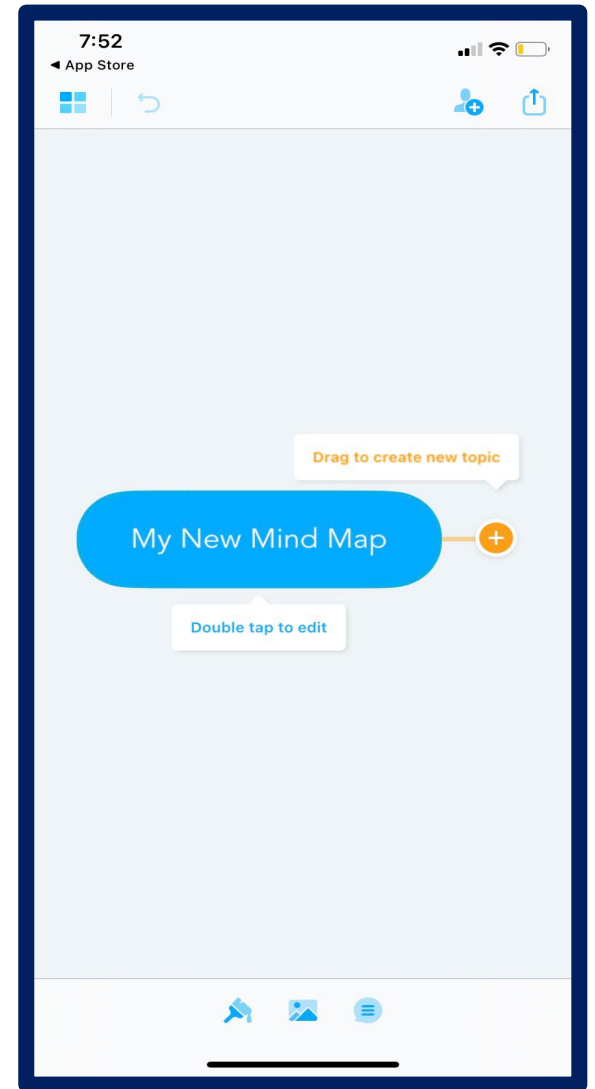
- Integrates with your calendar
- Automatically checks availability
- Allows contacts to schedule meetings on your calendar
- Sends confirmation emails



# MindMeister

## Idea Visualization Application

- Map and explore thoughts starting with the big idea
- Custom Styles, Mixed map layouts and Outline Mode
- Supports Focus Mode as well as embedded media
- Apps available for iOS and Android
- Basic free version allows 3 mind maps
- Number of paid levels available





## Google Translate 4+

Text, Photo & Voice Translator

Google LLC

#1 in Reference

★★★★★ 4.5 • 68K Ratings

Free

### Ratings and Reviews

**4.5** out of 5

68K Ratings



athilus, 01/16/2022

#### Longtime User

I've used this app for many years across many devices. It's had many wonderful improvements over the years. However, since the update giving masculine/feminine [more](#)



NickPark2018, 12/04/20

#### Cool google translator

Plz add more languages languages even the lang in case someone wants possibly and also add a



English



Spanish



ENGLISH



The prosecutor seems unhappy. He believes we are being uncooperative by requesting a detention hearing.



Camera



Conversation



Transcribe

SPANISH



El fiscal parece descontento. Él cree que no estamos cooperando al solicitar una audiencia de detención.



- 108 Languages
- Offline translation
- Instant camera translation
- Easy
- Free!





Google Voice 4+

Smarter voice calling

Google LLC

#19 in Productivity

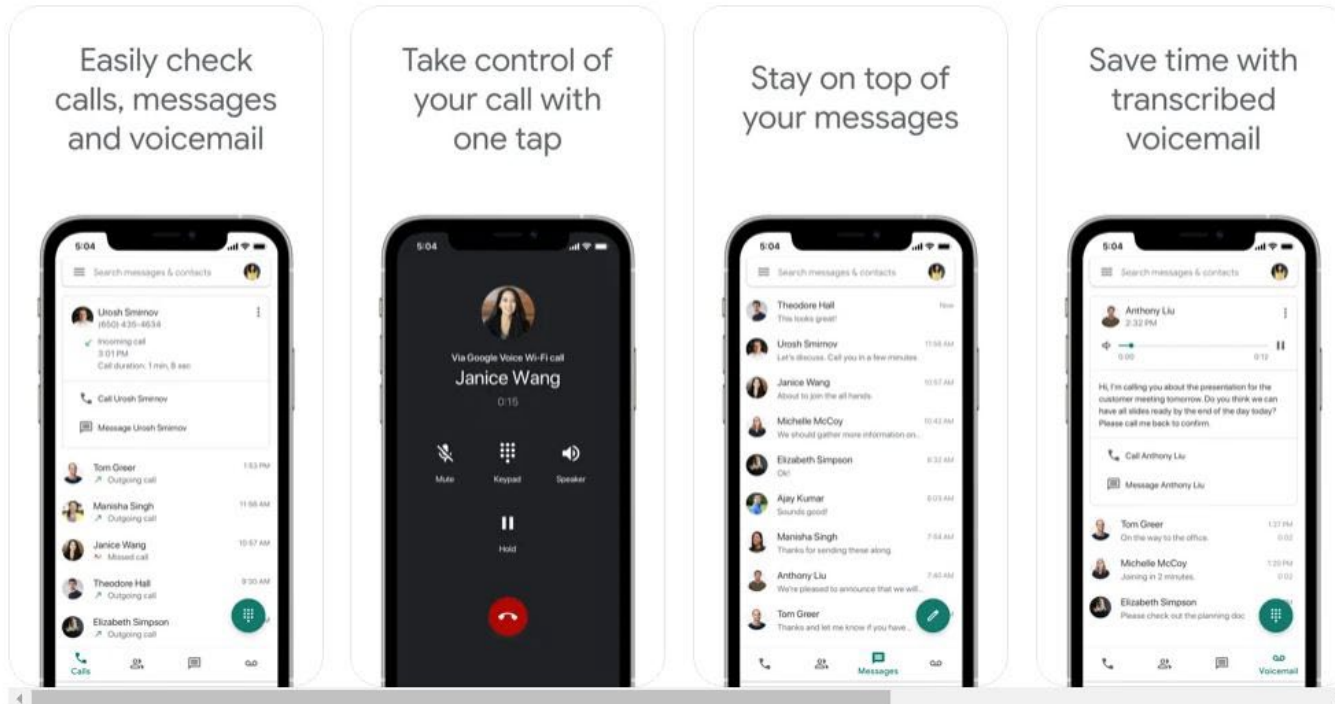
★★★★★ 4.3 • 40K Ratings

Free

# Google Voice

➤ Free local phone number

Screenshots [iPhone](#) [iPad](#)



➤ Unlimited talk & text

➤ Transcribes voice messages

➤ Saves indefinitely







## Find My Car 4+

Never forget where you parked!

Alexandre Morcos

Designed for iPhone

★★★★★ 4.7 • 1.3K Ratings

Free · Offers In-App Purchases

# Find My Car

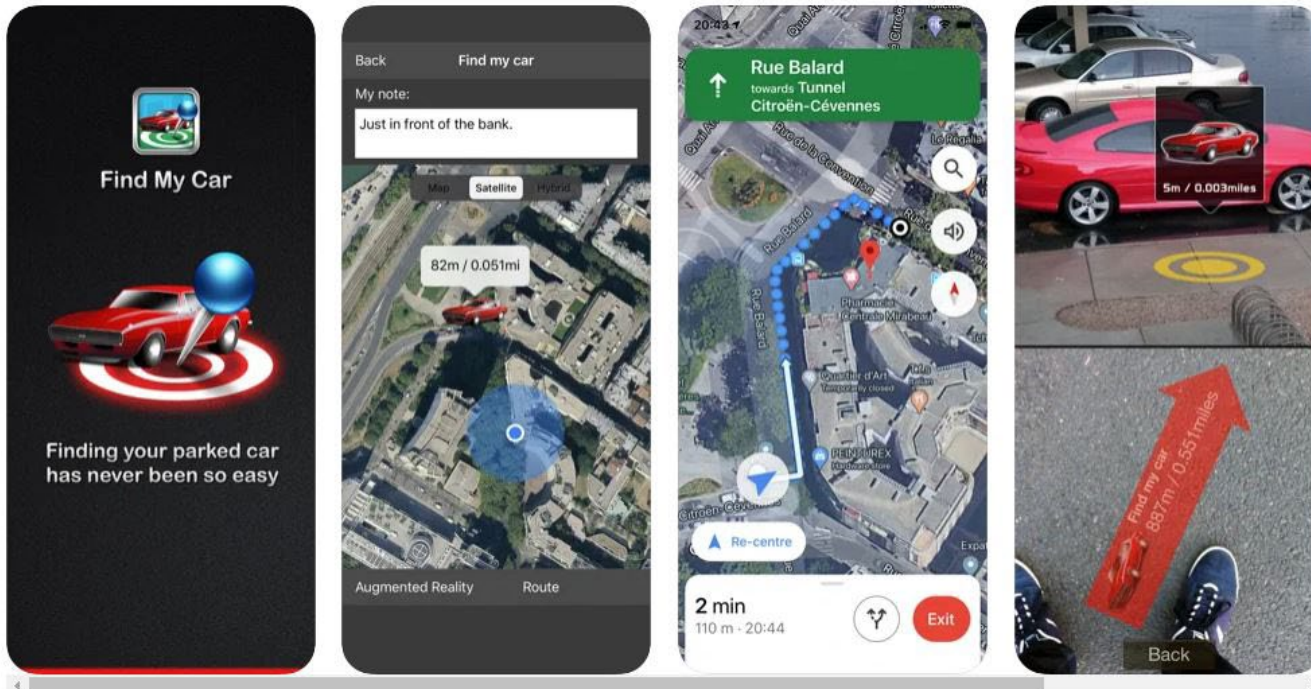
➤ Save car location

➤ Leads you back

➤ Easy

➤ Free

### iPhone Screenshots





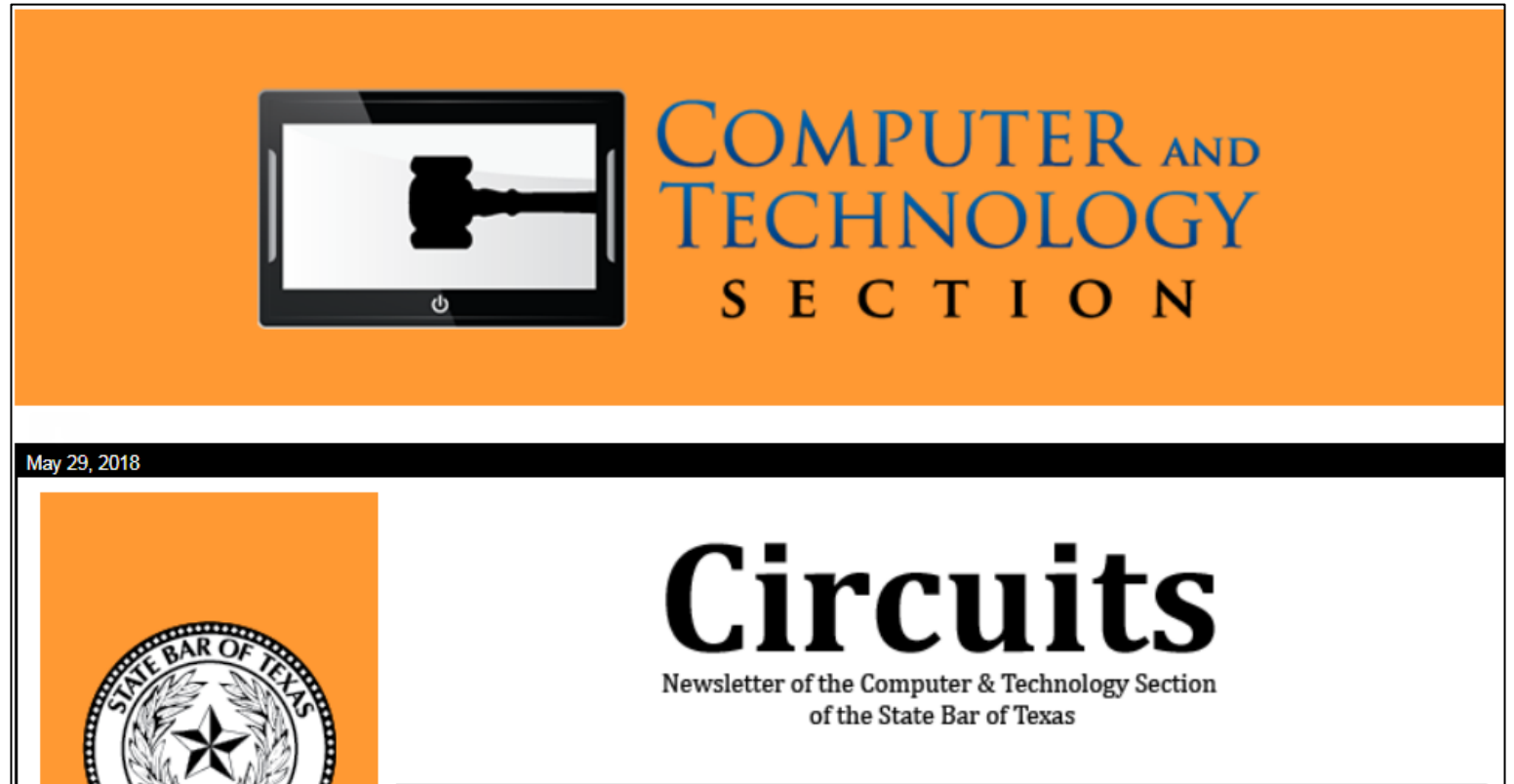
# Circuits

## Members Newsletter

Read and Learn

Be an author!

- Impress your friends
- Surprise readers
- Republish



# Google Search Syntax

Search Type	Syntax	Example
This, not that	- (hyphen)	Yahoo breach -contract
Title words	allintitle:	Allintitle: Yahoo breach
File Type	filetype:	<b>Filetype:pdf</b> cybersecurity
Proximity	AROUND(#)	Yahoo AROUND(4) breach

## Reference:

<https://support.google.com/websearch/answer/2466433?hl=en>

# Multi-factor Authentication

Up to 99.9% effective at stopping cyberattacks on compromised accounts

- Good example: *Last Pass Authenticator*
- Banks, credit cards, websites, and more



CSE Ltd.

# Greenlight

## The Money App for Families

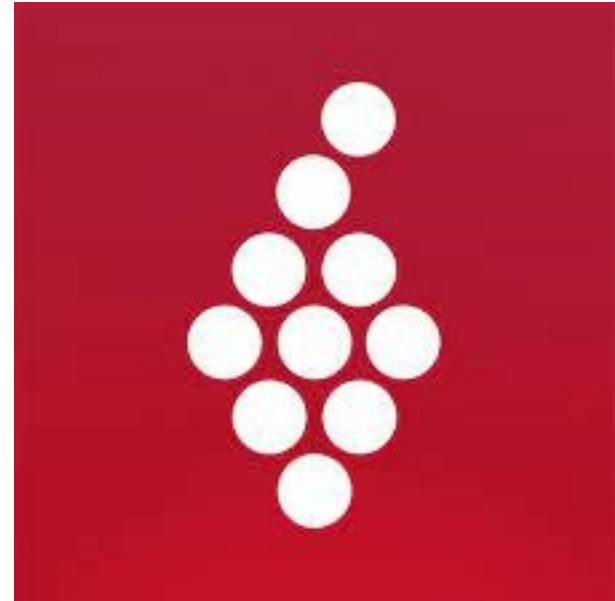
- Automate allowances
- Track kids' spending
- Teach investing
- Price: \$4.99 per month



# Vivino

## Tracks and organizes wine

- Scan and rate wine
- See average price
- See reviews while at the store
- Price: \$FREE



# Windscribe

## Virtual Private Network

- Cross platform
- Choose location
- Great for free wifi areas like coffee shops
- Price: \$49 per year

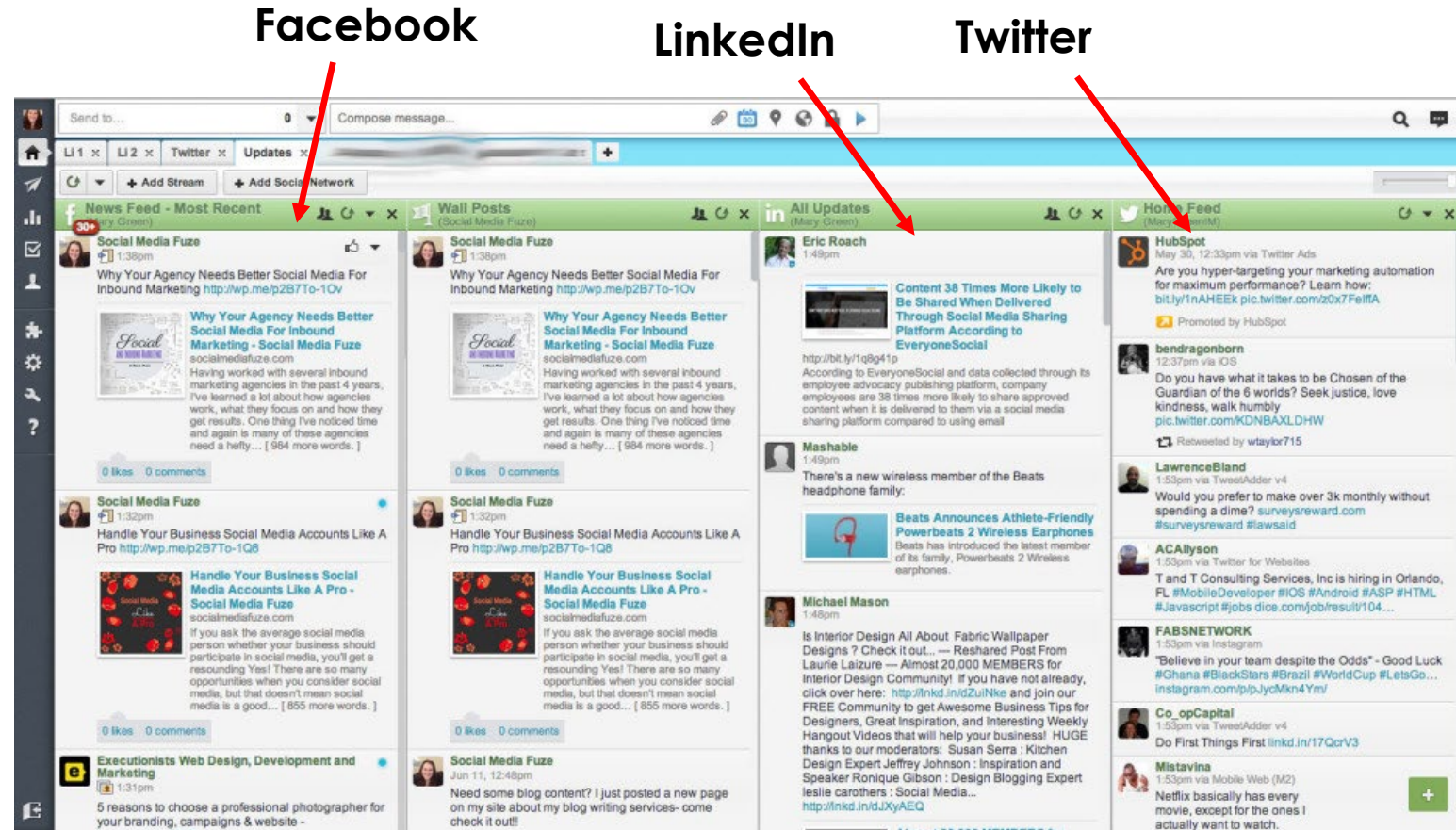




# Hootsuite

## Social Media Management Platform

- Dashboard of accounts
- Scheduling and analytics
- Conversations and keywords
- Basic free



# LastPass

## Password Manager

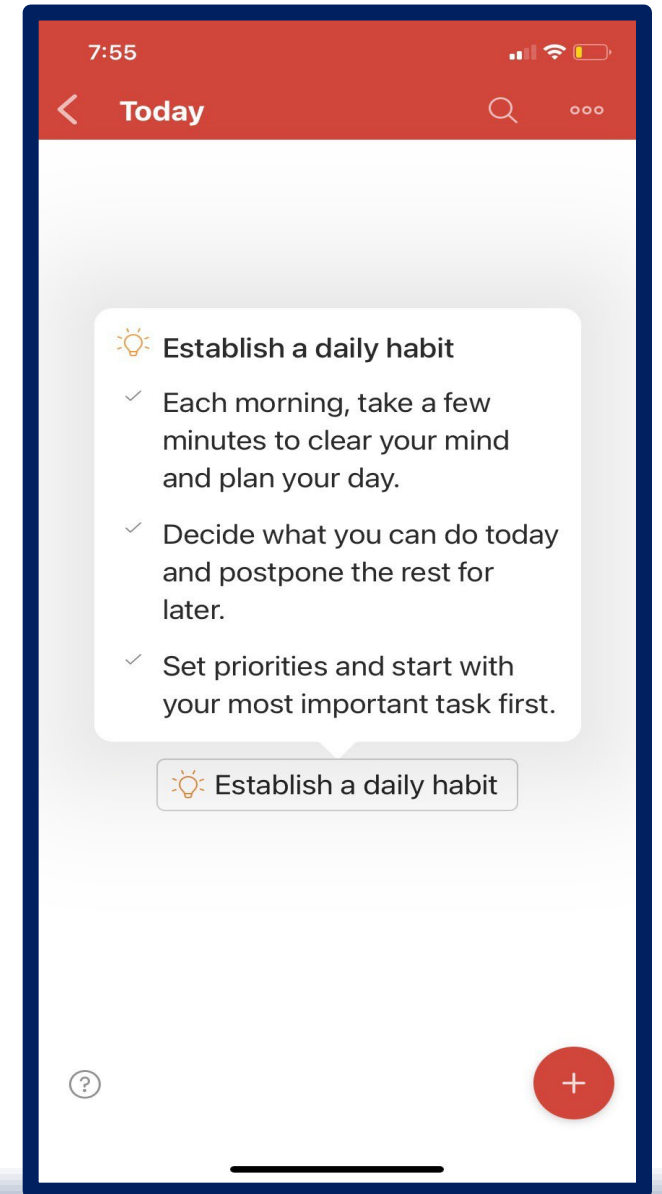
- Saves all your passwords and generates new, strong passwords
- Automatically logs you in and saves time
- Teams and enterprise versions
  - Vault for every user & shared folders
- \$3 - \$8/user/month



# ToDoist

## Planner Application

- Provides a snapshot of all tasks on your plate
- Allows for recurring tasks
- Allows prioritization, favorites and reminders
- Supports delegation, notifications and tracking
- Customize to suit your style using Boards, Labels, and Filters
- Connect to email, calendar and files

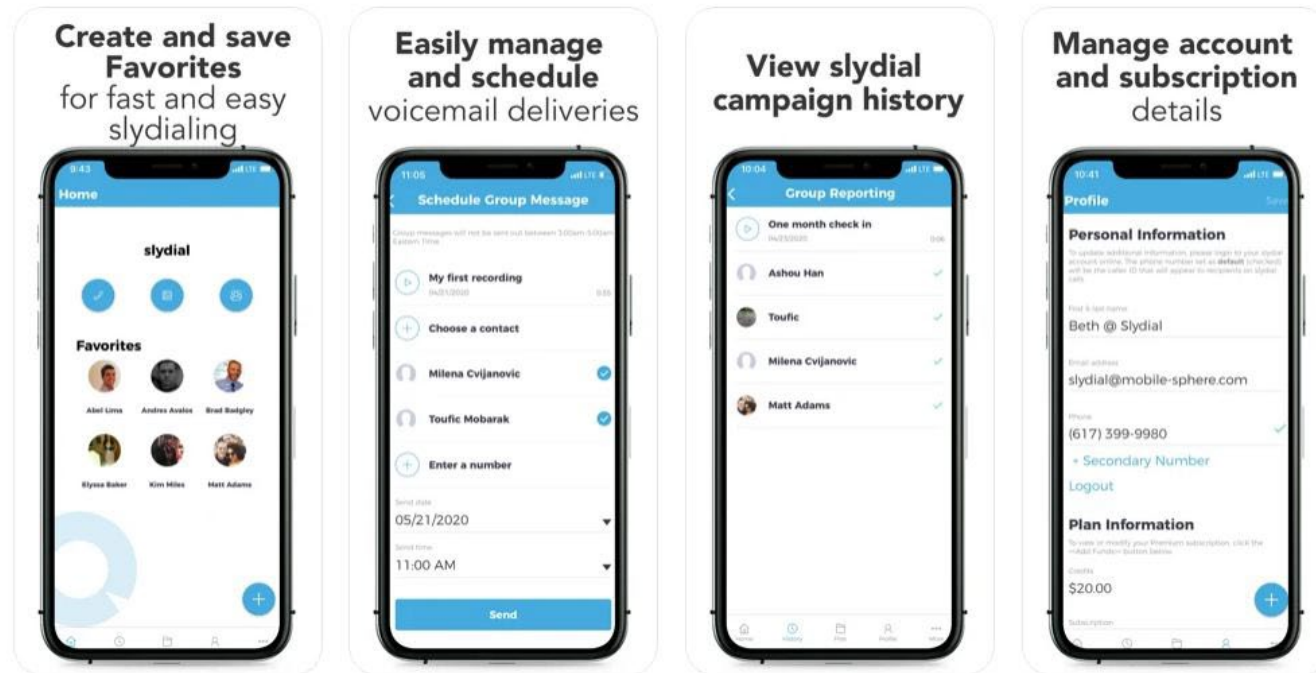




**slydial** 4+  
Personalized Ringless VM  
MobileSphere, Ltd  
Designed for iPhone  
★★★★☆ 2.2 • 26 Ratings  
Free · Offers In-App Purchases

# SlyDial

## iPhone Screenshots



➤ Dial number

➤ Listen to ad


➤ Skip to voicemail

➤ Free (*Has issues*)



# USSC.gov/guidelines

- USSG Manual
- CLE
- Podcasts
- Worksheets
- Free & mobile-optimized



The screenshot shows the website for the United States Sentencing Commission. The header includes the USSC logo and the text "UNITED STATES SENTENCING COMMISSION". A navigation menu contains "GUIDELINES", "RESEARCH", "POLICYMAKING", "EDUCATION", "ABOUT", and "BY TOPIC". The main content area features the title "2021 GUIDELINES MANUAL ANNOTATED" and a central image of the "GUIDELINES MANUAL 2021" cover. Below the image, a paragraph states: "The 2021 *Guidelines Manual*, incorporating guidelines amendments effective November 1, 2018, and earlier, is available in HTML, mobile-friendly, and PDF formats for browsing, downloading, or printing." A blue button labeled "READ THE MANUAL" is positioned at the bottom of the content area.





PhotoScan by Google Photos 4+

High res, glare-free scanner

Google LLC

#136 in Photo & Video

★★★★★ 4.8 • 58.2K Ratings

Free

# PhotoScan by Google

## iPhone Screenshots



➤ Take photos of printed photos

➤ Auto crop, rotate, & enhance

➤ Eliminates glare!

➤ Free & easy



# Private Internet Access (PIA)

## Secure VPN for \$3.33 per Month

- Use in public places – coffee shops, hotels, airports, etc.
- Encrypted and your identity is protected
- “For Safe Browsing, Always Use Protection”



# Standing Desk Converter



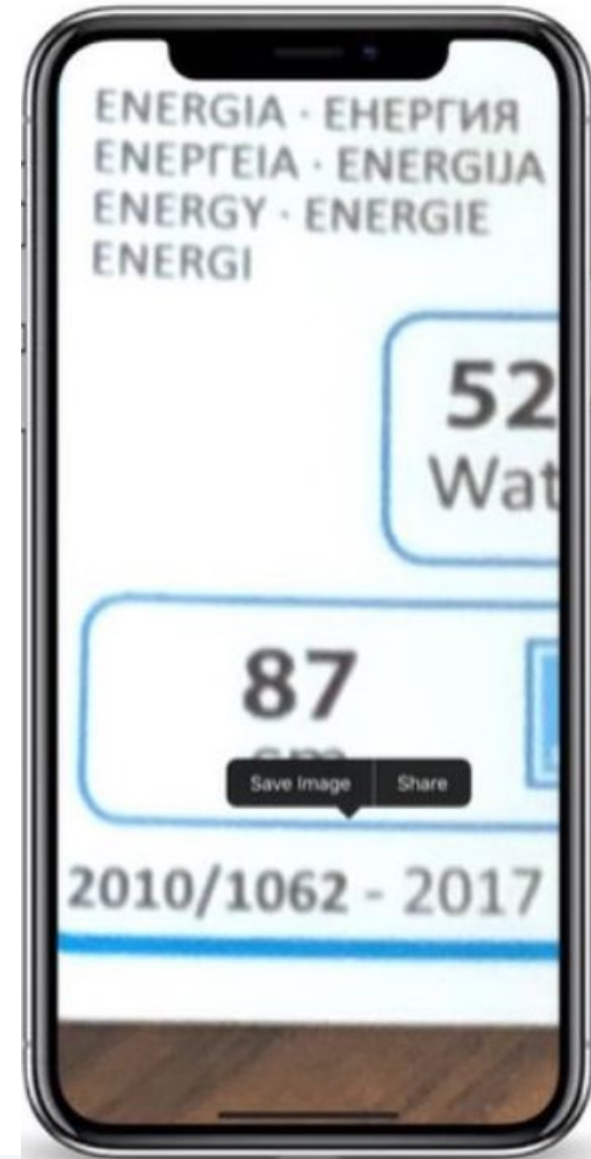
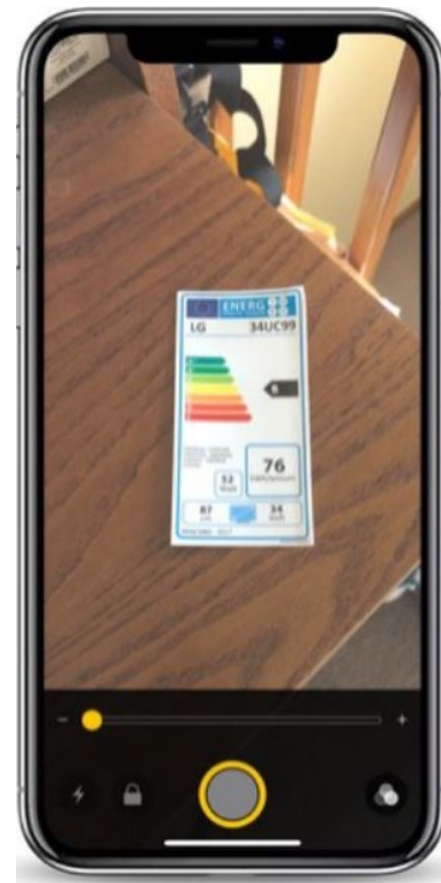
## **Improve fitness and posture**

- Flexispot and other brands
- \$99+ depending on size
- Great for sitting or standing
- Sits on top of work space

# Magnifier

## Zoom and brighten written text

- Read the legal fine print
- Slide bars to increase text size or increase light
- Menus in dark restaurants, drug labels, expiration dates, and other small or dark text
- Similar apps for Android



# Thank You!

## Section Dues: \$25.00

- Quarterly newsletter, *Circuits*
- Access to CTS App
- Discounted CLE



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