Getting started with

Laura Solomon
laura@designforthelittleguy.com
@laurasolomon

September 9, 2015 @ 12:00 pm

EVERNOTE
An Infopeople Webinar
Today’s agenda:

• Introduction
• Features and tricks
• Evernote paid plans
• Add-ons and apps
• Some sample ideas
• Questions?
INTRO
What is Evernote?
It’s available everywhere
Make the jump
Ways to intake data
Audio notes

This is a test note showing how the audio function works.
Drag file
to add it to the bottom of this note
Web Clipper

Web Clipper is a tool that allows you to save content from the web to Evernote, making it easy to organize and access information. It's particularly useful for researchers, students, and professionals who need to keep track of important information online.

Using Web Clipper is straightforward. Simply visit the website you want to save, and the tool will automatically capture the content for you. You can then add tags, notes, or even images to the clip, making it easier to find and reference later.

One of the key benefits of Web Clipper is its ability to integrate with Evernote, allowing you to easily store and access your clips. This makes it a valuable tool for anyone who needs to keep a record of important web content.
Twitter for Business: What Smart Marketers Are Doing With Twitter

By Michael Stelzner
Published February 15, 2016

Do you use Twitter to promote your business?

Want to discover how to connect with your audience and engage on Twitter?

To learn how to use Twitter for business, I interview Laura Fitton.

More About This Show

The Social Media Marketing podcast is an on-demand talk radio show from Social Media Examiner. It’s designed to help busy marketers and business owners discover what works with social media marketing.

In this episode I interview Laura Fitton, co-author of Twitter for Dummies. She’s also founded OneFifty (a Twitter app store) and now she is the Inbound Marketing Evangelist at HubSpot.

Laura and I will explore Twitter marketing.

You'll discover how to market yourself on Twitter, develop relationships using the platform and more.
Google Search

Evernote: The workspace for your life's work
https://evernote.com/ Evernote
Bring your life's work together in one digital workspace. Evernote is the place to collect inspirational ideas, write meaningful words, and move your important ...

In the news
New Outlook partner add-ins and expanded rollout of Outlook.com preview
Email to Evernote

Current monthly usage
158 KB of 60 MB. 1 days left in usage cycle.

Upgrade to Premium
Access notebooks offline, and more notes each month, and lots more.

Evernote email
lebachai.1c005@m.evernote.com

Set up PIN lock
When PIN lock is activated, a 4 digit PIN is required to browse and search notes.
Reminders

To Do for 2/17/15

LEBACHAI'S NOTEBOOK

FEBRUARY 2015

Fwd: Feis Registration Payment Confirmation - Detroit International

4:37 PM — Forwarded message —— From: <info@feisworx.com> Date: Sun, Feb 1, 2015 at 1:27 PM Subject: Feis Registration Payment Confirmation

Twitter for Business: Wh...
Filing emails

Competition Registration Receipt
@Receipts !2015/02/16 #dance

Syntax:
Title @notebook !date #tag
Merge notes

Image from http://www.pcmag.com/slideshow/story/323014/20-tips-every-evernote-user-must-know/4
Create stacks of notebooks

[Image of a screenshot from http://www.pcmag.com/slideshow/story/323014/20-tips-every-evernote-user-must-know/5 showing how to add notebooks to a stack]
Reminder about dance class @ Chagrin Falls, Ohio

Add reminders
Make a task list 

To Do for 8/15/15

- Finish Evernote presentation
- Make cookies
- Call Amy
- Sort recycling
IFTTT: Save stuff from everywhere

Send Twitter Favourites to Evernote
Tagging
Sift through notes with saved searches

https://blog.evernote.com/blog/2015/01/10/save-evernote-searches/
Note links
Anyone with this URL can now read your note. To deactivate this URL, click Stop sharing note.

SHARE URL https://www.evernote.com/shard/s16/sh/22

Stop sharing note
Work Chat
Share notebooks

- Reminders
  - Subscribe to Reminders
    - Notify when notes in this notebook are due?
      - Yes
      - No

- Add reminder to “Group Notebook Thing 6”
  - To do for 3/4/15
    - NEFLIN THING 6 - Evernote
    - NEFLIN THING 6 - Evernote
  - Note
    - Camera roll from 167 Brandy Hills Dr in Port Orange
  - 23 Things
    - "..."
  - 23 Things
  - Neflin note
  - First note for Thing 6

- Microsoft Word 2013

Elevated Privileges Training 2-20-15
Microsoft word 2013
Mail Merge
Headers/Footers
New in Word 2013:
1. The new Design tab
2. Alignment with Alignment Guides
3. Comfortable reading in Read mode
4. Smarter collaboration
5. Open and edit PDFs inside Word
6. Discoverable layout options
7. New table border tools
8. More new table features
Nested tags
More about reminders
Reminder syntax
Search tricks

1. Find all notes created in the last day:
   
   `created:day-1`

2. Find all notes containing an image created in the last 30 days:
   
   `resource:image/* created:day-30`

3. Find all notes containing encrypted text and the word "account":
   
   `account encryption:`

4. Find all notes you added using your mobile phone in the last week that contain an image:
   
   `source:mobile.* created:week-1 resource:image/*`

5. Find all notes about Evernote that are tagged with "tricks" and not tagged with "work":
   
   `tag:tricks -tag:work Evernote`

6. Find all untagged notes whose title contains "Fwd" and that came in via email (these haven't been cleaned up yet):
   
   `intitle:Fwd source:mail.smtp -tag:*`

7. Find all untagged notes created more than a month ago that are in your Inbox notebook:
   
   `notebook:Inbox -tag:* created:day-30`

https://brettkelly.org/31-evernote-tricks-for-newbies-who-want-to-be-ninjas/
EVERNOTE
PAID PLANS
<table>
<thead>
<tr>
<th>Evernote use</th>
<th>Occasional</th>
<th>Frequent</th>
<th>All the time</th>
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<tbody>
<tr>
<td>Clip from anywhere on the web</td>
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<td>Share and discuss in Evernote</td>
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<td>Sync across phones and computers</td>
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<td>Offline access to notes on mobile</td>
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<td>Add passcode lock on mobile apps</td>
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<td>Save emails into Evernote</td>
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<td>Search in Office docs &amp; attachments</td>
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<td>Turn notes into presentations</td>
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<td>Annotate attached PDFs</td>
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<td>Scan and digitize business cards</td>
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<td>View previous versions of notes</td>
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<tr>
<td>See content related to your notes</td>
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https://evernote.com/pricing/?var=1
Evernote Business
Powering team productivity.

The individual power of Evernote Premium, plus added team and admin features to get more done.

GET BUSINESS $12 PER USER / MONTH

Have 25 or more users? Contact sales

Included in Evernote Business

TEAM WORKSPACE EASY ADMINISTRATION EVERNOTE PREMIUM FEATURES

Same familiar app, built for collaboration

JOIN THE 18,000 COMPANIES ALREADY USING EVERNOTE
## Belvoir Pet Hospital - Business Card

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.N. Farkas, DVM</td>
<td>(216) 381-1100</td>
<td>(216) 381-7142</td>
</tr>
<tr>
<td>Martha C. Farkas, DVM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>J.J. Farkas, DVM</td>
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</tr>
</tbody>
</table>

**Address:**

4217 Mayfield Road South Euclid, Ohio 44121

**Office Hours:**

Mon: 8 - 7, Tues: 8 - 6
Wed: 8 - 12, Thurs: 8:30 - 6
Fri: 8 - 5, Sat: 8 - 12
Closed 12 - 2 M-Tu-Tu-Fri
Search text inside images
ADD-ONS & APPS
Evernote Market

https://www.evernote.com/market
Evernote App Center

https://appcenter.evernote.com/
What can you save?

• Business cards
• Recipes
• Code snippets
• Receipts and serial numbers
• Meeting notes
• Anything you can think of!
I've been presenting storytimes for over 15 years and have tried many systems for keeping track of my plans, rhymes, songs, books, and ideas. Binders, Word docs, notecards, file folders...all of them have worked well for awhile but nothing has been perfect. While earlier in my career what I needed most were good ways to find activities to add to my limited repertoire, now that I have more experience, what I need is a way to think of fresh combinations of the activities I love and that I know work well for me. Don't get me wrong: I still love discovering new ideas, but I also have needed better access to all the great old ideas I've stored up along the way.
Ideas for students

http://blog.evernote.com/blog/2010/12/15/10-evernote-tips-for-school-education-series/
Make travel easier
Collect recipes
Track expenses via smartphone

Screenshot from http://www.pcmag.com/slideshow/story/323014/20-tips-every-evernote-user-must-know/10
More ideas from library folks

• “For taking notes in meetings, annotating articles/PDFs, keeping medical records, recipes, receipts, software licenses... “

• “For lots of things! Like a queue for library website slides where staff can check progress on their requests. “

• “So notes, transparency, communication, info-sharing, and more. Evernote is almost a second OS to me. “

• “On phone, tablet & PC. For quick idea notes & also longer blog posts/articles. Easy to search through content too. “
And more ideas from library folks…

• “I use it for meeting notes that I need to move to my Work Computer for later analysis. Beats emailing them to yourself. “
• “Storing & searching PDFs, sharing with committees”
• “Home Delivery, I use it to keep requests from my patrons, author likes.. “
• “Everything from meeting notes, own literature review notes and even players positions for daughters soccer team “
Questions?

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www.meanlaura.com