

— **TRADIE** —  
*Bookkeeping*  
★ SOLUTIONS ★

The Corona Outbreak has forced us into a new way of business. There are so many products out there, these will help you get started.

WORK FROM HOME CHECKLIST:

PROPOSALS

- Practice Ignition - Paid (Includes DD Facility)
- PandaDoc - Paid
- DocHub - Free and Paid
- Adobe Sign - Paid
- Docusign - Free and Paid

COMMUNICATION:

- ZOOM - Free and Paid - Video and Voice
- Viber - Free and Paid - Group Chat and Calls
- Whats App - Free and Paid - Group Chat and Calls
- Slack - Free and Paid - Group Chat
- Google hangouts - Free - Need a google account
- Skype - Free and Paid
- Go to Meetings - Paid

PROJECT + TASK + MANAGEMENT

- Asana - Free and Paid
- Trello - Free and Paid
- Basecamp - Free and Paid

FILES + DOCUMENT MANAGEMENT

- Drop Box - Free and Paid
- Google Drive - Free and Paid
- Ms Office One Drive - Free and Paid
- Box - Free and Paid

<https://tradiebookkeepingsolutions.com.au/>

**Tradie Bookkeeping Solutions**  
Work From Home Apps Checklist