Great FREE Software

Open Source
- Source code available to all
- Modify it the way you like
- Share with others

Cross Platform
- Windows
- Linux
- Apple
- Android
- Etc . . .

Virtual Box

Run different operating system(s) within your existing operating system

Virtual Box Operating Systems

Virtual Box runs in:

- Windows

- Linux

- Mac OS X

These operating systems can run in Virtual Box:

Windows 3.1 and later, Linux, Solaris, BSD, IBM OS/2, Mac OS X, DOS, Netware, L4, QNX, JRokitVE and Other/Unknown . . .

Note: You must supply your own copy of the 'guest' operating system

Web Browsers

Chrome

Windows
Linux
OS X
Android
IOS

Firefox

Windows
Linux
Android
IOS

Opera

Windows
Linux
Mac
Android
IOS

Thunderbird
Email Client

Keep ALL your email in one place

Thunderbird
Email Client

- Similar to MS Outlook, but doesn't cost $110

- Stores email on your computer. (should have a regular backup plan)

- Multilevel email storage (folders, sub folders, sub sub folders, . . .)

- Has setup for each email provider

- Keep ALL your email, and email addresses, in one place

- Uniform display and options, regardless of email provider

- Free email providers include: AOL, Google, Yahoo!, your ISP, and others

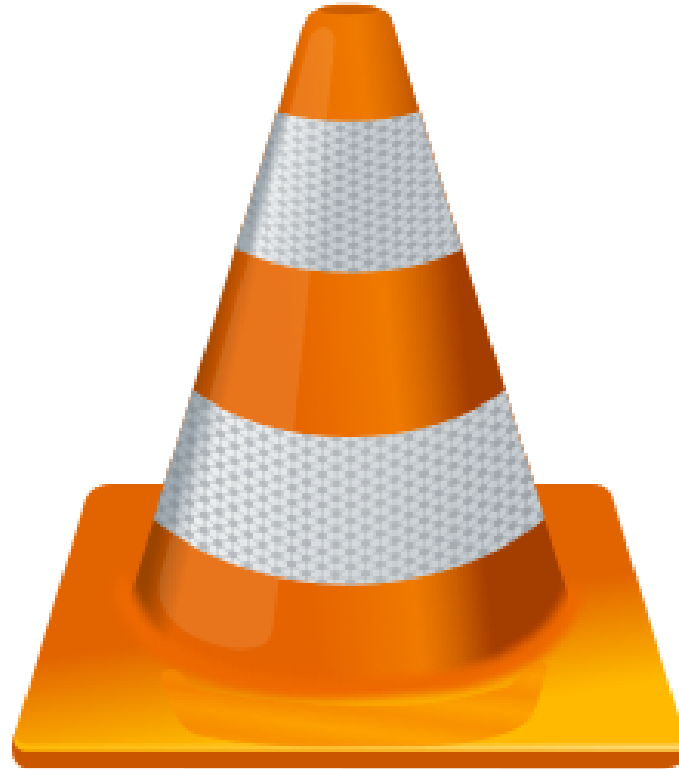- Cross platform: Windows, Linux, OS X

LibreOffice

- Word processor
- Spreadsheet
- Presentation
- Graphics
- Data Base (and data base front end)
- Formula editor

MS Office viewers

- MS Word

- MS Excel

- MS PowerPoint

VLC Media Player

Play audio or video in all formats

VLC Media Player

Plays all formats

Video files:
MPEG-1/2, DivX® (1/2/3/4/5/6), MPEG-4 ASP, XviD, 3ivX D4, H.261, H.263 / H.263i, H.264 / MPEG-4 AVC, Cinepak, Theora, Dirac / VC-2, MJPEG (A/B), WMV 1/2, WMV 3 / WMV-9 / VC-1, Sorenson 1/3, DV, On2 VP3/VP5/VP6, Indeo Video v3 (IV32), Real Video (1/2/3/4).

Audio files:
MPEG Layer 1/2, MP3 - MPEG Layer 3, AAC - MPEG-4 part3, Vorbis, AC3 - A/52, E-AC-3, MLP / TrueHD>3, DTS, WMA 1/2, WMA 3, FLAC, ALAC, Speex, Musepack / MPC, ATRAC 3, Wavpack, Mod, TrueAudio, APE, Real Audio, Alaw/µlaw, AMR (3GPP), MIDI, LPCM, ADPCM, QCELP, DV Audio, QDM2/QDMC, MACE.

Audio/Video media:
DVD, Text files (MicroDVD, SubRIP, SubViewer, SSA1-5, SAMI, VPlayer), Closed captions, Vobsub, Universal Subtitle Format (USF), SVCD / CVD, DVB, OGM, CMML, Kate.
ID3 tags, APEv2, Vorbis comment.

Belarc Advisor

Outputs extensive hardware and software information
about your computer. (Windows only)

Use this BEFORE you computer crashes, then save
the output to external storage.

Scribus
Desktop Publisher

Open source. For Windows, Linux, Mac OS x,
and others. Similar to MS Publisher, but without
the $110 price tag.

KeePass
Create and store passwords

KeePass
Classic & Professional
Mostly for Windows

KeePassX
Mostly for Linux

"Professional" edition is free, just like the "Classic" edition.
I have no clue why they call it "Professional"

PDF Readers

Foxit Reader

Nitro Reader

Edit form fields, sign documents

GIMP
GNU Image Manipulation Program

Very powerful graphics tool,
similar to Photoshop

Alternative To . . .

Great place to find alternatives to applications you like,
for most operating systems.
alternativeTo.net

Paperless Office

- Converting to electronic documents

- Document storage

- Signing and Faxing documents

Convert: Paper to Electronic format

Fujitsu iX500
Cost: about $450

J.J.'s Testimonial

I purchased the Fujitsu ix500 ScanSnap Document Scanner a few year ago after already owning a previous model.

This scanner creates searchable PDF files in color and gray scale at up to 25 double-sided pages per minute.

The reason I upgraded to the ix500 was because of the ability to scan wireless to my phone or tablet as well as to my computer via USB. I'm also able to scan to my cloud accounts.

Over to past couple of years, I've been able to reduce a 4-draw file cabinet with over 40 years of documents down to a portable hard drive which is also backed up on my home cloud drive which gives me instant access to 40 years of data.

Anything that comes across my office desk that I feel worth saving is now scanned and saved. Every thing from product manuals, purchase receipts and tax information.

There are other scanner like this out there and I've looked at some especially the one called Neat, which I didn't care for the pro-prietary software. Because of Fujitsu scanners, I also needed to update to a heavy duty paper shredder as I down size my paper filing system to electronic PDFs.

As I said, I upgraded to the ix500 but I still use the older model in my smaller office in the basement were I have my web computer setup, and I can still upload scanned files to my home server and cloud drive.

Another scanner you might want to mention is the hand-held ViewPoint Magic Wand. Robin and I both purchase one of these scanners several years ago and they are great little portable scanner that you can carry with you. I like the ability to scan pages out of a magazine or book.

TTFN

J.J.

VuPoint Magic Wand

Cost: about $50

Document Storage

- Backup to another computer
- Cloud backup (Dropbox, Google, MEGA, Amazon, etc.)
- Friend / relative house
- Safe deposit box
- External drives

Signing Documents

- Create a paper signature

- Convert to electronic format (scan, photo)

- Open signature file with GIMP or equiva-
  lent.

- Make background transparent, saving the
  new image as PNG, GIF, or TIFF file.

Signing Documents

- Open PDF Reader

- Open unsigned document

- Select electronic signature file

- Place and size signature

- Date signature as required

- Print to PDF file

Faxing Documents

- Pick an on-line Faxing service, like HelloFax, eFax, or other

- Upload and Fax document