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opportunities available to organize various aspects of your business and personal live. We asked members of the CPA Practice Advisor audience and family to share some of their f

Gail Perry • Apr. 17, 2015



Who doesn't want to be better organized? With today's apps, there are lots of

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focus of all my research, storage, and organization. It's the way I'm going almost paperless. Don't know what I'd do without it."

Shane Pickett, CPA, tax supervisor at Provo, Utah-based Hawkins Cloward & Simister, is a fan of [Feedly](#), the app where you can read your favorite newspapers, magazines, and blogs. "Feedly app organizes the flow of news and information I'm interested in. With a swipe or touch, I can easily read, share, and mark 'to read later' all within the app," Pickett explained. Futurist Rebecca Ryan adds, "Does anyone do RSS feeds anymore? Feedly is my feeding tube."

Angie Grissom, owner and president of The Rainmaker Companies, recommends the project management app [Basecamp](#). "I set up projects for work and invite others to be a part of it. It's a great way to share files, have discussions, collaborate on documents, assign tasks, and check due dates. Basecamp is accessible at anytime from anywhere. I also use it to coordinate our kid's sports schedules and our travel. I can create various to do lists and then mark off items as I complete them."

Jim Boomer, CIO of Boomer Consulting, Inc., stays organized with [Clear](#), the to-do and reminders app. "It's a simple app to create and manage all kinds of lists. From to-do's to grocery lists, this app has helped me to limit the number of paper lists I'm managing." Boomer also likes Key Ring. "The number of rewards and customer loyalty cards that were in my wallet and on my keychain had exploded to the point I couldn't take it and went looking for a solution. Key Ring was the answer and I've now consolidated all these cards on my smart phone along with bar codes that can be scanned directly at checkout."

John Higgins, strategic technology advisor for CPA Crossings, LLC, recommends [OneNote](#). The note taking organization tool is accessible across all devices. "The direct integration with MS Office lets me link appointment details, contact records,

and email messages directly into a meeting note page. The organization model for

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