**MANAGEMENT SYSTEMS**

**Google Drive:**

Google Drive is a file storage and synchronization service developed by Google. Launched on April 24, 2012, Google Drive allows users to store files in the cloud (on Google's servers), synchronize files across devices, and share files. In addition to a web interface, Google Drive offers apps with offline capabilities for Windows and macOS computers, and Android and iOS smartphones

**DropBox:**

**Dropbox** is the secure, flexible workspace trusted by over 500,000 teams to keep their most important data protected. Team management made simple With new**Dropbox** admin features , offers [cloud storage](https://en.wikipedia.org/wiki/Cloud_storage), [file synchronization](https://en.wikipedia.org/wiki/File_synchronization), [personal cloud](https://en.wikipedia.org/wiki/Personal_cloud), and [client](https://en.wikipedia.org/wiki/Client_(computing)) software.

**One Drive:**

OneDrive (formerly SkyDrive) is a [file hosting service](https://en.wikipedia.org/wiki/File_hosting_service) operated by [Microsoft](https://en.wikipedia.org/wiki/Microsoft). First launched in August 2007, it enables registered users to share and synchronize their files. OneDrive also works as the storage [backend](https://en.wikipedia.org/wiki/Frontend_and_backend) of the [web version of Microsoft Office](https://en.wikipedia.org/wiki/Office_Online).

**Google Doc:**

Google Docs is an online word processor included as part of the free, web-based Google Docs Editors suite offered by Google, which also includes: Google Sheets, Google Slides, Google Drawings, Google Forms, Google Sites

**Management Systems:**

In its most basic sense, a management system is how organizations ensure things get done. If your organization holds regular staff meetings, those are part of its management system. If you have reminders to yourself on post-it notes strewn about your desk, those are part of your management system.

**Git Hub:**

is a provider of [Internet hosting](https://en.wikipedia.org/wiki/Internet_hosting_service) for [software development](https://en.wikipedia.org/wiki/Software_development) and [version control](https://en.wikipedia.org/wiki/Version_control) using [Git](https://en.wikipedia.org/wiki/Git" \o "Git). It offers the [distributed version control](https://en.wikipedia.org/wiki/Distributed_version_control) and [source code management](https://en.wikipedia.org/wiki/Source_code_management) (SCM) functionality of Git, plus its own features. It provides [access control](https://en.wikipedia.org/wiki/Access_control) and several collaboration features such as [bug tracking](https://en.wikipedia.org/wiki/Bug_tracking_system), [feature](https://en.wikipedia.org/wiki/Software_feature) requests, [task management](https://en.wikipedia.org/wiki/Task_management), [continuous integration](https://en.wikipedia.org/wiki/Continuous_integration), and [wikis](https://en.wikipedia.org/wiki/Wiki) for every project

**Lucid Chart**

Lucidchart is the intelligent diagramming application that empowers teams to clarify complexity, align their insights, and build the future—faster. With this intuitive, cloud-based solution, everyone can work visually and collaborate in real time while building flowcharts, mockups, UML diagrams, and more.

**Inkscape**

Inkscape is a [free and open-source](https://en.wikipedia.org/wiki/Free_and_open-source_software) [vector graphics editor](https://en.wikipedia.org/wiki/Vector_graphics_editor) used to create [vector images](https://en.wikipedia.org/wiki/Vector_images), primarily in [Scalable Vector Graphics](https://en.wikipedia.org/wiki/Scalable_Vector_Graphics) (SVG) format. Other formats can be imported and exported. Inkscape is a Free and open source [vector graphics editor](http://en.wikipedia.org/wiki/Comparison_of_vector_graphics_editors) for GNU/Linux, Windows and MacOS X. It offers a rich set of features and is widely used for both artistic and technical illustrations such as cartoons, clip art, logos, typography.

**Graphics**

Graphics are pertaining to drawing, painting, writing, etc.') are visual images or designs on some surface, such as a wall, canvas, screen, paper, or stone, to inform, illustrate, or entertain. In contemporary usage, it includes a pictorial representation of data, as in design and manufacture, in typesetting and the graphic arts, and in educational and recreational software. Images that are generated by a computer are called computer graphics

**Power Points:**

PowerPoint is Microsoft’s widely-used presentation or slideshow software. Millions of people use this powerful software in presentations in any setting, no matter how big or small the venue. With PowerPoint on your PC, Mac, or mobile device, you can: Create presentations from scratch or a template. Add text, images, art, and videos. Select a professional design with PowerPoint Designer.

**Network Connection**

Network Connections is the most commonly used Control Panel applet for network administrators. From there you can view and manage all your wired / wireless adapters in one place.

**Mobile Device**

a piece of portable electronic equipment that can connect to the internet, especially a smartphone or tablet computer. Mobile device is a general term for any handheld computer or smartphone. The term is interchangeable with 'handheld,' 'handheld device,' and 'handheld computer.' Tablets, e-readers, smartphones, PDAs and portable music players with smart capabilities are all mobile devices

**Camera**

A **camera** is an [optical](https://en.wikipedia.org/wiki/Optics) instrument that captures a visual [image](https://en.wikipedia.org/wiki/Image). At a basic level, cameras consist of sealed boxes (the camera body), with a small hole (the [aperture](https://en.wikipedia.org/wiki/Aperture)) that allows [light](https://en.wikipedia.org/wiki/Light) through to capture an image on a light-sensitive surface (usually a [digital sensor](https://en.wikipedia.org/wiki/Image_sensor) or [photographic film](https://en.wikipedia.org/wiki/Photographic_film)). Cameras have various mechanisms to control how the light falls onto the light-sensitive surface. [Lenses](https://en.wikipedia.org/wiki/Lens) focus the light entering the camera.

**Microphone**

A microphone, colloquially called a mic or mike, is a transducer that converts sound into an electrical signal. Microphones are used in many applications such as telephones, hearing aids, public address systems for concert halls and public events, motion picture production, live and recorded audio engineering, sound recording, two-way radios, megaphones, and radio and television broadcasting