

# File share

Good

Bad

Dropbox	easy	2 GB free limit, no service agreement
Plone	has webdav	little use
WebDAV		little use, hard on many platforms
iFolder		not stable
box.net	easy	Limited file space

Casual: dropbox

Working group: not clear -- maybe plone, maybe webdav

Needs: Access control but not heavy-handed. Maybe need to control the stack. Self hosted dropbox would be ideal.

**Plone** is a free and open source content management system built on top of the Zope application server. In principle, Plone can be used for any kind of website, including blogs, internet sites, webshops and internal websites. It is also well positioned to be used as a document publishing system and groupware collaboration tool. The strengths of Plone are its flexible and adaptable workflow, very good security, extensibility, high usability and flexibility.

# Large group video -- people at home institutions

Good

Bad

Marratech	Bridges polycom, phones, degrades gracefully, good audio, shared whiteboard. Self hosted	Bought by google and not for sale anymore
Don't do it if > skype size		
EVO	Available, video recording	No bridging (can't do polycom to telephone). Some setup
Big Blue Button	Simpler interface	No video recording. No polycom bridging
Wimba		Just bought by blackboard

Recommendation: Telephone (if some have bad connections) or EVO (video is good for some intro, esp. pre-first meeting)

Needs: Better solution, esp. if latency with even just one slow user. Need good audio. So maybe telephone only

# One or few remote participants

Good

Bad

Skype (audio) + Adobe Connect (video)		Audio flaky in Adobe Connect
Polycom bridge in	If bad access	
Marratech		
Skype	Easy to set up	

Recommendation: Highly context dependent - how much lead time, do they have a headset.

For audio out, ClearOne Acumic. Noise-canceling mics from ceiling.

Needs: Audio from remote participant may be bad.

# Few to few

	Good	Bad
Skype		
Tango		
Google Voice		

Recommendation: Skype

Needs: Microsoft to not mess it up.

# Screen sharing

	Good	Bad
Mikogo	Free	
EVO	Free. Can connect to skype and thus iOS and Android	Limited to certain size
Adobe Connect		Have to pay
WebEx		No linux

Recommendation: no consensus

Needs:

# Text-based knowledge base

Good

Bad

Wiki		Big technical barrier
Plone		
Dropbox		
Wiggio		

Recommendation: Ease of use is paramount. Need easy editing

Needs: Look at emerging technologies.

# Shared spreadsheet

	Good	Bad
Google Docs		
Sharepoint		Works only if everyone is on Windows

Recommendation: Google docs. Some will demand Excel.

Needs:



# Data aggregation

	Good	Bad
Plone formgen	Can rapidly make restrictions on fields (number only)	Do post-aggregation elsewhere
Rightfield (Excel plugin)	Can restrict entries	Excel required

Recommendation:

Needs:

# Collaborative doc editing

	Good	Bad
Google docs		

Recommendation: Google docs

Needs:

# Relational DB

	Good	Bad
Postgres		
MySQL		

Recommendation: Postgres

Needs:

# Source code

	Good	Bad
SVN		
CVS		
Git		
Mercurial		

Recommendation: Git or mercurial

Needs:

## Larger issues

- Easy of use
- Lack of user resistance
- Offline use (so they can do it on the plane)
- Some already have their communication network (email, phone) and won't change
- Need to tailor for groups
- User accounts are a pain: OpenID, LDAP, etc.  
User IDs are forgotten, email addresses change.

## Other key tools

- Custom Django
- Relational DB
- Rails