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TOOLS

Duke University -- software licensed for use by students, faculty, and staff
- **Box** (file management & sharing) - https://oit.duke.edu/what-we-do/applications/duke-box
- **MeisterTask Pro** (project management) - https://software.duke.edu/node/456
- **MindMeister** (project planning, idea generation) - https://software.duke.edu/node/453
- **Office 365** (communication & calendaring, file-sharing) - https://oit.duke.edu/what-we-do/applications/office-365
- **Open Science Framework** (project & file management, publication tool) - https://osf.io/institutions/duke/

Project Management
- **Asana** - https://asana.com/
- **Basecamp** - https://basecamp.com/
- **Trello** - https://trello.com/
- **Wrike** - https://www.wrike.com
- **Zoho Projects** - https://www.zoho.com/projects/

File Management
- **Google Drive** - https://drive.google.com/
- **Dropbox** - https://www.dropbox.com/

Communication
- **Skype** - https://www.skype.com/en/
- **Slack** - https://slack.com/