Evernote Information

What is Evernote?

Basically, it's a note taking program. You can put all your notes in one place rather than keeping a bunch of notebooks or creating a bunch of sticky notes. You can take notes in a variety of ways:

- Typing
- Recording audio
- Web clipping
- Capture images/photos
- E-mailing ($)

It also allows you to organize your notes and tag them so that you can find them more efficiently.

You can access via a web page, or application (IOS, Android, Mac, Windows).

Evernote is available for free. However, not all features area available in the free version. See the plan comparison for what is included with the free program vs. the plus and premium. You can sign up for free at http://www.evernote.com

Organizing in Evernote

Notes – these are the basic building blocks of Evernote. You create notes to document information.

Notebooks – Notes can be organized into Notebooks. You can place as many notes in a Notebook as you want to.

Stacks – If you have several similar notebooks you can put them together in a stack.

Tags – descriptive words added to the notes. These are used to be able to quickly search for notes.

Evernote In Genealogy

Evernote is not a standalone genealogy program. However, it can help you in keeping track of and organizing your research.

Research Notes – You can create notes about each person you're researching in Evernote and then transfer to your personal database as needed. These are useful for when you are visiting an archive and might only have your smart phone/tablet available for taking notes. You're able to do that in Evernote.

Research Checklists – you can create templates that you can use as checklists to make sure you are exhaustively researching each ancestor. These can be very helpful as reminders for what resources to access for your research as well.

To do Items – You can easily create to do items in Evernote. This is great when you come across items for other people during your research and need to create a to do item to go back and access later. You can set alerts on notes for reminders later.

Evernote for Everything Else

In addition to being used to help with your genealogy research. Evernote can also be used to keep track of a variety of other notes. If you purchase something online, you can use the web clipping feature to keep a copy of it as a note. Tagging your notes can help easily access them later.

  Travel Notes – keep track of flights, hotel reservations, car rentals.
  Receipts – scan in receipts to organize them. Web clip online receipts.
  Repository Information – keep track of hours and requirements
  Ideas – have that spark of inspiration? Write it down in Evernote.
  Knowledge – learn something in class? Use Evernote to write it down to refer to later.

Plan Comparison

Basic (Free)	Plus ($34.99/yr)	Premium ($59.99/yr)
60 MB upload per month	1GB upload per month	10 GB upload per month
Sync across 2 devices	Sync across all devices	Sync across all devices
Stay organized across platforms	Stay organized across platforms	Stay organized across platforms
Clip web pages & images	Clip web pages & images	Clip web pages & images
Search for text in images	Search for text in images	Search for text in images
Share & discuss notes	Share & discuss notes	Share & discuss notes
Add passcode lock on mobile devices	Add passcode lock on mobile devices	Add passcode lock on mobile devices
	Access notebooks offline	Access notebooks offline
	Forward e-mails to Evernote	Forward e-mails to Evernote
	Customer support via e-mail	Customer support via e-mail
		Customer support via live chat
		Search for text in PDFs
		Search for text in Office docs
		Annotate PDFs
		Scan & digitize business cards
		Present notes in one click
		Browse note history
		See related notes & content

Resources
  Templates - http://www.cyndislist.com/evernote
  Training
    Search YouTube for genealogy and Evernote
    Evernote training: https://help.evernote.com/hc/en-us
  Forums - https://discussion.evernote.com/