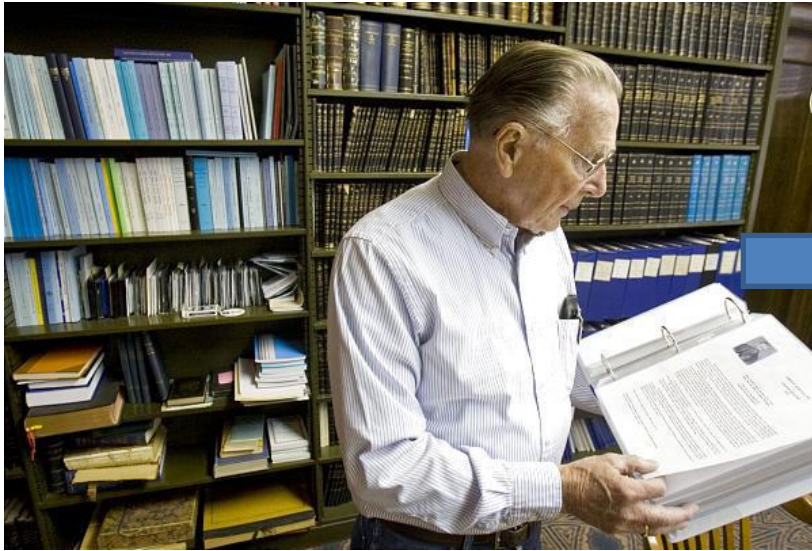


Remembering Everything Using **Evernote**



by Bob Ringo

What is **Evernote**?

- **Evernote** is a notebook container.
- **Evernote** is a note-taking and a note-filing system.
- **Evernote** holds multiple notes within multiple notebooks.
- **Evernote** is a container for every scrap of paper, every note, and every digital scrap of paper that you save, putting them all in one convenient place.



...what is **Evernote**?

- **Evernote** syncs all of your information across the web, your computer, and all of your mobile devices so that your notes go with you everywhere.
- **Evernote** makes all of your files searchable, even within an image.
- **Evernote** can be described as an “everything bucket.”



. . .what is **Evernote**?

- In short: where you have piles of notes, piles of printouts, and piles of paper on your desk, on your computer, in your notebooks, and in your filing cabinets, you can now put all of these things into one searchable software application—**Evernote**.



Types of **Evernote** Notes

- Text notes.
- Handwritten notes.
- Digital images.
- Photos,
- Audio files, and
- PDF files.



Things You Can Store in **Evernote**

Type of Note

- Research notes.
- Research logs.
- To-do lists.
- Checklists.
- Post-it notes.
- Web site clippings
- Screen shots.
- Bookmarks.
- E-mail messages.

Type of Note

- Scanned images.
- Photos.
- Business cards.
- Receipts.
- Recipes.
- Seminar notes.
- Webinar notes.
- Reminder notes.
- Travel notes.





Introduction to Evernote



Evernote Introduction

Installing **Evernote** on the Desktop

Remember everything.



Capture anything.

Save your ideas, things you like, things you hear, and things you see.



Access anywhere.

Evernote works with nearly every computer, phone and mobile device out there.



Find things fast.

Search by keyword, tag or even printed and handwritten text inside images.



Get Evernote — It's Free

[Get Evernote](#)

Choose **Evernote** Platform(s)



PRODUCTS ▾

BLOGS ▾

THE TRUNK

- Web Sign In
- Create Account
- Go Premium

Evernote

Evernote makes it easy to remember things big and small from your everyday life using your computer, phone, tablet and the web.

Get Evernote for Windows ▾



Works with Evernote Business



Evernote Platforms



For Mobile Devices



iPad, iPhone, iPod Touch



Android



Blackberry



Windows Phone



WebOS (via App Catalog)



For Computers



Mac OS X



Windows Desktop



Windows 8 (Touch)



Safari



Chrome



Firefox

Remember You Must Install **Evernote** on All of Your Computers



One Account. . .Many Computers

Create an Evernote Account



Create an Evernote Account

Evernote helps you remember everything across all the computers, phones and tablets you use.



Capture anything

Save your ideas, tasks, projects, files, research, and more.



Access anywhere

Evernote makes all of your memories available anywhere you go.



Find everything fast

Search by keyword, tag, and even find text inside images.

Create an Account

or [Sign in](#)

Email address

Email address is a required field.

Username

Password

By clicking Register, I agree to the [Terms of Service](#) and [Privacy Policy](#).

Register

Definitions Used in **Evernote**

Note : A single item stored in **Evernote**.

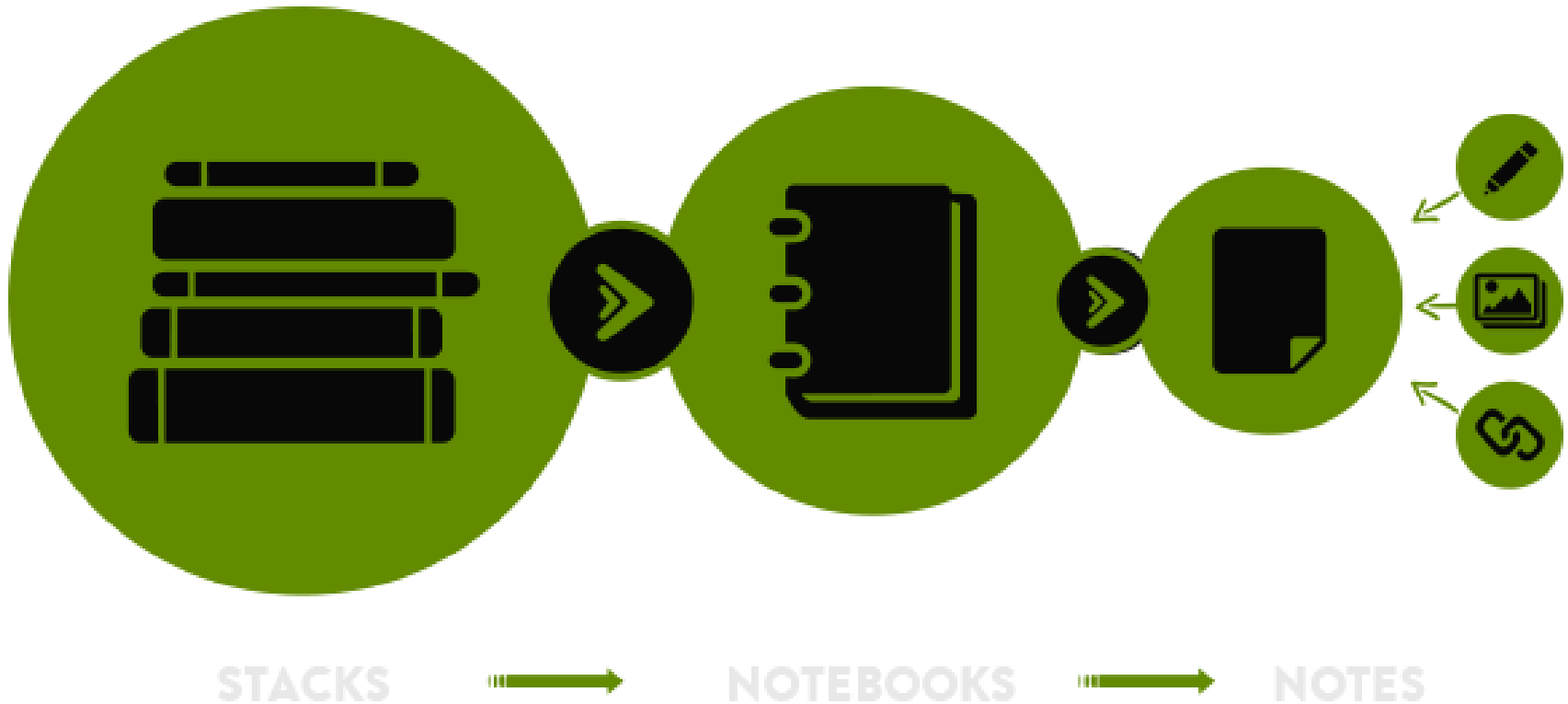
Notebook : A container for notes.

Sync : The process by which your **Evernote** notes are kept up to date across all of your computers, phones, devices and the Web.

Account : A username and password that allows **Evernote** to identify your notes and make them available to you anywhere.



Notes. . .Notebooks. . .Stacks



Creating a Notebook

- **Choose File, New Notebook.**
- **Type a name for the Notebook.**



Creating a Basic Text Note

(1) Click on
New Note

The screenshot shows the Evernote web interface. A large blue arrow points from the 'New Note' button in the top toolbar to the 'Evernote Note' title field. Another blue arrow points from the 'Enter Title of Note' text to the same title field. A third blue arrow points from the 'Type Note' text to the main text area of the note editor, which contains the text 'This is an Evernote note'.

Evernote Note

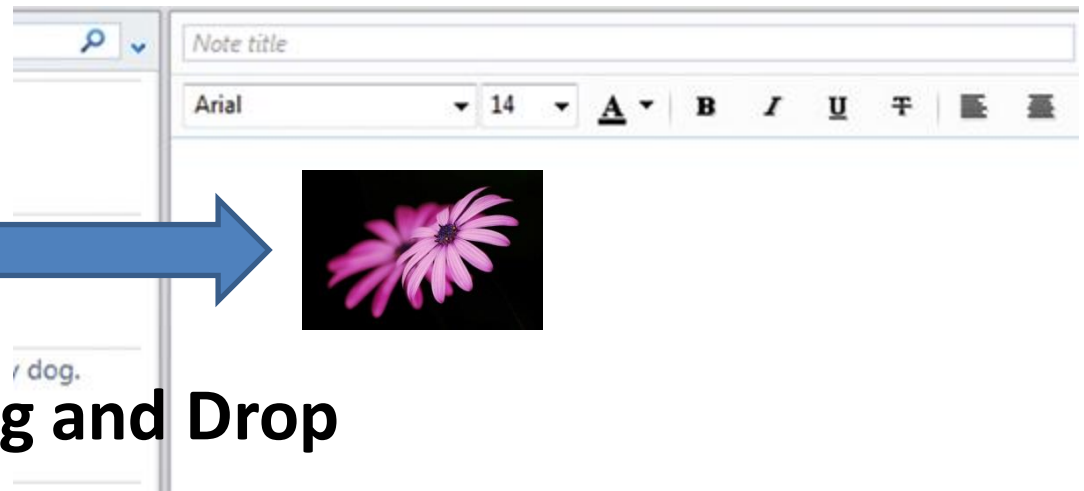
Click to set source url... Click to add tag...

Tahoma 10

This is an Evernote note

Adding an Image to a Note

- Just click and drag an image into the body of a new Note.
- You also can drag and drop an image into an existing Note.



Drag and Drop

Tags

Tags are keywords that are attached to Notes to help describe their contents.

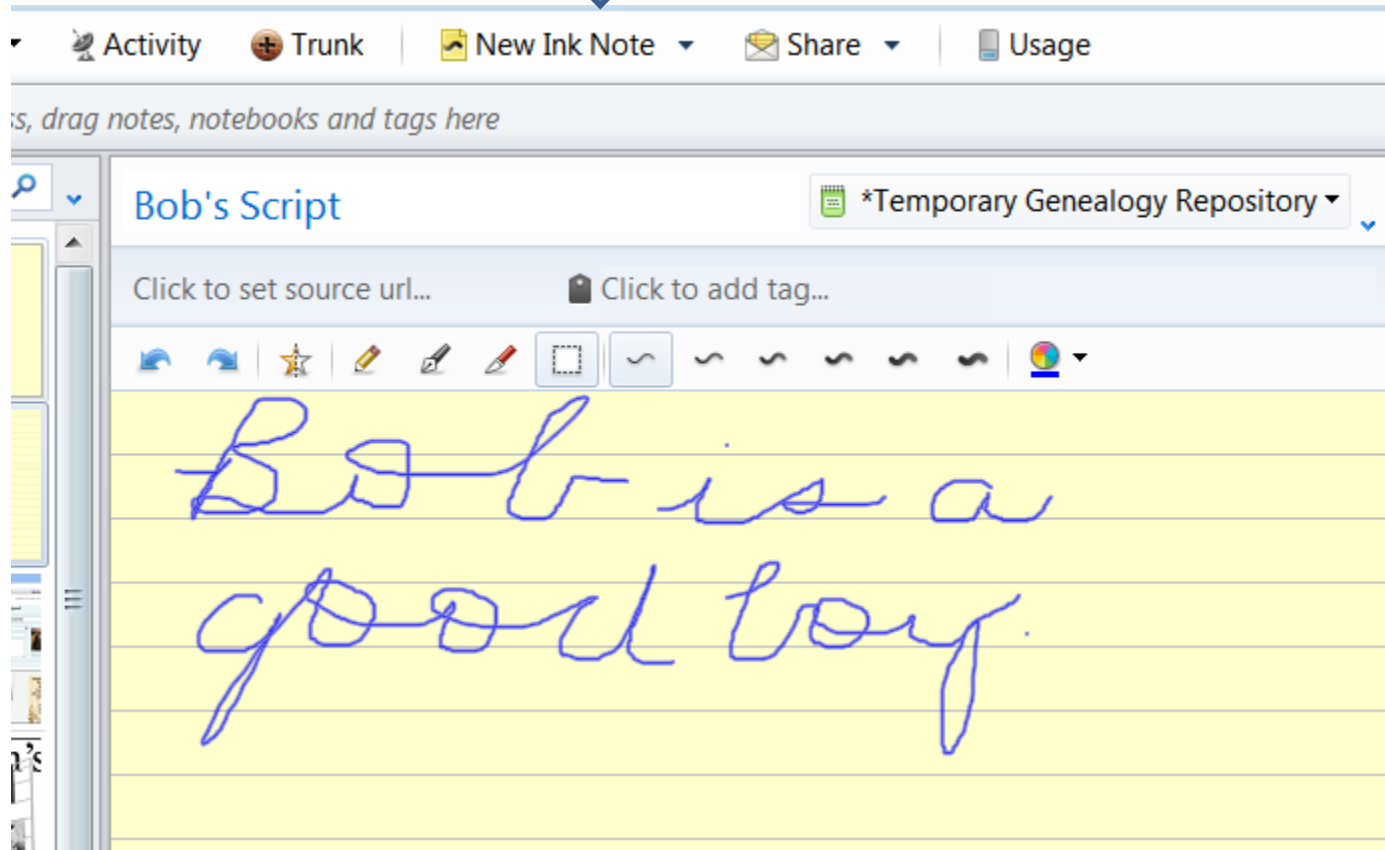
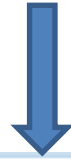
Examples of Genealogy Tags

- Adoption
- Baptist
- Census
- Death Records
- GEDCOM
- Heraldry
- Internet
- LDS

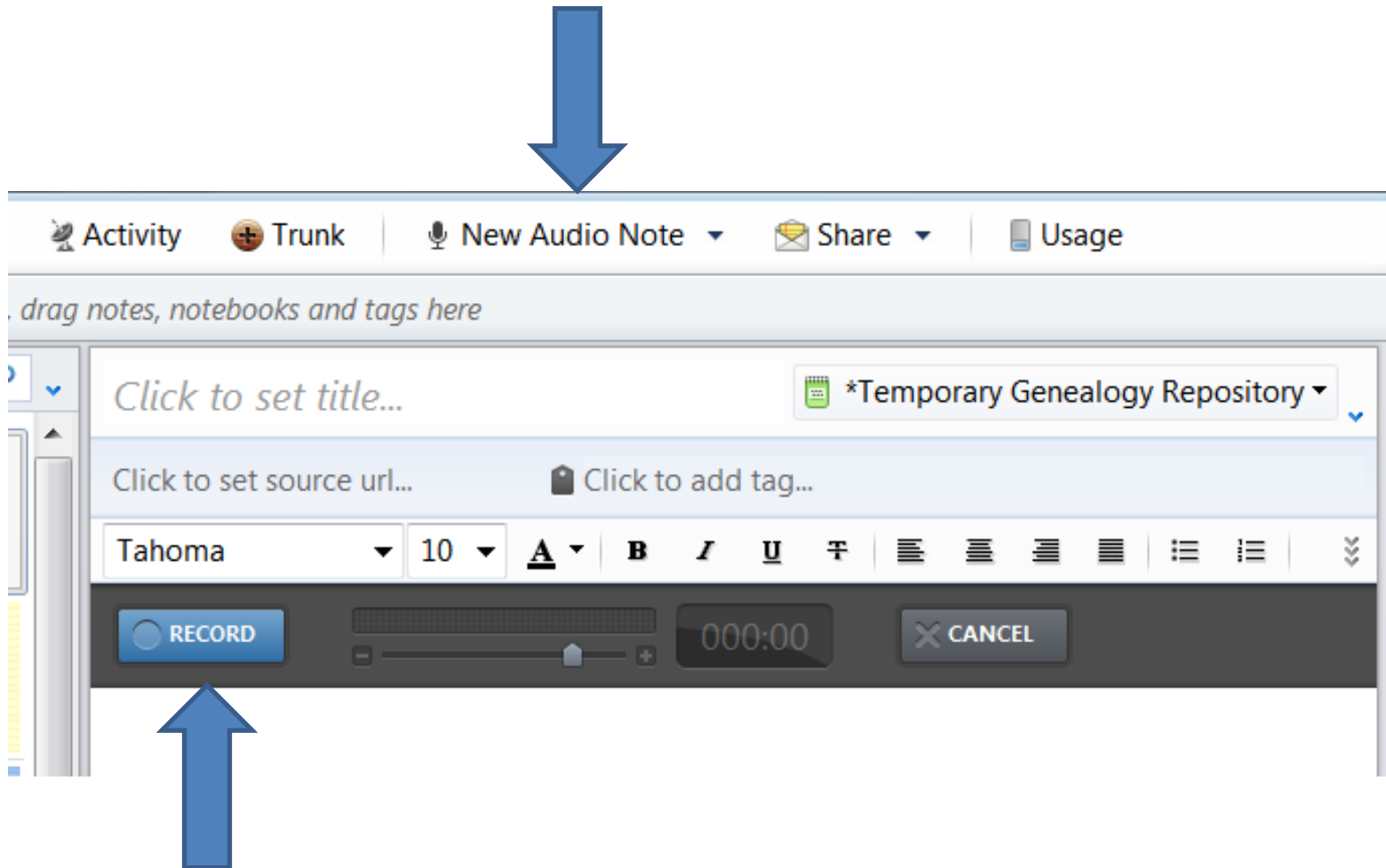
Examples of Genealogy Tags

- Marriage
- Newspaper
- Obituary
- Portugal
- Quaker
- Railroads
- WW I
- Wills

Creating an Ink Note



Recording Voice Notes




Stacking Notebooks

- **Create a Notebook for each item you wish to organize.**
- **Click one folder and drop it on top of the other to create a Notebook stack.**
- **Give the Notebook stack a more descriptive name.**



Bob's Stacks

 **Notebooks**

- *Temporary Genealogy Repository (22)
 - Bob Ringo's Genealogy Notebook
- ▷ Census Stack
- ▷ Classes Stack
- ▷ Event Stack
- Example Notebook
- ▷ Family History Programs
- ▷ Genealogy Subject Stack
- ▷ Location Stack
- ▷ Notebook Stack
- ▷ Periodical Stack
- ▷ Photos Stack
- ▷ Publications Stack
- SCLHCC (9)
- ▷ SCLHGC
- ▷ Subscription Stack
- ▷ Surname Stack
- Travel (8)
- ▷ Website Stack
- Trash (38)



Bob's Photos Stack

▲ Photos Stack

Arni Memorial Cemetery (49)

Elmwood Cemetery-M... (49)

Forest-Llewellyn Ceme... (24)

Jimtown Cemetery (17)

Mt. Pleasant Church (129)

Nova Scotia Grave M... (391)

Oakland Cemetery (20)

Perche Church Cemetery (91)

Pratt Cemetery (10)

Ringo Point Cemetery (85)

Streetsville Cemetery (52)

▲ Publications Stack



Bob's Nova Scotia Grave Markers

★ Shortcuts

Notes (1261)

Notebooks

*Temporary Genealogy R... (22)

Bob Ringo's Genealogy Noteb...

▷ Census Stack

▷ Classes Stack

▷ Event Stack

▷ Family History Programs

▷ Genealogy Subject Stack

▷ Location Stack

▷ Periodical Stack

Photos Stack

Arni Memorial Cemetery (49)

Elmwood Cemetery-M... (49)

Forest-Llewellyn Ceme... (24)

Jimtown Cemetery (17)

Mt. Pleasant Church (129)

Nova Scotia Grave M... (391)

Oakland Cemetery (20)

Perche Church Cemetery (91)

Pratt Cemetery (10)

Ringo Point Cemetery (85)

Streetsville Cemetery (52)

▷ Publications Stack

SCLHCC (1)

▷ SCLHGC

▷ Subscription Stack

▷ Surname Stack

▷ Website Stack

Nova Scotia Grave Markers ▾

Reminders (1)

PA170118.JPG

10/2/2013

PA170118.JPG, 1.0MB



PA170117.JPG

10/2/2013

PA170117.JPG, 1.0MB



PA170116.JPG

10/2/2013

PA170116.JPG, 1.0MB



PA170115.JPG

10/2/2013

PA170115.JPG, 1.0MB



PA170114.JPG

10/2/2013

PA170114.JPG, 1.1MB



PA170113.JPG

10/2/2013

PA170113.JPG, 1.0MB



PA170112.JPG

10/2/2013

PA170112.JPG, 1.0MB



PA170111.JPG

10/2/2013



Nova Scotia Grave Markers ▾

Reminder

Share ▾

Info

Delete

Created: 10/2/2013 10:54 PM

PA170118.JPG



Evernote Account Summary

Account Summary

Personal Settings

Security

Applications

Access History

Connected Services

Purchase History

Update Billing

Reminders

Get more this month

Account Summary

Usage This Month

0512 MB1 GB

1,015 MB Remaining

Upload allowance resets in 29 days

Account Type	Premium
Premium Since	Jul 14, 2013
Username	bobringo
Email	bobringo@starstream.net Manage email addresses
Member Since	May 14, 2013
Billing Summary	Next charge Jul 14, 2014 Cancel Subscription
Email Notes to	bobringo.7ff24c0@m.evernote.com ?

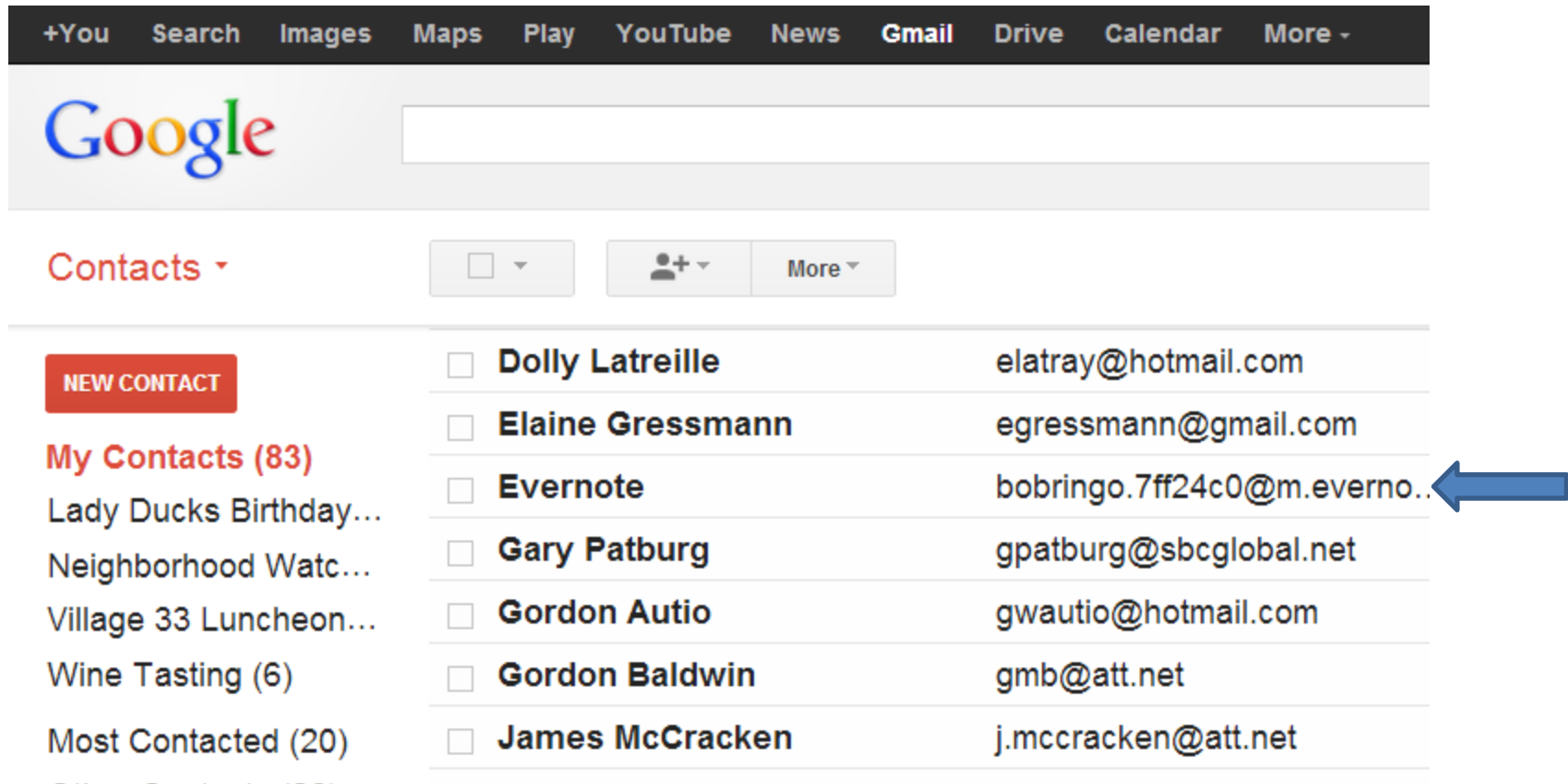
Email your notes, snapshots, and audio clips directly into your account.
Emailed notes will go directly into your default notebook.

Evernote

Email Address

Help, Go to My Account Page

Place **Evernote** in **Contacts** for Each of Your Email Programs



The screenshot shows the Google Contacts web interface. At the top is a navigation bar with links: +You, Search, Images, Maps, Play, YouTube, News, Gmail, Drive, Calendar, and More. Below this is the Google logo and a search bar. The main section is titled 'Contacts' with a dropdown arrow. Below the title are three buttons: a checkbox with a dropdown, a person icon with a dropdown, and a 'More' button with a dropdown. On the left side, there is a sidebar with a red 'NEW CONTACT' button, 'My Contacts (83)', and a list of contact groups: 'Lady Ducks Birthday...', 'Neighborhood Watc...', 'Village 33 Luncheon...', 'Wine Tasting (6)', and 'Most Contacted (20)'. The main area displays a list of contacts with checkboxes, names, and email addresses. A blue arrow points to the 'Evernote' contact entry.

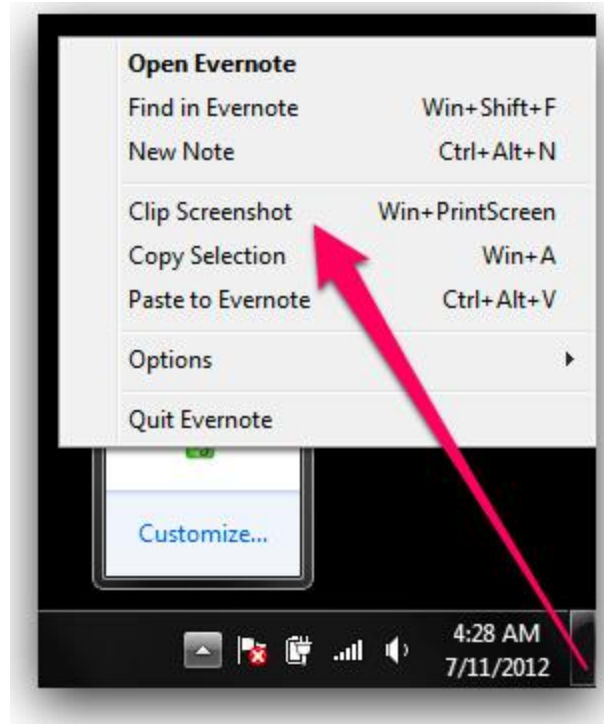
Checkbox	Contact Name	Email Address
<input type="checkbox"/>	Dolly Latreille	elatr@hotmai.com
<input type="checkbox"/>	Elaine Gressmann	egressmann@gmail.com
<input type="checkbox"/>	Evernote	bobringo.7ff24c0@m.everno..
<input type="checkbox"/>	Gary Patburg	gpatburg@sbcglobal.net
<input type="checkbox"/>	Gordon Autio	gwautio@hotmail.com
<input type="checkbox"/>	Gordon Baldwin	gmb@att.net
<input type="checkbox"/>	James McCracken	j.mccracken@att.net

Emailing to **Evernote**

We all get a lot of email. When you get something worth storing—jokes, documents, medical records, travel reservations, pictures, and the like—**Evernote** provides a private email address to make that happen with a simple forward of the message. To find your special address, check Account Info in the apps. Give that address out to your friends and they can send things to your **Evernote** account as well. The subject line will become the name of the note. You can make sure it's filed right by adding *@notebook*, *!date* for a reminder, and/or *#tag*. Here's an example: *Lowes Hose Purchase @Receipt !2014/05/05 #household*.



Capturing Screen/Part of Screen



Right click on
Evernote icon
In System Tray.

Then Click on
Clip Screenshot

To clip a window, click window as crosshairs become active.
To clip part of desktop, draw a rectangle with crosshairs.

Clipping the Web with Web Clipper

Perhaps the most important part of **Evernote** is the [Evernote Web Clipper](#). The Web Clipper is a browser extension for Chrome, Firefox, Opera, Safari, and becomes part of Internet Explorer when you install **Evernote** for Windows. With Web Clipper, you can capture everything you see online, from an entire page to just one little section or picture. A menu will fly out from the right and provide several of options, from changing the notebook to inserting arrows or highlights or annotations. All it takes is a click on the **Evernote** icon.





Evernote Web Clipper

★★★★☆ (3704)

[Productivity](#)

✓ from evernote.com

2,844,965 users

ADDED TO CHROME



OVERVIEW

DETAILS

REVIEWS

RELATED

+1 10k

Use the Evernote extension to save things you see on the web into your Evernote account. It even lets you search through your notes.

Use the Evernote extension to save things you see on the web into your Evernote account.

Evernote Web Clipper is the best way to remember all of the great stuff you see online. Forget about bookmarks and open tabs, save the actual web page - text, links, images and all with a single click.

Save your favorite content:

- Article clips: Click the extension when viewing a blog or news site, and it will automatically save the whole article
- Selection clips: Highlight the text, links and images that you want to save, then click the extension
- Full page clips: Grab the entire page with a single click
- Links only: Choose the Clip URL option to

Introduction to Web Clipper

Evernote Web Clipper

From interests to research, save anything you see online—including text, links and images—into your Evernote account with a single click.

Get Web Clipper for Chrome

Chrome
Safari

 Works with Evernote Business

Firefox

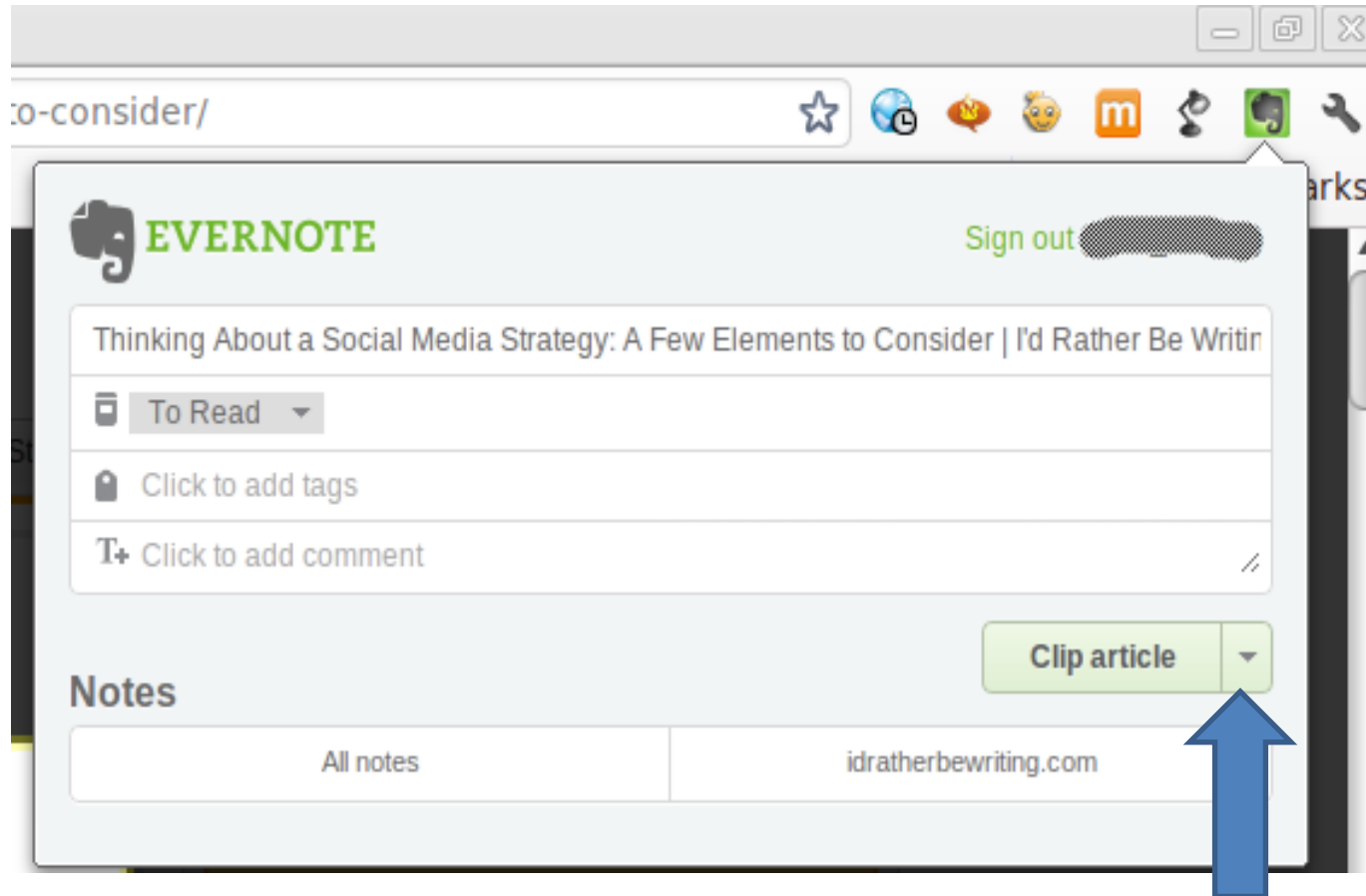
Opera

Internet Explorer



You Must Get Web Clipper of Each of Your Browsers

Evernote Web Clipper



Save Article
Save Selection
Save Full Page
Save PDF
Save Email
Save URL

Attaching a Video to **Evernote**



Simply drag and drop the video file to the body of a Note.

Remember, Evernote saves files, it doesn't play them.

Scanning Into **Evernote**

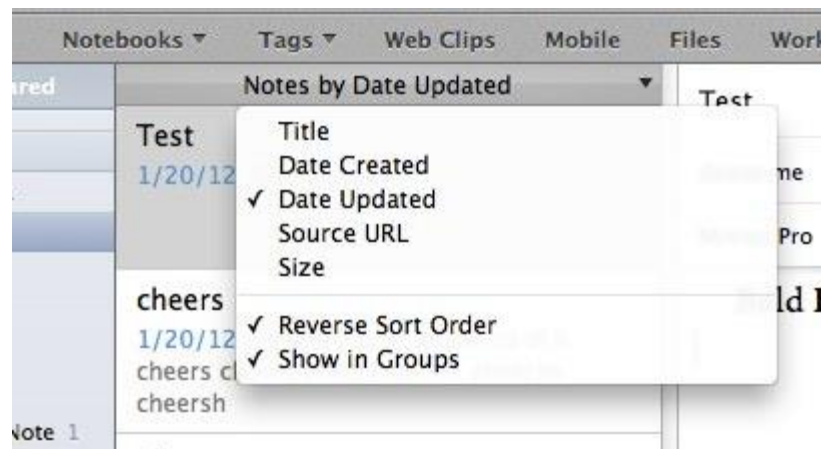


**Scan images, documents, and hand written notes
into **Evernote** as .JPG or PDF Files.**

Creating a Note from Cameras by Using Eye-Fi



Sorting Notes



Evernote Reminders



Evernote Reminder



156.00.asp

SHARE

TOOLS X

Add Reminders

4/24/14

Notify Me

Tomorrow

In a week

04/24/14 08:00 AM

2014 Apr

M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

←

Reminders

Clients A-H

Search Notes

Sort and filter your reminders by tapping the calendar. Tap Edit to reorder or to add a reminder note.

Swipe right to mark a note done.

Mark as done

3:53 PM

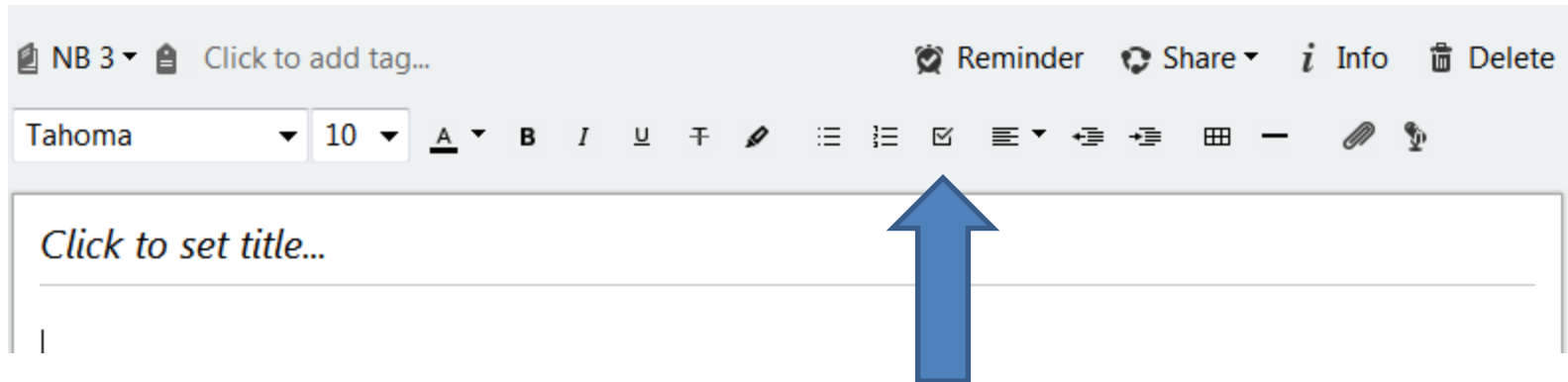
Jun 10

EVERNOTE
Reminders

→

restaurants nearby to see if there's something more worthwhile to eat. The Evernote Food iPhone app (free) can help

Evernote Task List



Bob's Wenesday Task List

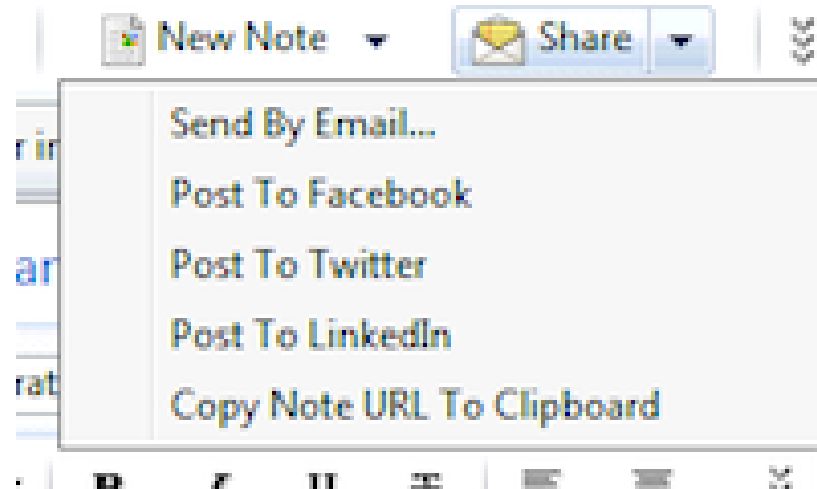
- ☒ Wake up.
- ☒ Eat Breakfast
- ☒ Morning Nap
- ☒ Eat Lunch
- ☒ Afternoon Nap
- ☒ Eat Dinner
- ☐ Evernote Presentation
- ☐ Evening Nap
- ☐ Drink Bottle of Wine
- ☐ Sleep
- ☐ Dream

Searching

- In the search box, type the word you wish to search.
- Press Enter/Return.
- Search results are displayed in the Note List Menu.

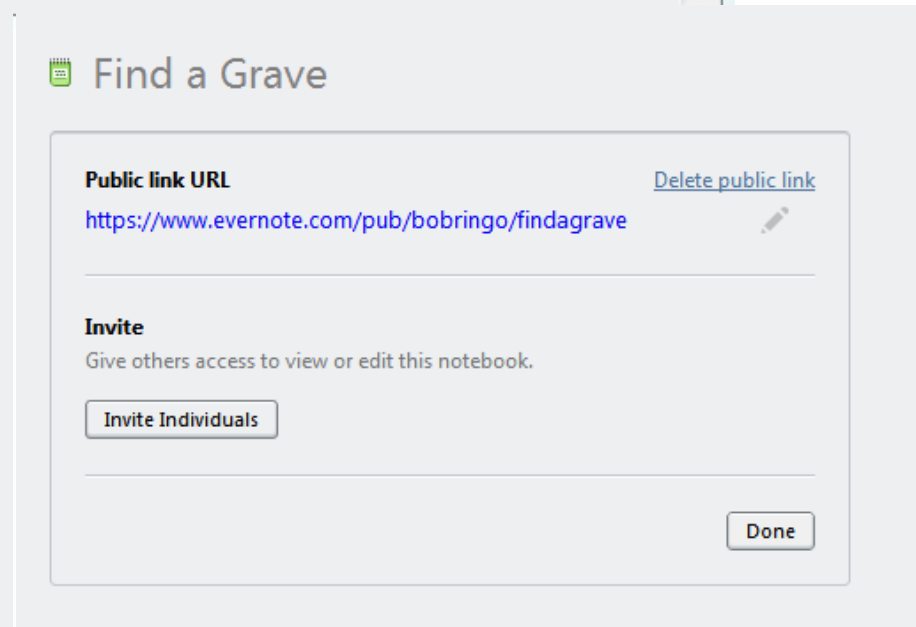
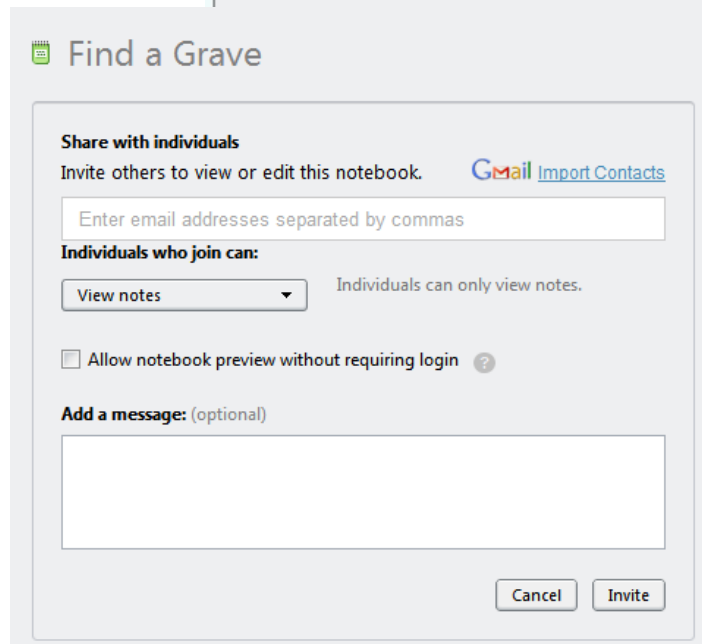
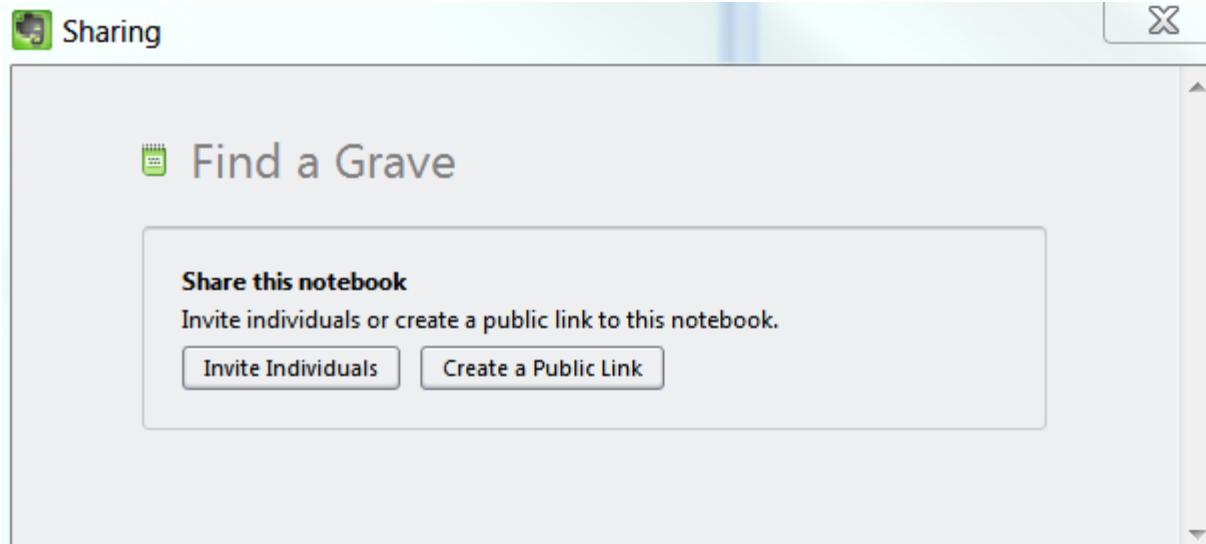


Sharing Notes



Click on Sharing

Sharing a Notebook



Skitch

Get your point across with fewer words using annotation, shapes and sketches, so that your ideas become reality faster.

Get Skitch for Windows



[Skitch Video](#)

Evernote Clearly

Clearly makes blog posts, articles and webpages clean and easy to read. Save them to Evernote to read them anywhere.

Download



Evernote Clearly

Evernote Pricing

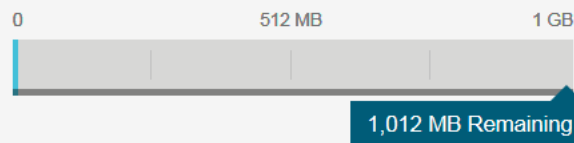
free vs. \$5 per month or \$45 per year

 <p>Supersized uploads Evernote Premium boosts your monthly uploads to 1GB each month, enough to store high-res photos, lots of files, and thousands of text notes and web clips.</p>	 <p>Top priority support Have a question or problem? You'll be sent to the front of the queue for faster support response.</p>
 <p>Offline notebooks Take entire notebooks offline for easy access when you don't have a network connection. A perfect option for when you're traveling. Available on iOS and Android.</p>	 <p>PDF & document search Search for text inside attached Office and iWork documents, spreadsheets, and presentations, as well as scanned PDFs.</p>
 <p>Work together Evernote Premium users can allow others to edit their notes, making Evernote a great tool for working on a project with others or planning a trip with friends.</p>	 <p>Note history Go back in time. View past versions of individual notes in your account. This is a great option when you're working with others.</p>
 <p>Larger files, bigger notes As a Premium user, the size of a single note is increased to 100MB. That means you can put more stuff into each of your notes.</p>	 <p>Faster image recognition Evernote makes images containing printed or handwritten text searchable. As a Premium user, your images get processed faster.</p>

Evernote Pricing (2)

Get more this month

Current Monthly Usage



Upload allowance resets in 29 days

29 days remaining in your month
Month ends 8/14/2013

Get 1GB more this month

Add an additional 1GB of notes, photos, files, web clips and more to your Evernote account this month for only \$5.00 (non-recurring)

- Increase your note allowance for a single month by up to 5GB
- Purchase up to 25 additional gigabytes in a year
- Increases expire at the end of your month

Country

United States



+1GB upload allowance

\$5.00

Sales tax will be added in TX, MA, and NY. View our [Refund Policy](#)

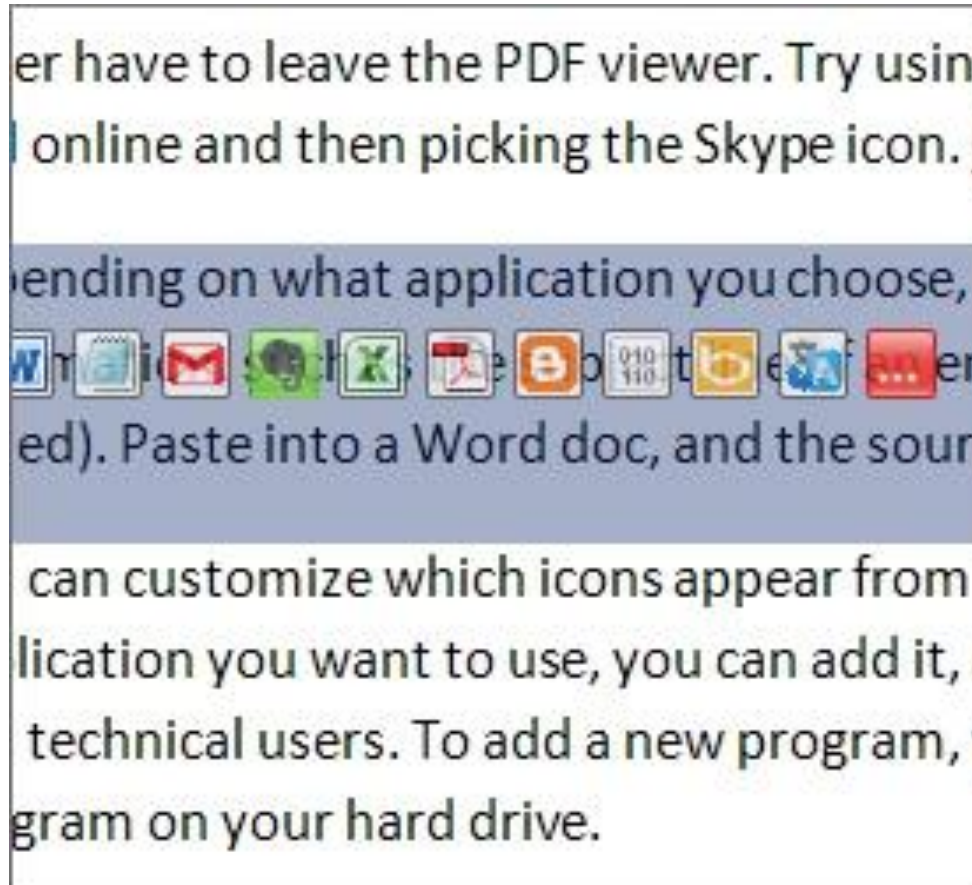
Premium **Evernote**

- \$5 per month or \$45 per year.
- 1 GB upload capacity per month.
- Search inside PDFs and spreadsheets.
- A presentation mode that supports dual monitors—one for the presentation and one for notes as you present.
- Text to speech in any of 21 languages.





The real copy & paste

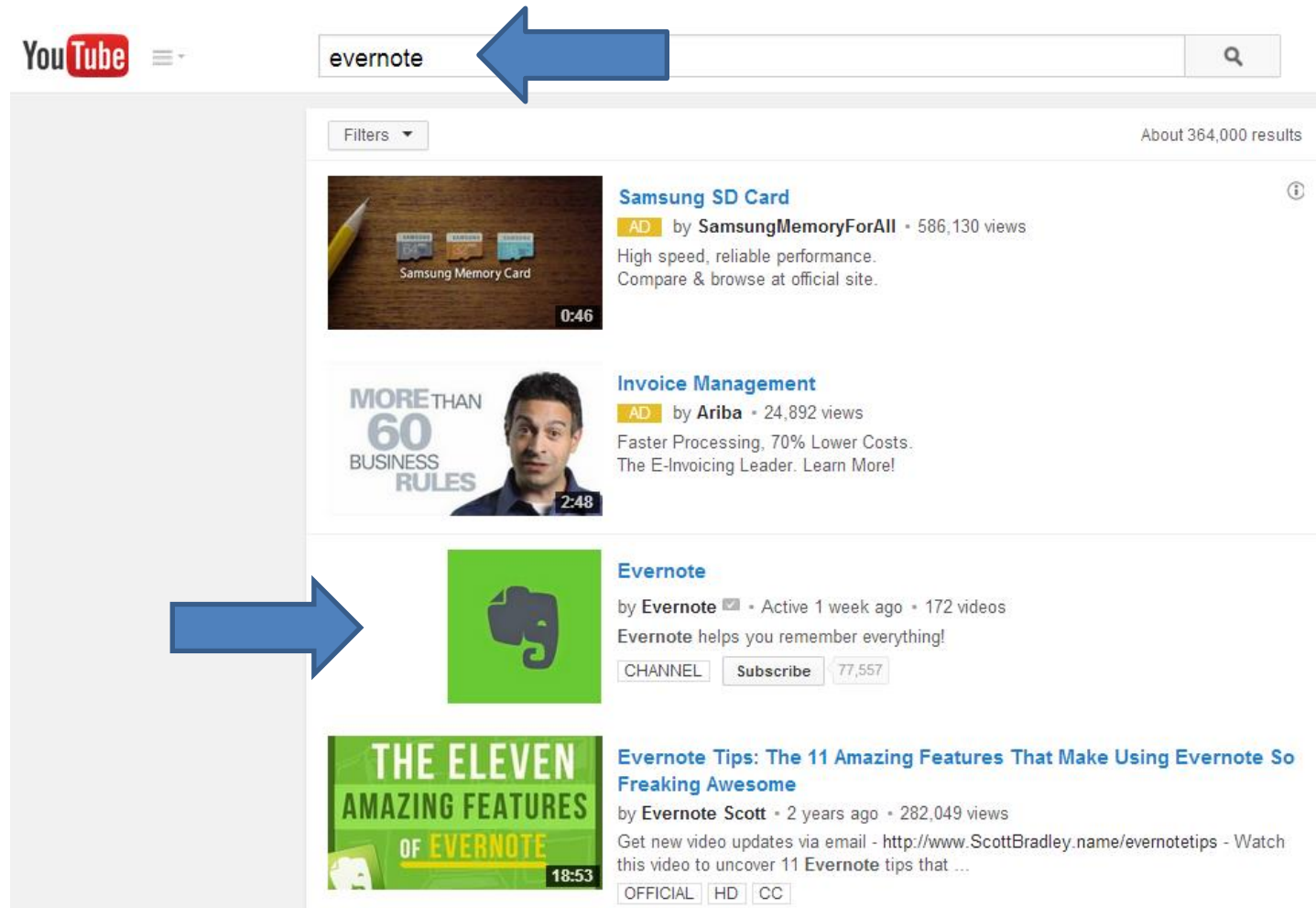


click.to

Evernote App Center



Learn More About Evernote



The screenshot shows a YouTube search results page for the query 'evernote'. A blue arrow points to the search bar at the top, which contains the text 'evernote'. Below the search bar, the results are displayed. The first two results are advertisements: 'Samsung SD Card' and 'Invoice Management'. The third result is the 'Evernote' channel, which is highlighted by a blue arrow pointing to its profile picture. Below the channel, there is a video titled 'Evernote Tips: The 11 Amazing Features That Make Using Evernote So Freaking Awesome'.

YouTube

evernote

Filters

About 364,000 results

Samsung SD Card
AD by SamsungMemoryForAll • 586,130 views
High speed, reliable performance.
Compare & browse at official site.
0:46

Invoice Management
AD by Ariba • 24,892 views
Faster Processing, 70% Lower Costs.
The E-Invoicing Leader. Learn More!
2:48

Evernote
by Evernote • Active 1 week ago • 172 videos
Evernote helps you remember everything!
CHANNEL Subscribe 77,557

THE ELEVEN AMAZING FEATURES OF EVERNOTE
18:53

Evernote Tips: The 11 Amazing Features That Make Using Evernote So Freaking Awesome
by Evernote Scott • 2 years ago • 282,049 views
Get new video updates via email - <http://www.ScottBradley.name/evernotetips> - Watch this video to uncover 11 Evernote tips that ...
OFFICIAL HD CC

YouTube Evernote Channel

Evernote 17,527

Home Videos Playlists Channels About

The Evernote Business Notebook by Moleksine
41,087 views · 1 week ago
<https://www.evernote.com/moleksine>
If you write notes by hand, this notebook is for you. To help keep your projects on track, each page of this notebook has dedicated sections that let you share everything or share what matters most.
Take meeting notes then use Evernote's Document Camera to save everything. Share the top section of the page, keeping the bottom section private, or share the entire page.
3 MONTHS OF EVERNOTE PREMIUM...
[Read more](#)

Check the box to set a reminder

Evernote Products
A collection of our new product videos.

Evernote Tutorials
Learn more about your favorite apps with these fun walkthrough videos.

Evernote Stories
See how people use Evernote in their daily lives and businesses.

Evernote Business videos
Learn all about the Evernote Business product here, including information about the Business Home, Salesforce integration, and Evernote Mobile products that help businesses work smarter.

The Evernote Market
Evernote's goal is to make you better at everything, from your day's tasks to your life's work. This ambition doesn't end with our apps. In collaboration with our favorite companies, designers, and manufacturers, we bring you the...

Related channels on YouTube

- Marquee Showtime 11
Subscribe
- Samsung Mobile 11
Subscribe
- Google Chrome 11
Subscribe
- Android Authority 11
Subscribe
- Pocketnow 11
Subscribe
- Google Developers 11
Subscribe





Want a Copy of the **Evernote** Presentation?

go to:

www.sclhcc.org

