



29 Productivity  
Extensions for  
Nonprofits and  
Small Businesses

# Introduction

**Small businesses and nonprofits share the unique challenge of needing to be as productive as possible (whether that is responsive to client emails, tracking down potential donors or maintaining an effective social media presence) often on a tight budget.**

Although the budgets are small nonprofit executives and small business owners often have large expectations, sometimes expecting immediate results. The key with lean budgets and a desire to increase productivity is resourcefulness. By utilizing the Google Chrome web browser in a more effective way by installing extensions. Extensions just may be the solution to help you conquer for your challenging organizational goals with tools customized to your personal needs. demanding needs.

Extensions are small software programs that are tailored to the user's individual functionality and behavioral needs. Basically, they create a customized and optimized browsing experience which helps you to be more focused, productive and , professional on a small budget. We at AmDee are big fans of the Google Chrome browser (which currently has 60.3% of the web browser market share). It has seemingly infinite extensions to choose from! Don't worry, we've come up with 296 extensions, specially selected for productivity that should have you seeing BIG gains in productivity (and hopefully profitability).



# Extensions for Client & Donor Relations



## Boomerang for Gmail

Boomerang is an email management tool with send later, track responses, content development features. Schedule and track client and donor queries to remain as responsive as possible.



## Streak

Streak is a Customer Relationship Management tool that allows you to track every aspect of the sales process from your Gmail inbox.



## Coverage Hub

Converge Hub allows you and your colleagues to view anyone's contact details via their social media profiles, including LinkedIn, Facebook, Google+, Twitter and a few other sites. Sales or Fundraising departments can use this to compile a document of potential leads for your organisation.



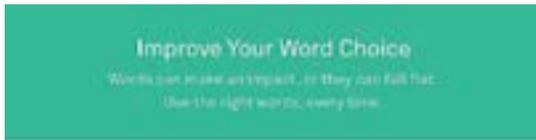
## DocuSign

DocuSign to sign contracts digitally and easily. You can also send documents for signature from Gmail, Drive, and the Chrome browser.



## Gmail Offline

Gmail Offline lets you read emails, respond to, search and archive emails without network access.



## Grammarly

Using Grammarly will ensure that the emails sent out or blog posts published from your organization will be grammatically correct and clear.



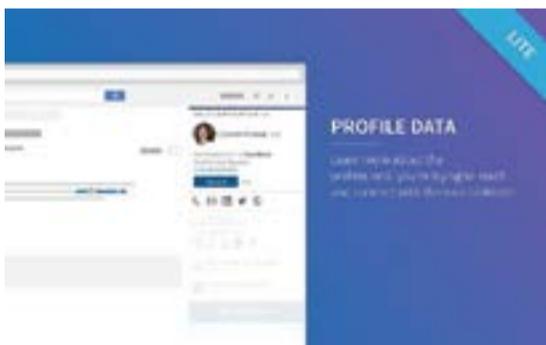
## Hunter

This extension is a vital tool for any sales or donor relations team helping to speed up prospective contact research when you can't find a specific contact address. Hunter will find any email address that has been attached to a particular website.



## Liner

Liner turns browsing the web into effective research sessions by giving users the ability to highlight any text, anywhere on the internet for future reference. Save all of the highlights to your PC or your mobile device.



## LinkedIn Sales Navigator

LinkedIn Sales Navigator works within your Gmail account by bringing LinkedIn insights about your contacts and customers without having to leave your inbox.



## MeetingBird

With Meetingbird you can view your calendar and schedule meetings directly from Gmail and Google Inbox.



## Office Editing for Docs, Slides, and Sheets

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Allows you to you view and edit Microsoft Word, Excel, and PowerPoint files with Google Docs, Sheets, and Slides.



## Zoom Scheduler

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If you and your team are already utilizing Zoom for video conferences be sure to install the chrome extension so that you can quickly make zoom calendar appointments straight from your browser.

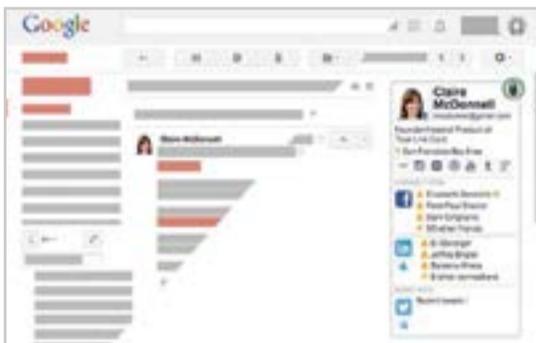
# Extensions for Client & Donor Relations



## Cite This for Me: Web Citr

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Cite This for Me: Web Citr makes attributing articles for business proposals or blog posts a relatively painless experience.



## Discoverly

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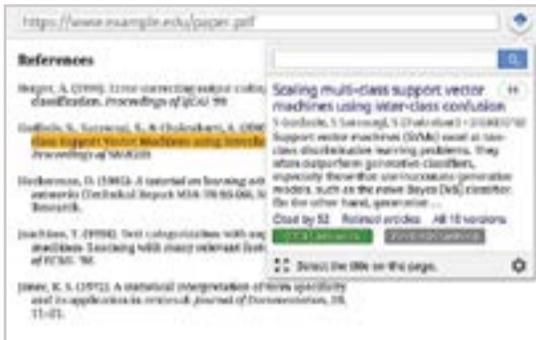
Discoverly displays the social media “footprint” of a potential client or individual you want to connect with by displaying any mutual connections you might share and showing their recent Tweets.



## Hootsuite

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Hootsuite is social media manager that publishes, tracks activity and reports analytics across multiple social media platforms.



## Google Scholar

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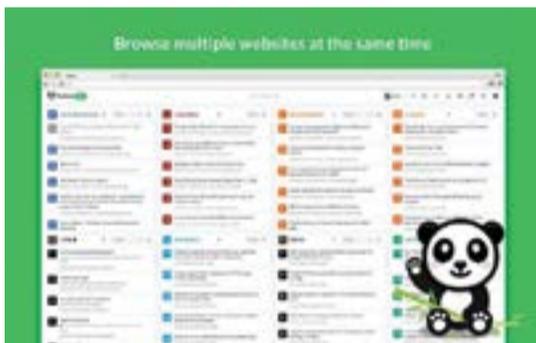
Google Scholar turns a Google search into a potent and powerful research tool.



## Pablo

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Pablo from the social media management platform Buffer, makes social media image content creation a smooth process compatible across most social media platforms.



## Panda 5

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Panda 5 gathers various news sources and websites whose content that you would like use as curated content for your newsletter or blog. Panda 5 puts all the sources into a new browser tab and keeps updating them with the latest content in the background.



## Zest

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Zest creates a curated and condensed stream of articles to assist in customizing your curated social media content to your audience.



# Extensions for Time Management



## Evernote Clipper

If the members of your team are Evernote fans then they will definitely want to use this extension. Easily save things they see on the web directly into their Evernote account.



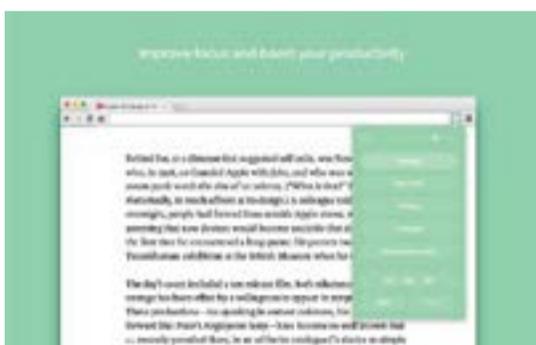
## HoverReader

HoverReader allows you to hover the cursor over any URL and see the full article without clicking through to the website.



## Just Read

Just Read makes your web browsing more focused by allowing you to customize web pages by eliminating distractions: page's styling, ads, popups and comments.



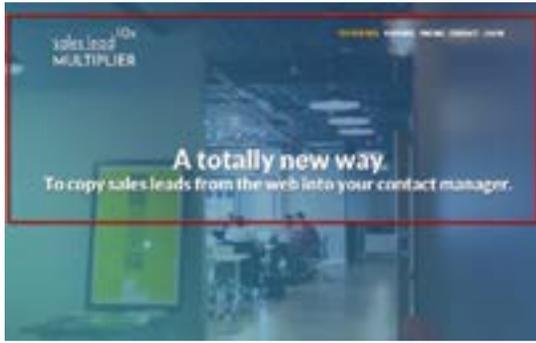
## Noisli

Noisli provides natural ambient background sounds so that you can focus and get work done.



## OneTab

Keep your web browsing uncluttered with One Tab. OneTab converts all of your many open tabs into a list. When you need to access the tabs, you can either restore them individually or all at once.



## Sales Leads

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Sales Lead MULTIPLIER will collect prospective clients' contact information off any web page and funnel it into any customer relationship management system.



## Strict Workflow

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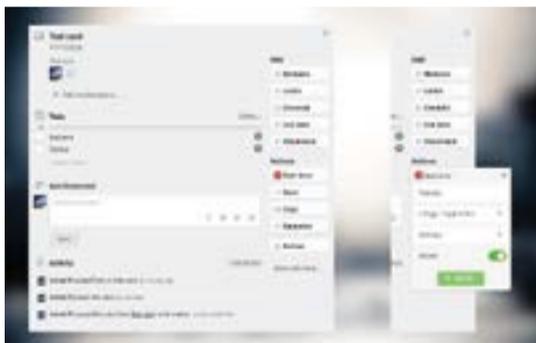
Strict Workflow uses the Pomodoro method of productivity and offers a 25-minute counter where time-wasting websites are blocked. At the end of the 25-minute segment, you'll have a 5-minute break after which the counter starts back again. Check out our blog post about how you can use the Pomodoro method to obtain "Inbox 0".



## The Great Suspender

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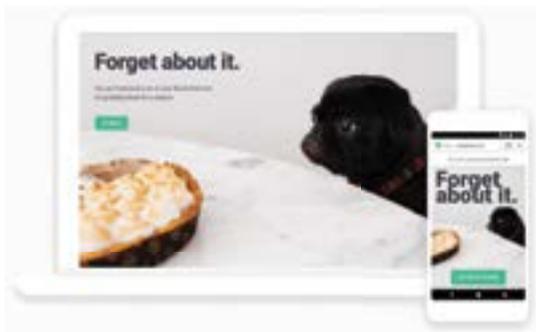
The Great Suspender suspends the tabs that are not in use and decreases the usage of RAM eliminating a Google Chrome crash.



## Toggl Button

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Toggl tracks real-time web productivity (how you spend your time on the web) and stores the data on your Toggl account.



## Website Blocker

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Website Blocker blocks the websites that you do not want to see, or spend too much time on. Basically it puts you in a work focused "time-out".



# Choosing and applying just a few of the **Google Chrome extensions** listed above...

May drastically improve your sales/donor funnel process and marketing workflow while creating practical time management habits. Google Chrome extensions truly may give you and your organization the biggest productivity bang for your buck.