The 9 Best Productivity Apps for 2019

Source:

The world is obsessed with productivity. We all want to know how to get things done more quickly and with less effort; improve our time management skills; and lead more productive, fulfilling lives. The eight productivity apps listed in this blog post will help you achieve those goals.

We've pulled from our personal experiences and conducted detailed, in-depth research to compile the best productivity apps for 2019. An investment in just a few of these tools is sure to make you more efficient. So without further ado, let's dive in.

For the purposes of this blog post, a productivity app is any piece of software that makes your job easier and allows you to get more work done in less time. Some of the applications listed below aren't "productivity apps" in the true sense of the phrase. But each is worth having and will save you hours of precious time when used consistently.

After reading through our list, we encourage you to sit down and think about which areas of your life you'd like to become more productive in for 2019. Then get the app (or apps) that will help you get there.

The Productivity Apps You Need In 2019

Each of the following eight productivity apps will make you more efficient in some way. Before we start, we should note that, while our list is numbered, the placement of apps doesn't represent their level of importance. Meaning the first app isn't better than the last. The numbers simply make it easier to track through this post. Ready?

1. ToDoist

ToDoist is the ultimate todo list app, having helped over 10 million people get more control over their lives. To start using the tool, first jot down everything you need to get done. The intelligent software will then interpret and categorize the tasks for you based on your entries. For example, if you create a task to "Have lunch with Bob at 12pm tomorrow #meetings", ToDoist will automatically schedule a reminder for you tomorrow at 12pm, and file the task into your "meetings" section.

But ToDoist is more than just a personal productivity tool. It can also be used to keep your entire team on track. Plan projects and assign responsibility, discuss project details, and monitor deadlines all inside the app.

ToDoist is free for basic functionality, $36 a year for premium features, and $60 a year (per user) for full featured access for your entire team.

2. Calendar

Your Calendar deserves a productivity upgrade

Looking to save more time, be more productive, and focus better? Look no further than Calendar.

Calendar is the smart app that you need to add to your stack. This artificial intelligence led productivity app is always learning for you and will save you time and effort along the way. The more you use it the more valuable it becomes.

With Calendar, you'll have the ability to allow anyone to choose and book a meeting time directly to your Calendar. Your Calendar will protect you from any pre-existing or conflicting meetings being scheduled at the same time.

Calendar, featured in CNN, Inc, Forbes, and Entrepreneur, gives you the ability to dive deep into the analytics of your calendar to help you find ways to maximize your productivity and save more time.

Its easy to get started, just go straight to Calendar.com and follow the sign-up prompts. You can get started for FREE or add more features with a monthly subscription plan.

3. CloudApp

CloudApp, a visual communication tool that can save your team up to 56 hours a week! It's been scientifically proven that humans process images 60,000x faster than plain text. Why not use this to your advantage?

Whether you happen to be communicating with a colleague, a customer, or a client; CloudApp's screenshot, video recording, GIF creation, and image annotation features will help you get your point across faster. Don't bother writing lengthy, complex emails, simply show people what you mean.

3 million users, including industry titans like Uber, Facebook, and Adobe can't be wrong. CloudApp is an incredible productivity app and you need it in your business software suite. Fortunately, it's incredibly affordable.

The free forever plan will get you started. For additional features, subscribe to an upgraded plan for just $9+ a month.

4. Trello

Trello is a project management app that makes managing projects less stressful; enjoyable, even. How is that possible? It all starts with the platform's Kanban philosophy. Trello is highly visual, which makes it very intuitive.

Users can break big projects down into smaller chunks by creating "cards" for every task. Cards can be arranged into different columns, which can represent different phases of a project. As tasks get completed, cards can easily be dragged from one column to the next. Here's how this process might look in a real-life scenario:

Jen is tasked with managing her company's blog.

To keep track of all the articles written and submitted by different writers, she creates a Trello board with four columns: "Blog Ideas", "Writing", "Editing", and "Published".

As each blog idea is worked on, it makes its way from the "Blog Ideas" column, all the way to the "Published" column when the article has been finished and posted.

Trello is free to use, though they do offer premium plans with additional features starting at $9.99 a month.

5. Slack

You've heard of Slack. The unicorn company, currently valued at over seven billion dollars, is one of the fastest growing of all time. Major corporations like Target, Capital One, and Oracle use the app on a regular basis because it's an incredible productivity booster.

If you've never used the tool before, it's a communication app that makes collaboration a breeze. Email is great for many things, but it can be cumbersome when conversing with colleagues. It's too easy for messages get lost and buried beneath a mountain of other emails.

With Slack, all of your office communications are neatly organized and searchable. Different channels can be created for different projects, departments, and clients; and team members can jump in and out of conversations as needed. Meaning they won't get notifications about conversations they're no longer involved in.

But Slack is more than just an email alternative. You can also share documents, video chat, and send GIFs inside the application. To really boost productivity, integrate your other tools like Google Drive, Dropbox, and SalesForce. Plans range from $0 to $12.50 a month, per user.

6. Hootsuite

Social media is a business game changer. Never before has a company had such easy access to its customers. It's an amazing opportunity, but it comes at a cost: crafting social posts and responding to comments takes a lot of time. Fortunately, there are apps out there that make posting to social media much less time-intensive.

Hootsuite is a social media management app that allows you to update your company's Facebook, Twitter, Instagram, YouTube and LinkedIn pages from the same screen — without the need to log into each individual platform. You can also reply to comments inside this tool, too.

But the real reason why Hootsuite makes our best productivity apps for 2019 list is because of its scheduling feature. Log in once, schedule every post you plan to make for the next week, month, three months (Hootsuite allows you to schedule hundreds of messages at a time), and then just monitor your accounts as the software automatically posts content at the time you specified. How cool is that?

Plans start at $29 a month after a free 30 day trial.

7. Toggl

Toggl is the simple, intuitive time tracker app that you'll actually use. It isn't limited by device and works on your computer, tablet and phone, so no matter where or what you're working on, your hours are being tracked. Oh, and you'll never forget to turn this productivity app on because it sends you friendly reminders to do so.

When you've completed a task, take a look at the detailed report. Toggl crunches the numbers and shows you how your time was spent. You just have to analyze its findings and adjust the way you work in the future to be more productive.

If you're a freelancer, a tool like this is mandatory. How else will you accurately bill clients? But even those who work a salaried position will find Toggl useful. After all, to become more productive, it helps to first know how you're really spending your time.

Toggl is free to use, though premium features start at $9 a month per user.

8. HelloSign

Before electronic signature software, signing documents was a pain. First, you'd have to scan your specific contract into the computer and email it to your recipient. Once received, the signee would need to print the document out, sign it, scan it back into their computer, and email it back to you. That's just too many steps!

HelloSign takes the hassle out of signing contracts by enabling you to sign them electronically. And don't worry, every document signed through HelloSign is legally binding.

As a bonus, your signed contracts are organized inside the secure HelloSign system, meaning you don't need to waste time or space storing physical documents. Simply create the agreement, send it out for the necessary signatures, and file it away for future reference.

HelloSign is free for limited use and upgraded plans start at $13 a month.

It should be noted that only the user creating and sending documents is charged this monthly fee. Those receiving contracts are not required to pay anything in order to sign them. In fact, they don't even need to create their own account.

9. Zapier

Zapier allows its users to create integrations and automations between apps that normally wouldn't communicate with each other. For example, a new email received in Gmail can be set to automatically save any attachments to a Dropbox folder and alert you via Slack.

The best part is, all these integrations and automations can be built with just a few clicks of your mouse; no coding required. Just select your business software of choice (this productivity app works with over 1,000 other tools, so your favorites are bound to be included) and start building customized workflows.

You'll save hours every week and become much more productive when you let Zapier handle monotonous tasks like data entry for you. After a 14 day free trial, plans cost $20 a month and beyond depending on the features you want.