

ACCA SEMINAR TOPICS

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I. Primary Platforms

Project Management

These platforms I believe would be of great interest to ACCA members in that they are comprehensive packages that combine project management and communications tools. Some are leaner and more focused, like Trello and Airtable. Costs vary greatly, with the more comprehensive costing \$25/user/month or more. This list is likely too long to cover in an hour-long “lunch and learn” session and could be paired down to five.

- Airtable
- Asana
- Basecamp
- Hive
- Jira
- [Monday.com](#)
- SmartSheet
- [Trello](#)
- Workzone
- Wrike

Team Collaboration/Comms

This list is distinct from the project management tools in that they focus on team communications and collaboration tools first and foremost, while the latter focus on project management. These are generally more “light weight” platforms, costing little. Again this list could be paired down to five.

- Google Chat
- Chanty
- Microsoft Teams

- Discord
- Flock
- Ryver
- Slack
- Fleep
- Twist

Virtual Meetings

With Zoom the de facto videoconference platform, there are still some strong competitors in this space with an interesting set of defining characteristics, including security, mobility and cost.

- Jitsi
- [FaceTime](#)
- [Google Duo](#)
- [Skype](#)
- [Zoom](#)

Whiteboards

These platforms offer virtual visual collaboration tools with feature sets that go beyond those found in comprehensive platforms like the project management platforms of the first grouping. They are mostly light-weight, highly-focused, and low-cost.

- Drawp
- Jamboard
- LiveBoard
- MS Whiteboard
- Miro
- Stormboard

Databases / Information Management

This is a rapidly growing platform sector. The concept of the, “outboard brain” is one that I think would be of interest to ACCA membership who likely spend a lot of time researching,

compiling, collating, analyzing, writing and publishing a variety of media including written documents, audio, video, presentation ‘decks,’ and infographics.

- DEVONthink
- GoodNotes
- Onyx
- Plutio
- Roam
- [Notion](#)

Online documents and storage

Essential tools in today’s digital ecosystem.

- Box
- DropBox
- Google Drive
- Office365
- Workspace

II. Secondary Platforms

eCommerce

- Eventbrite (Ticketing)
- PayPal
- Reserve with Google
- Shopify
- Square
- Stripe

Mailing lists / CRM

- AMS-Network
- Constant Contact

- Hubspot
- MailChimp
- MembershipPro (WP)
- NationBuilder
- Survey Monkey

Accounting

- FreshBooks
- Mint
- Quick Books
- SAGE (Simply Accounting)
- Zero

III. Production Platforms

It is unlikely that ACCA members are directly involved in work that requires the following grouping of software tools, however a general understanding of the current options available to their clients may be very useful.

Website Platforms

- Drupal
- Shopify
- Squarespace
- Wix
- Wordpress

Social Media Tools

- Canva
- Linktree
- Qlink

Virtual Events

The pandemic — whether truly over or not — will have a long-lasting shift in how we interact with one another and has made us question the economic and environmental toll of business travel. These platforms are part of this ‘paradigm shift.’

- Hopin
- Hublio
- Kumospace
- Mentimeter
- Socio
- V-Fairs

Live-streaming

- [Ecam Live](#)
- [OBS](#)
- [Screenflow](#)
- [StreamDeck](#)
- [StreamLabs](#)
- [VMix](#)
- [Webex](#)