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## How Your Android™ Phone Can Help Improve Your Productivity

Android mobile devices are a hot topic right now, but how do they help the small business user be more productive? Below are the top apps we found that will help you work smarter, get more accomplished, save time and stay organized.



A Google app that comes with the device, Google Docs, allows you and your employees to do your work on the cloud, that is, it saves your work on remote servers. Cloud computing with Google Docs allows you to edit spreadsheets, write documents, and create power point presentations all on your phone. You can also edit a document on the computer, and re-edit it on the phone later, without missing a step. Besides the Google applications, there are also a whole host of third party software developers' products that you can use as well.



[PWN Document Scanner](#). Have you ever been in a meeting and needed a copy of an important document that someone else brought to the table? What about a contract, a license, or a lease agreement? Document Scanner scans any document or photo with your phone's camera. You can save it, convert it to a PDF, then e-mail it or upload it to Google Docs for sharing and storage.



[ALOQA](#). A great app for the business traveler! ALOQA uses GPS to find your location and then provides you details on anything you may need in your locale – restaurants, ATMs, movies, culture. The list is endless and well organized and allows customization. Whatever you may need to find in the city, you can find – complete with phone numbers, websites, maps, and often reviews.



[Expensify](#). Expensify makes the expense report process easier to manage by importing your receipts directly from your credit card and turning them into easy-to-send PDF reports. The Android application makes it simple to add cash expenses, log mileage and upload images of your receipts while you're on the go.



[Talk to Me](#). This simple application translates what you're saying into another language in real time. If you need to ask for directions in French, need to dictate complicated commands in Italian or just want to impress your friends with Spanish translations, this is the app to have. This app is essential for the international business traveler in a time crunch. It can even be set as a widget for easy home screen access.



[ActionComplete](#). For those who are busy, and have lots of things to do, you're going to need a task manager. This simple, free task manager allows you to upload tasks, as well as check them off as you complete them. It's very easy to use.

These applications can help your business and your employees become more efficient and productive while on the go.