



## 5 ways Evernote can help you manage your money

If you're an enthusiastic [Evernote](#) user, you're in good company.

You and 200 million like-minded people already enjoy the flexibility of this easy-to-learn, multi-platform, freemium app that lets you take notes, save webpages, store photos, archive voice and video media, organize files, and more.

It could be that you're only using it to save scans of your kid's artwork, hang on to recipes you want to try later, or share a honey-do list with your spouse.

But have you ever thought about harnessing the power of Evernote to manage your money?

Here are just a few of the ways you can use Evernote – for free – to get on top of your financial planning.

### **Organize your financial documents**

Quick ... where's your copy of last year's W-2? Your home insurance policy? Your reimbursable receipt for that thing you picked up for your boss?

Let Evernote be your digital file cabinet, keeping everything organized and at your fingertips.

Use your mobile device (or scanner) to capture images of paper documents while you drag and drop online statements directly into the app.

Then start tagging. You can assign each note multiple tags, so your kid's medical bill shows up under "Medical," "Bills to Pay," "Insurance Claims," and whatever else you'll need.

### **Take money notes on the go**

Saw a sale or a great coupon you want to take advantage of this week? Spot a great buy that you want to think about before purchasing? Jot it down in Evernote.

Made a donation at church or at the checkout? Keep track in Evernote for when you file next year's taxes.

Are you tracking your spending? Evernote on your mobile device is a great place to note your purchases.

If you're on an [envelope budget system](#) for your spending, you can transform Evernote into a pile of virtual envelopes. Keep an up-to-date tally of how much money you have in each spending category (food, clothes, entertainment, etc.) by subtracting out the cost of your purchases as you make them.

If you're too rushed to swipe or type, record a quick message for yourself and drop it into Evernote to reference later.

## Set up bill payment reminders

You've got bills. A lot of bills.

For some of them, you might be able to set up automatic payment every month. But for the rest . . . well, you just hope you remember to pay on time. Or that you don't lose that paper bill that came in the mail.

Enter Evernote.

Use the app to make a list of every bill you need to pay and when it's due. Make your life even easier by linking directly to the site on which you can make a payment. Scan in copies of paper bills, so your brain can relax knowing everything is in one place.

You can even add checkboxes to your list, so you can track what's been done and what still needs to be paid off.

Best of all? Evernote allows you to [create reminders](#).

Create custom notifications to receive at scheduled times in Evernote and/or via E-mail. Have Evernote remind you when it's time to pay a bill, review your bank statement, or cash in your earned credit card rewards.

## Share selectively

Even when you and your spouse are apart, Evernote keeps you up to date and on the same page.

Easily click and share your important financial documents notebook with whomever you like while keeping your super-secret, birthday gift ideas list private.

Share your food shopping list – and notes on which coupons to use – with the teenager you've sent to the grocery store.

Share a copy of your medical insurance card with your wife when she's standing at the pediatrician's office without it.

With Evernote's sharing capabilities, you can protect your personal information while working collaboratively with select people toward your financial goals.

## Clip smart money advice to read and save

Evernote works beautifully in storing and organizing reading material.

Instead of just saving a link to a blog post on paying off your student debt, you can use Evernote's easy web clipper to save the article directly to a note. Pull it up later – even when you're not online – and read it at your convenience.

Create notes on personal finance books you want to read, articles you want to reference, or a budget template you want to print and use. You can even [annotate your web clippings and PDFs](#) directly in the app.

So if you're tired of dealing with paper in a digital age or feeling financially disorganized, give Evernote a try. Manage your money in this easy-to-use app, and get moving toward your big money goals.

## Author Bio

Megan Nye is a [freelance writer](#) who crafts personal finance and lifestyle content for businesses, blogs, and publications. Her clients include *The Huffington Post*, *The Penny Hoarder*, *The Dollar Stretcher*, MindShift.money, *Vibrant Life*, Dealspotr, ChimpChange, and *Money Saving Mom*.