# Memo

**To**: Dispute Resolution Professionals

**From**: Vickie R. Williams

**CC**: Other recipients

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| Communication Tools | Platform | Video/Call/ Text | Details |
| 1. Face time | Apple | Video | Connect with family and friends around the world with FaceTime. Make audio and video calls from your iPhone, iPad, and iPod touch to other iOS devices or even a Mac.  <https://support.apple.com/en-us/HT204380>  Supports up to 32 people. |
| 1. Google Duo | Apple  Google | Video | **Google Duo** is the new, simple video calling app that brings you face-to-face with all the people that matter most. Supports up to 8 people. |
| 1. Zoom | Apple  Google  MAC or PC | Video  Call | Simplified video conferencing and messaging across any device.  Supports up to 100 people for 45 minutes on the free platform. <https://zoom.us/meetings> |
| 1. Skype | Apple  Google  Web  Alexa  XBox  MAC or PC | Video  Call | Skype is available for free for up to 50 people.  <https://www.skype.com/en/> |
| **Digital Signature Tools** | | | |
| What is digital signature software?  Digital Signature soft ware includes solutions for secure signature capture through a cryptographic operation and applications that allow its users to electronically attach an image of a signaure to a document. | | | |
| The link below list popular digital signature software. Some of the options require a cost, some a subscription, one has a one time license cost and some are free for limited usage.  Take a moment to review which option is best for your business. | | | |
| <https://www.capterra.com/digital-signature-software/> | | | |