

# Free Web sites offer real solutions

The Internet is a great place to find information and entertainment. These services can make life easier and save you time.

## Work on Office files

Microsoft Office is the gold standard in office suites. Businesses everywhere use it for documents, spreadsheets and presentations. Given the demand, the program carries a hefty price tag.

What if you don't have Office? This makes it inconvenient to work on files from home. You may not be able to edit personal files others send.

[ThinkFree Online](#) has you covered. You can use it on any computer to edit Office documents. Or create new Word, Excel and PowerPoint compatible documents.

## Complete PDF forms

PDF files are ubiquitous. Organizations use them because they can be read on any computer. The formatting doesn't change.

At some point, you've probably needed to complete a PDF form. Working with PDFs is not easy without a PDF editor. Most of us wouldn't use a PDF editor enough to justify its cost.

So next time you need to complete a PDF form, visit [PDFfiller](#). This site won't let you change the text in a PDF file. However, it will fill out PDF forms.

PDF filler is easy to use. Just click and start typing. You can even reposition your text to line everything up. Printing is as easy as clicking a button!

## Stay organized

Many people have trouble keeping organized. It's not surprising that keeping your family or team organized is difficult.

At [AirSet](#), you can create personal and group calendars. The site also manages your contacts, tasks and notes. You get one gigabyte of storage for files. You can decide what to share with others.

## Send big files

It's easy to send a spreadsheet or document via e-mail. But you shouldn't send big files via e-mail. Many Internet service providers will reject them. If you have videos or large photos, you need another solution.

You could mail a CD or DVD. But this poses problems if you must get your files somewhere fast. In that case, visit [YouSendIt](#).

You can send files up to 100 megabytes in size. Just enter the recipient's e-mail address. They'll get an e-mail with a download link to the file. If you frequently send larger files, sign up for YouSendIt's pay service.