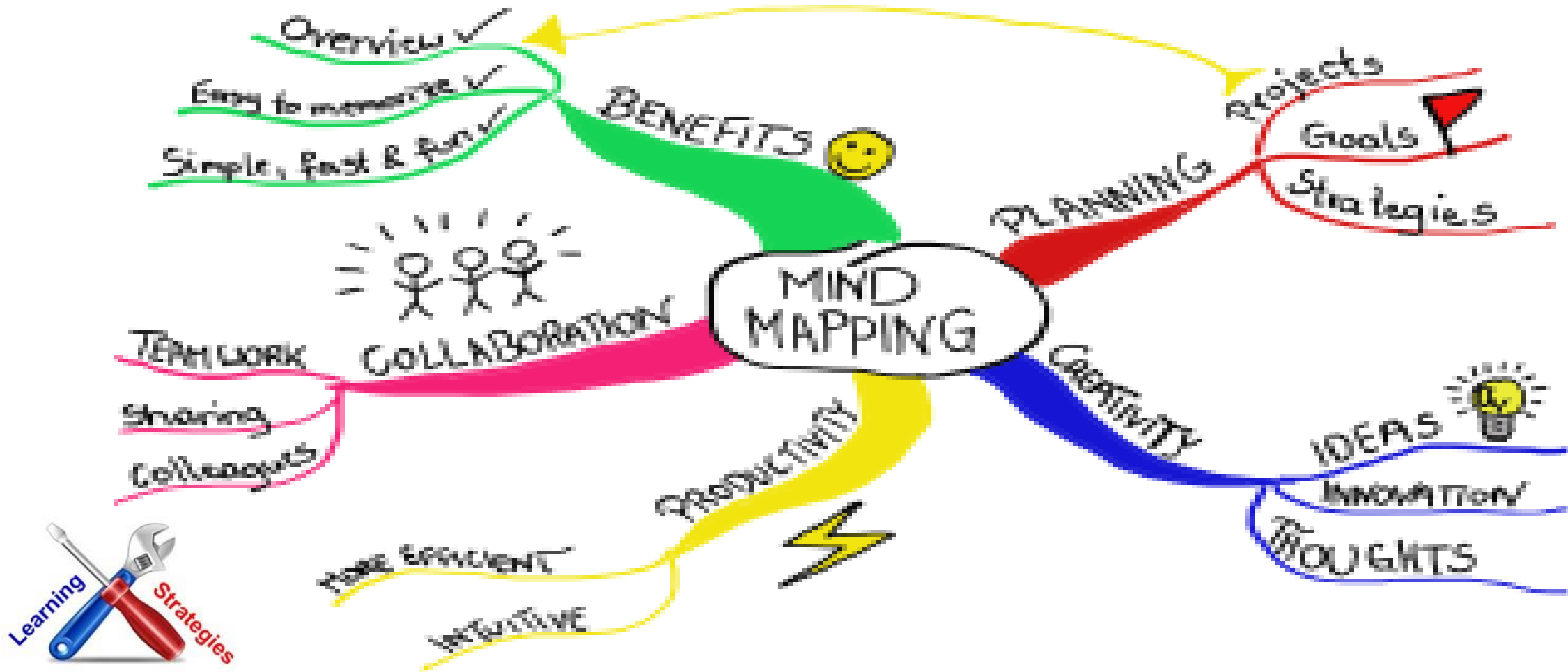


Learning Strategy of the Week:

Mind Maps



Learning Strategy of the Week:

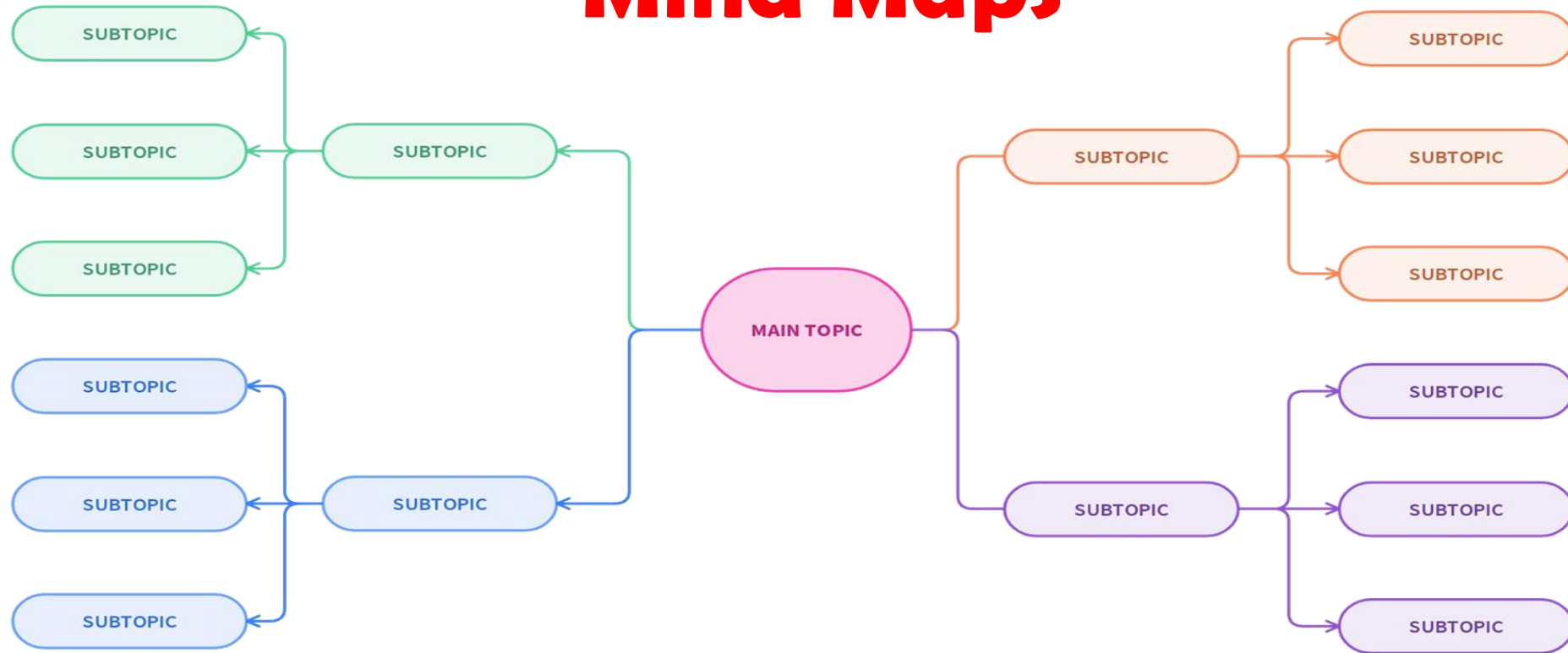
Mind Maps

- **Mind mapping** is a great way of getting information in and out of your brain. Mind mapping is a creative and logical means of note-taking and note-making that literally "maps out" your ideas in a visual form.



Learning Strategy of the Week:

Mind Maps

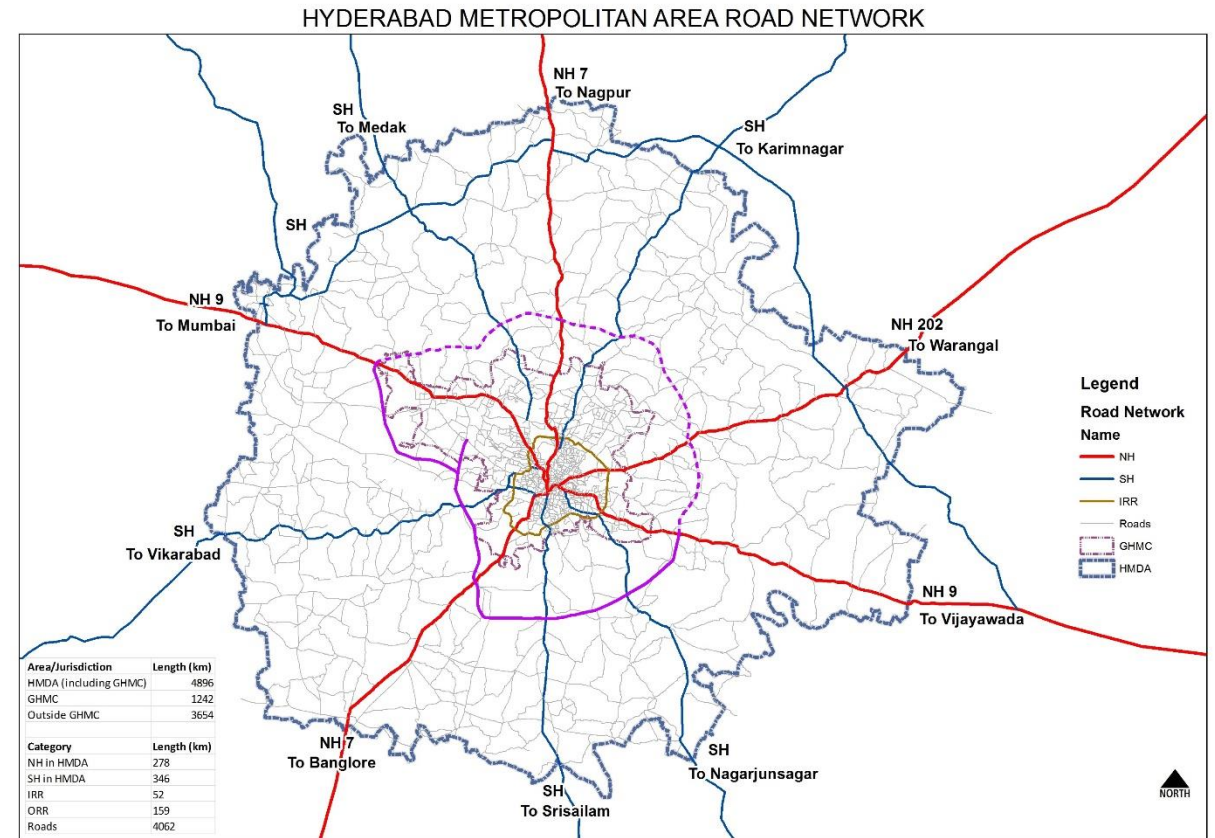


- All Mind Maps spread out from the centre and use lines, symbols, words, colour and images according to simple, brain-friendly ideas. Mind mapping changes a long list of information into a colourful, memorable and highly organised diagram that works in line with your brain's natural way of doing things.

Learning Strategy of the Week:

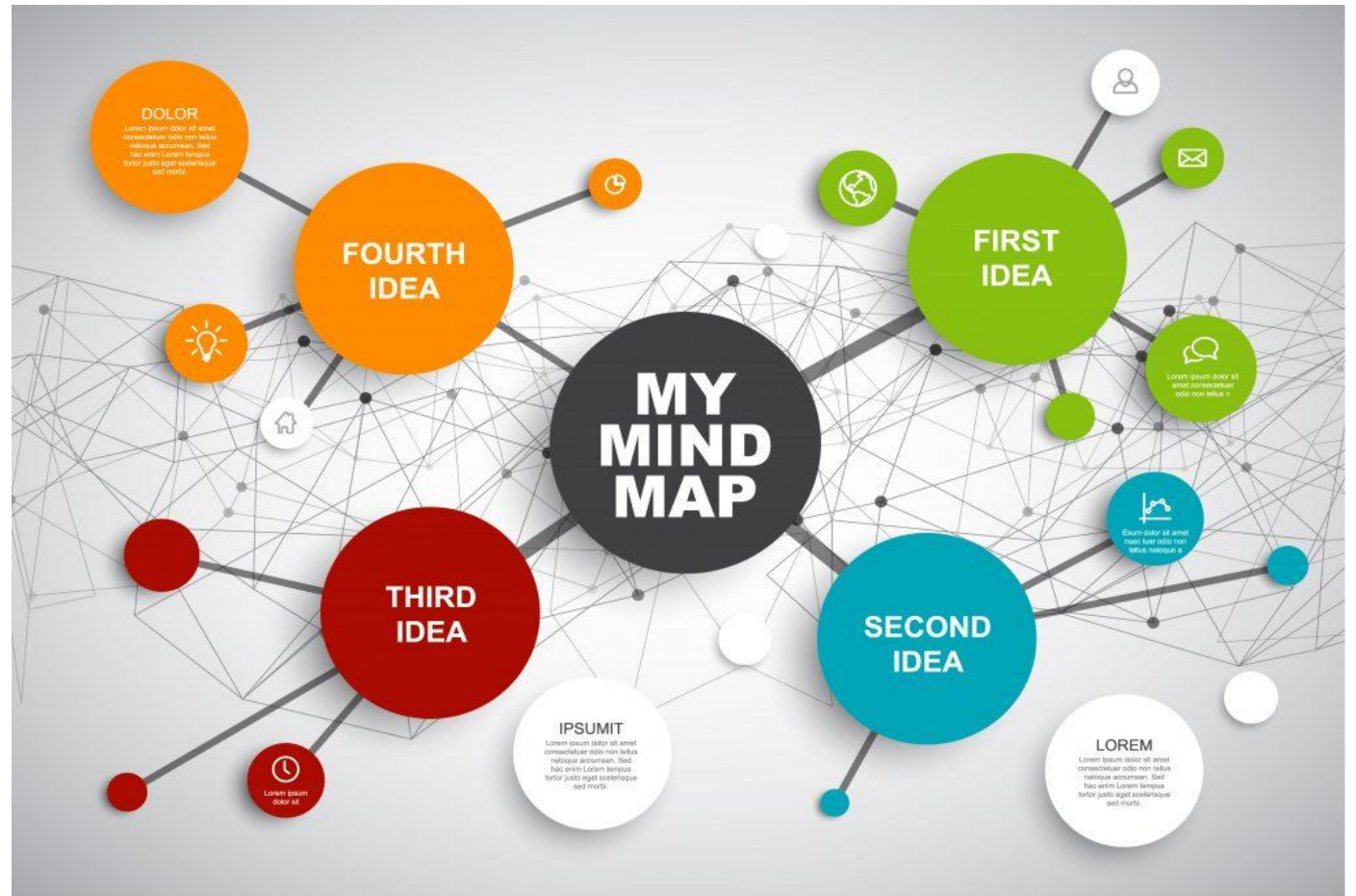
Mind Maps...I'm still unclear...

- One simple way to understand a Mind Map is by comparing it to a map of a city. The city centre represents the main idea; the main roads leading from the centre represent the key thoughts in your thinking process; the secondary roads or branches represent your secondary thoughts, and so on. Special images or shapes can represent landmarks of interest or particularly relevant ideas



Learning Strategy of the Week: Mind Maps...

- The great thing about mind mapping is that you can put your ideas down in any order, as soon as they pop into your head. Simply, throw out any and all ideas, then worry about reorganising them later.

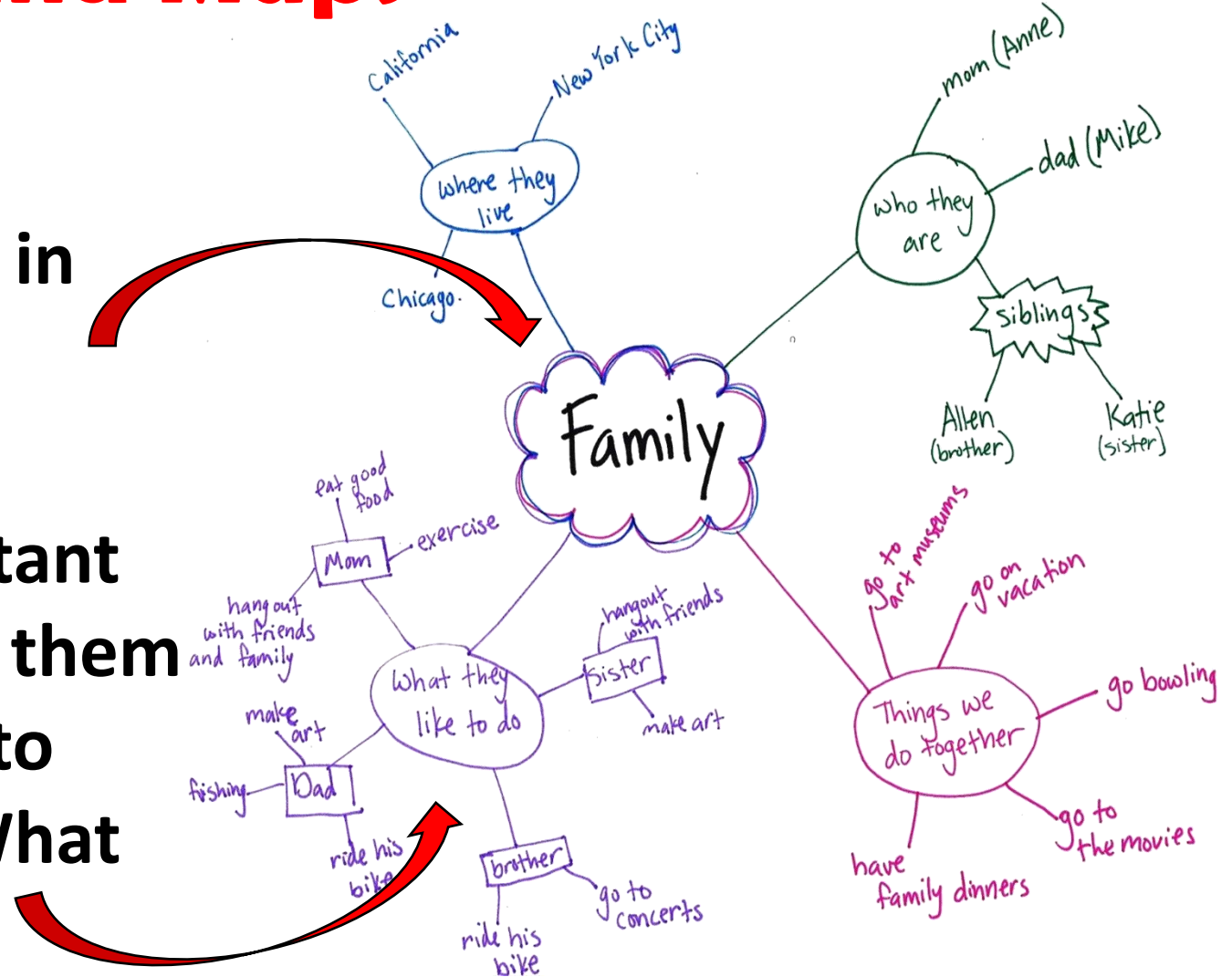


Learning Strategy of the Week:

Mind Maps

How to use it:

1. Think of your general main theme and write that down in the centre of the page. i.e. Family
2. Figure out next most important ideas and draw branches to them from the centre, beginning to look like a spider web i.e. What they like to do



Learning Strategy of the Week:

Mind Maps

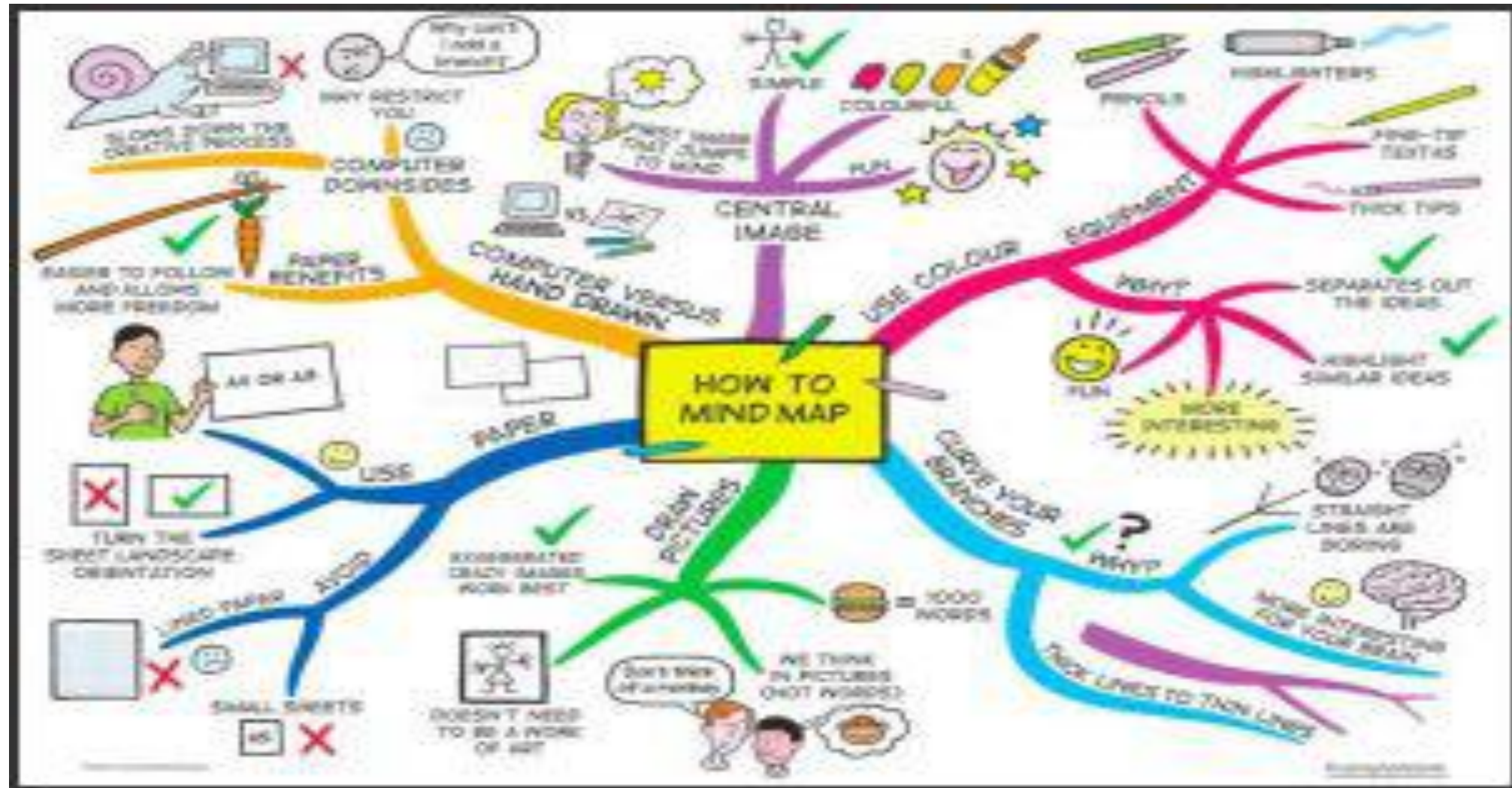
- **How to use it:**
 3. Make sure to use very short phrases or even single words
 4. Add images to make it memorable or to get the message across better
 5. Try to think of at least two main points for each sub-theme you created and create branches out to those



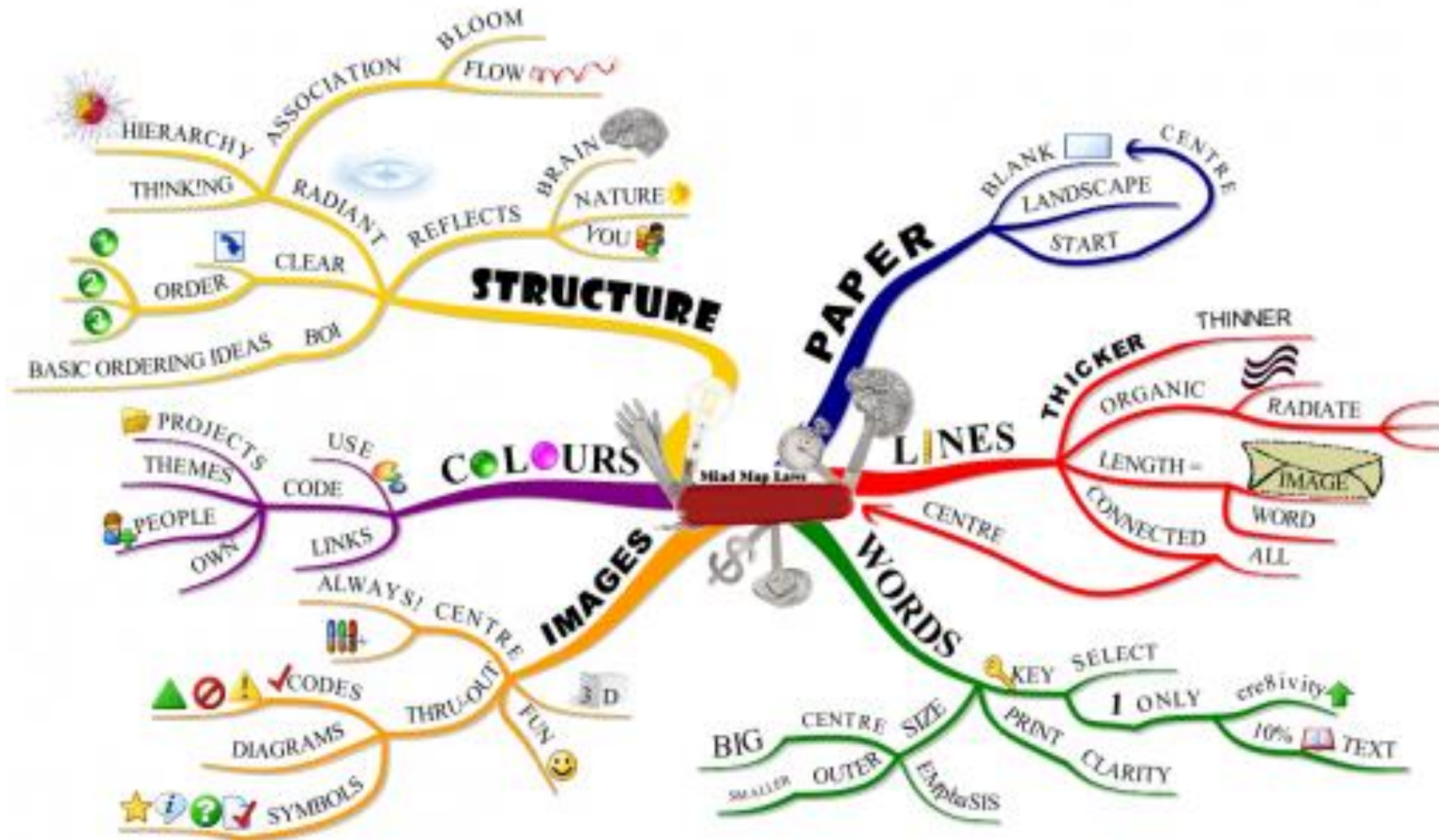
Learning Strategy of the Week:

Mind Maps

- How to use it:



How to Mind Map®



Quick Start Guide

7 Steps to Better Thinking

1. Set your purpose/goal.
2. Start in the CENTRE of blank paper turned sideways.
3. Quickly sketch an IMAGE of your focus in the centre.
4. Use at least 3 COLOURS, for emphasis, structure, texture, creativity.
5. Draw curved lines, radiating from centre (thick to thin) CONNECTING main branches to central image & at each level.
6. Use 1 key word or image per line for more power and flexibility in thinking.
7. Use images throughout as a picture paints a 1,000 words.

Mind Maps

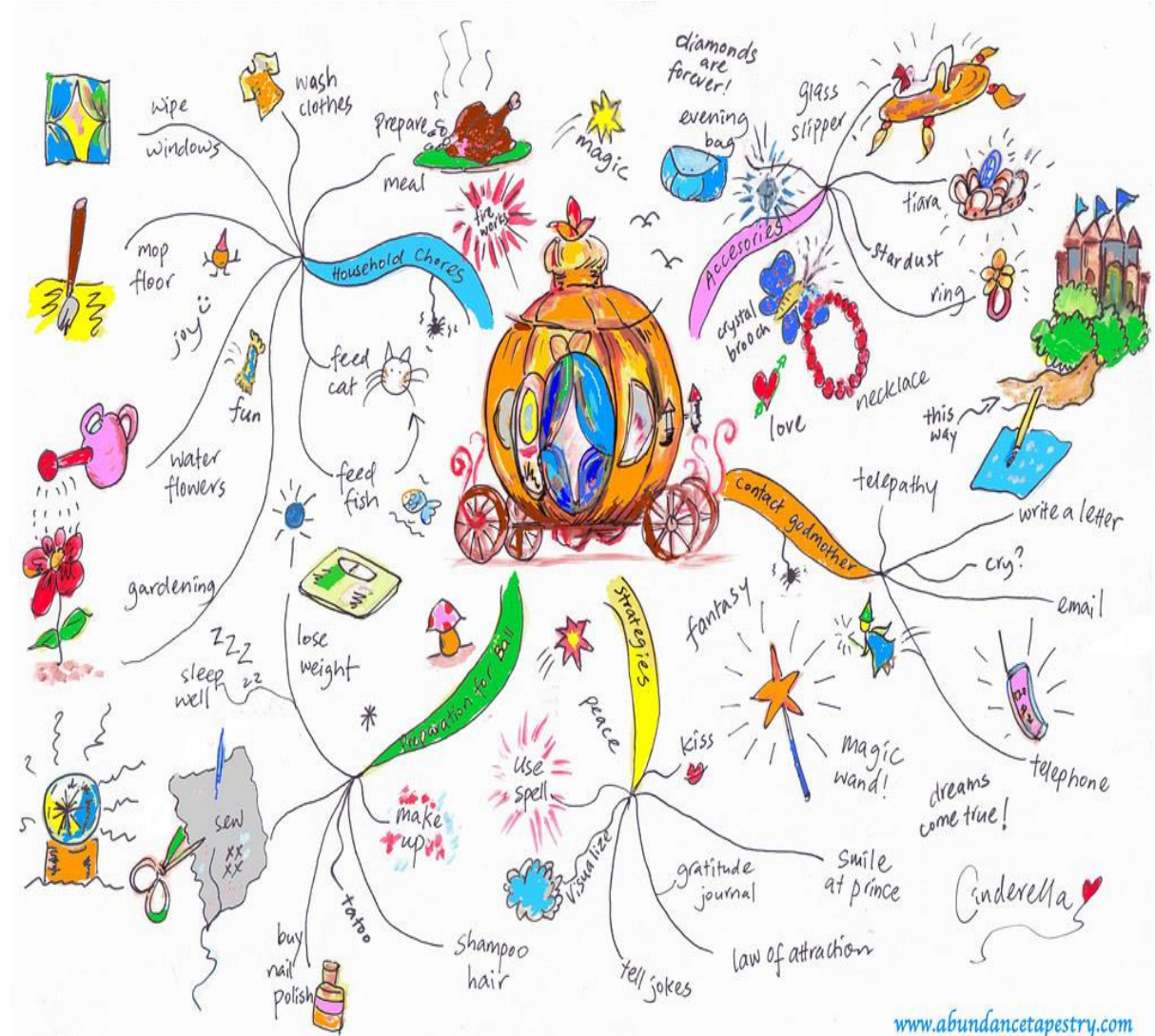
Learning Strategy of the Week:

Learning Strategy of the Week:

The Five Essential Characteristics of Mind Mapping:

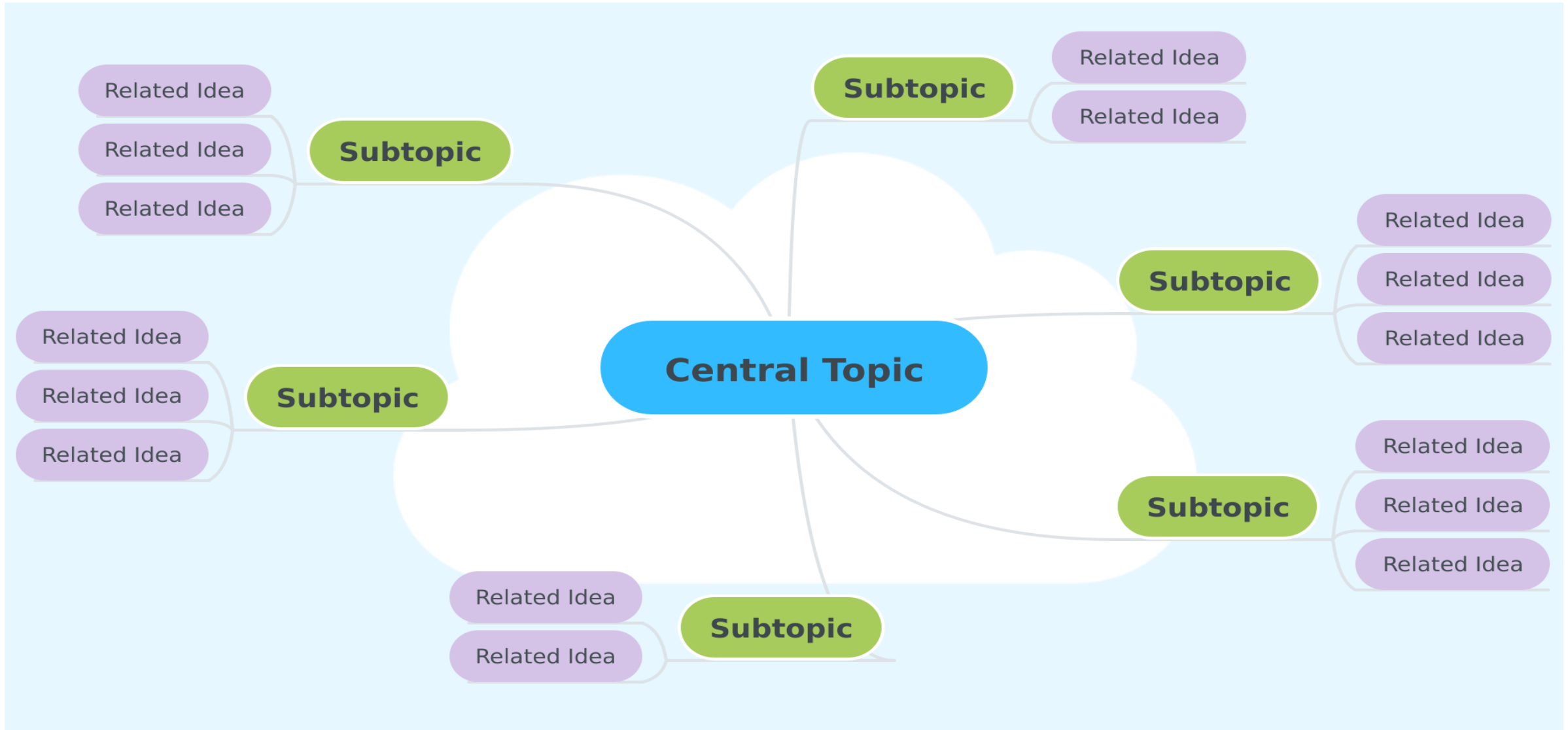
How to use it:

1. Make sure to use very short phrases
The main idea, subject or focus – put in the centre
2. The next main themes/ideas come out from the centre as 'branches'
3. The branches involve a key idea/image or key word drawn or printed with its line
4. Topics of lesser importance are shown as 'twigs' of the related branch
5. The branches form a connected circular structure



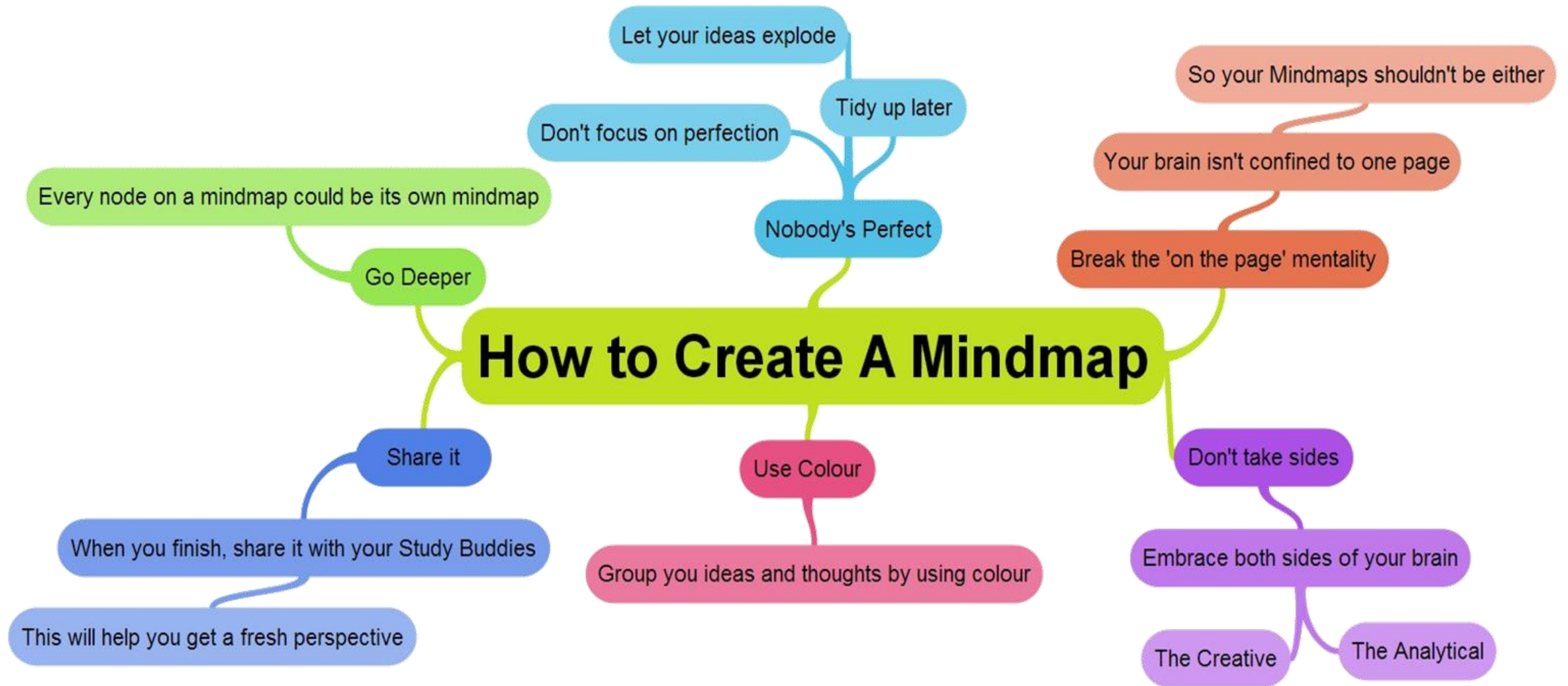
Learning Strategy of the Week:

Mind Maps

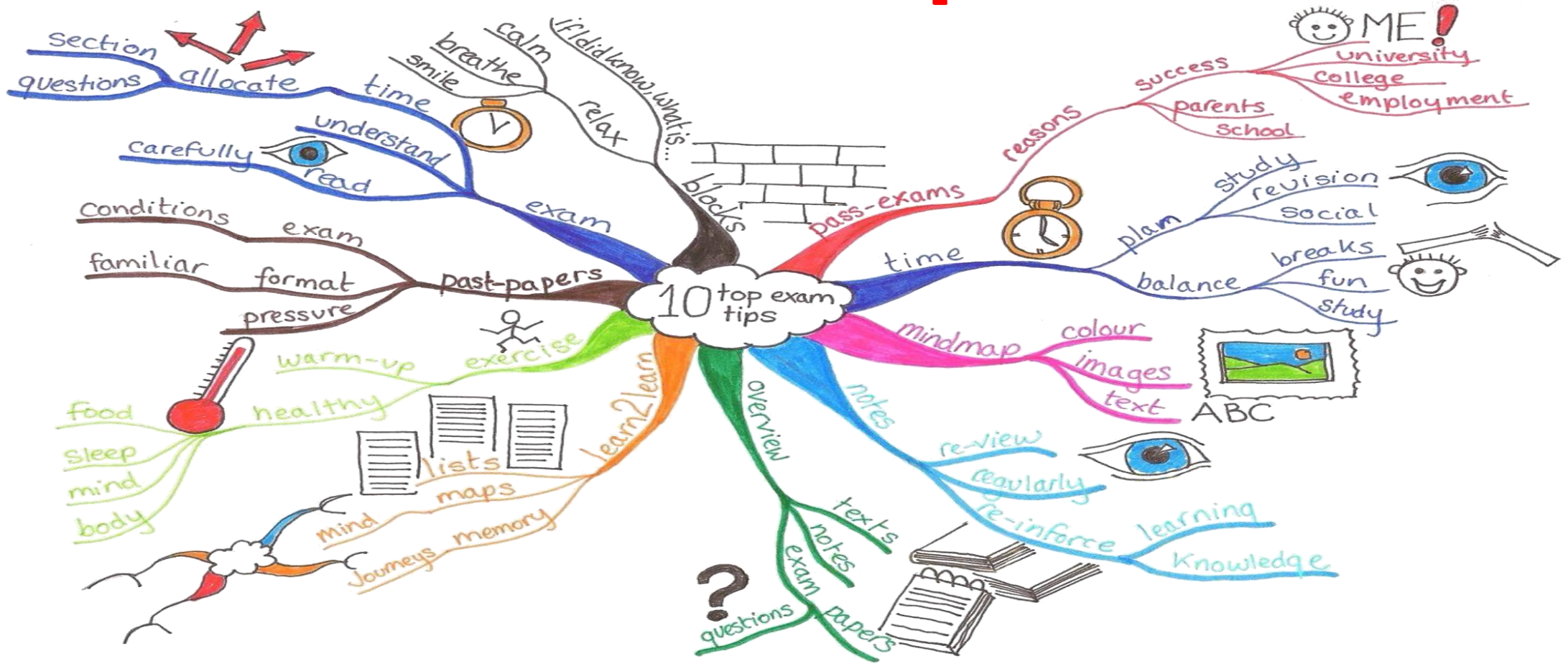


Learning Strategy of the Week:

Mind Maps



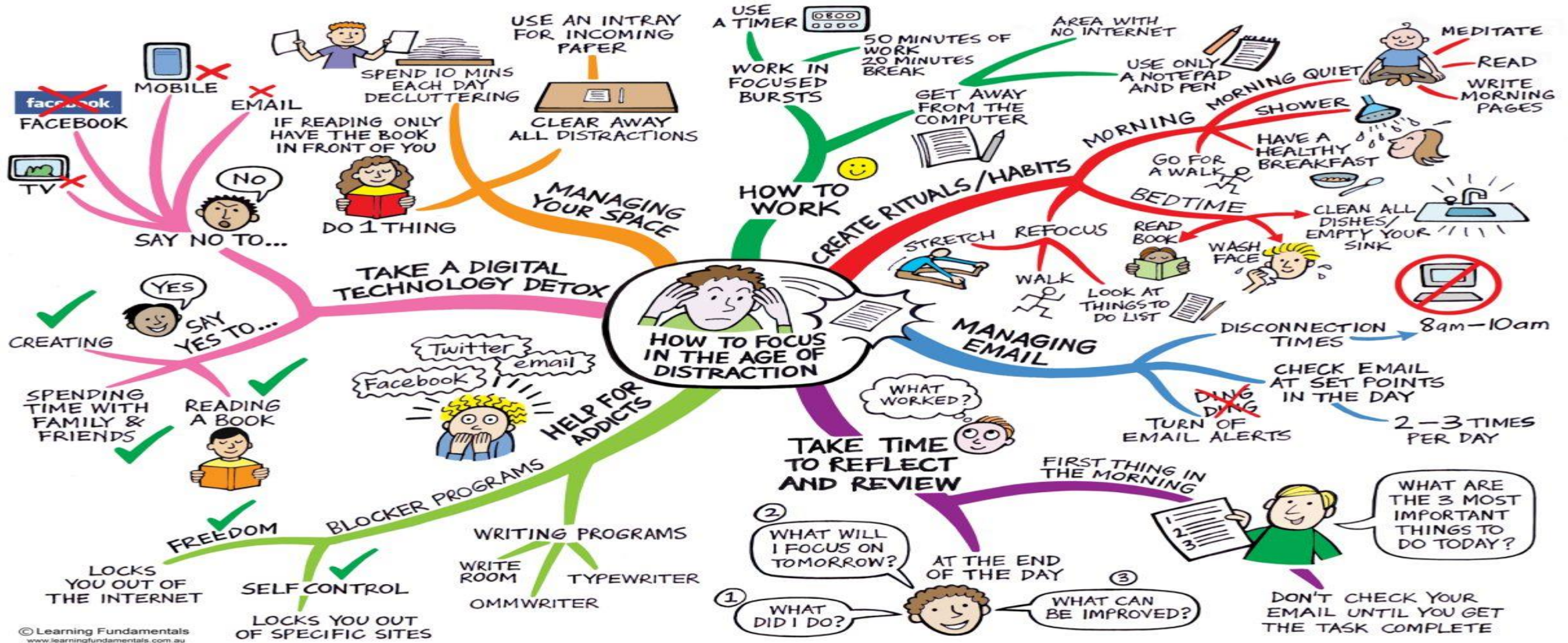
Learning Strategy of the Week: Mind Maps



Use colour to make it easy to remember...

Learning Strategy of the Week:

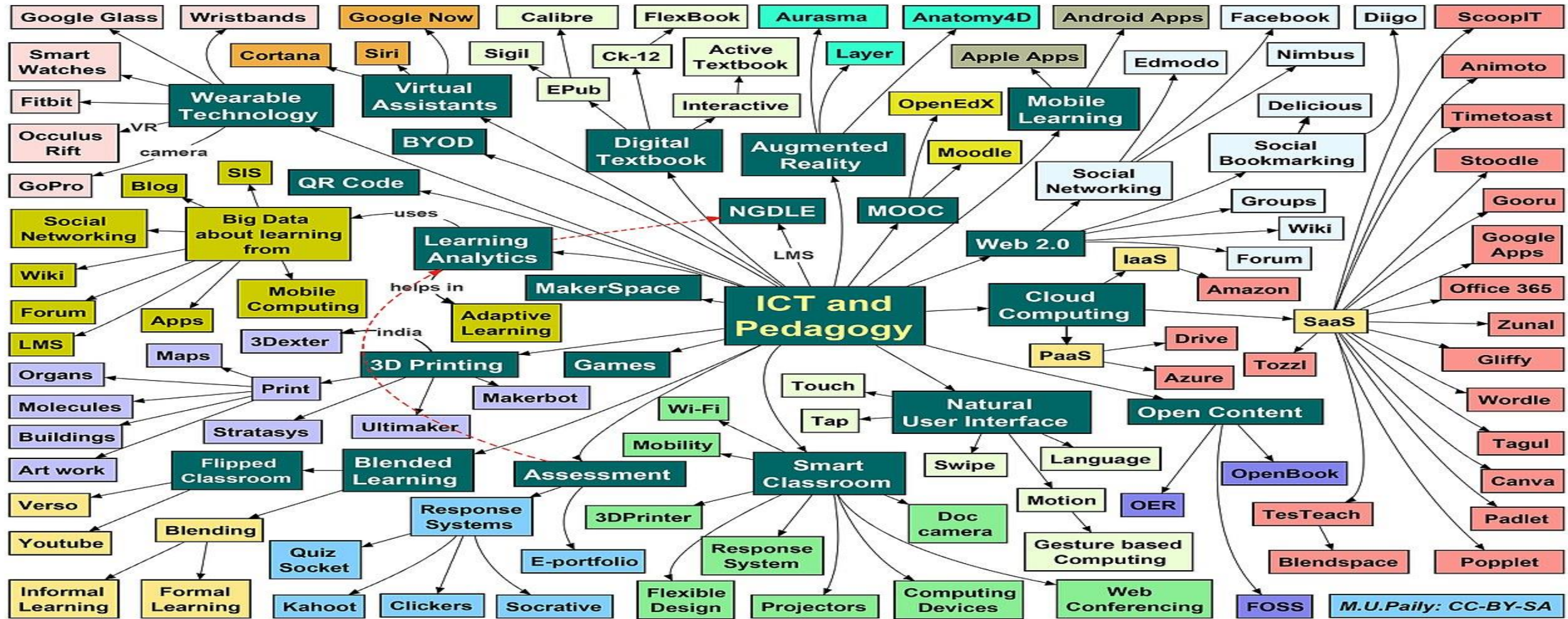
Mind Maps



Use pictures/diagrams to make it easy to remember...

Learning Strategy of the Week:

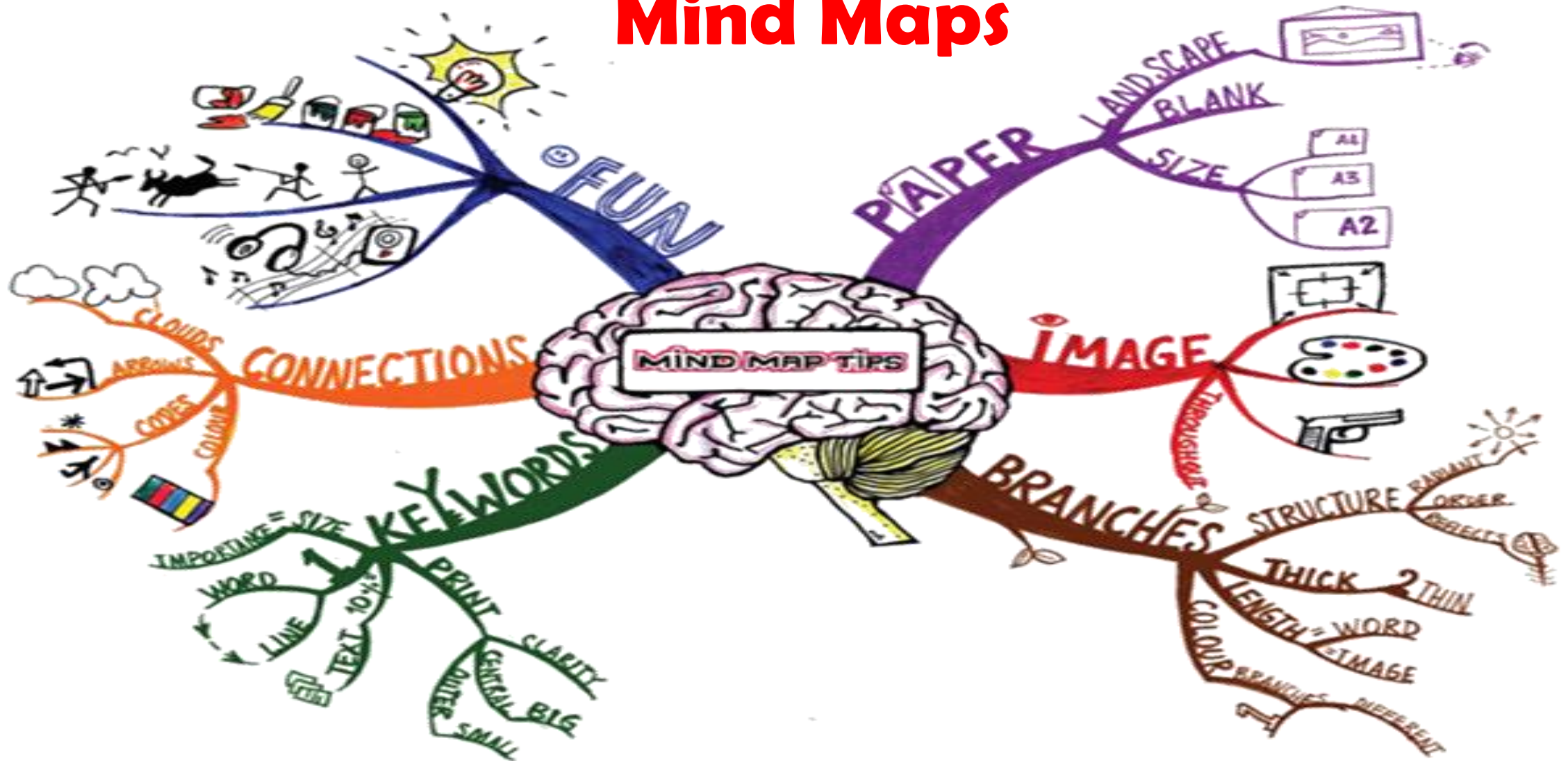
Mind Maps



Be careful it does not get too busy or difficult to read...

Learning Strategy of the Week:

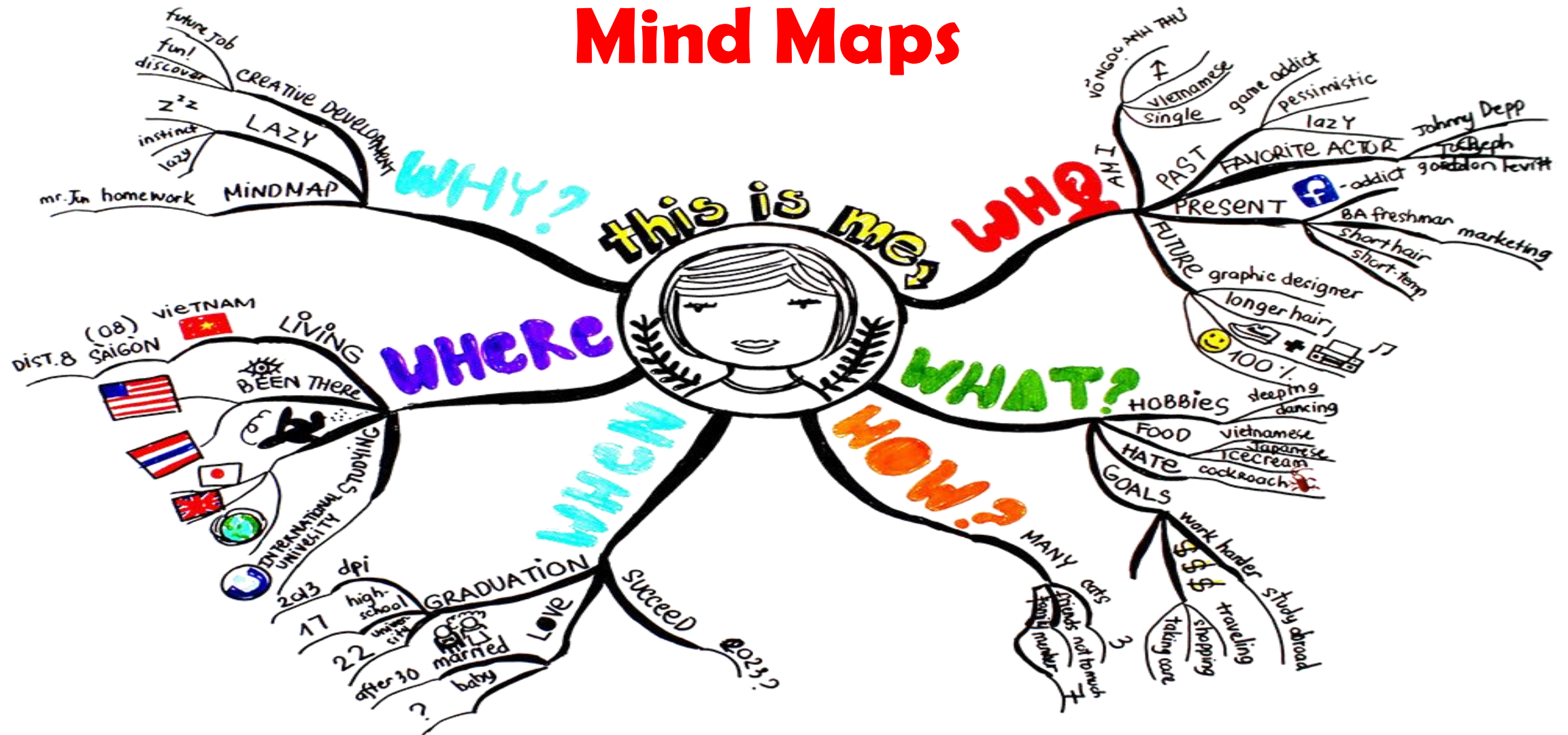
Mind Maps



Use keywords, use the paper in landscape and have fun...

Learning Strategy of the Week:

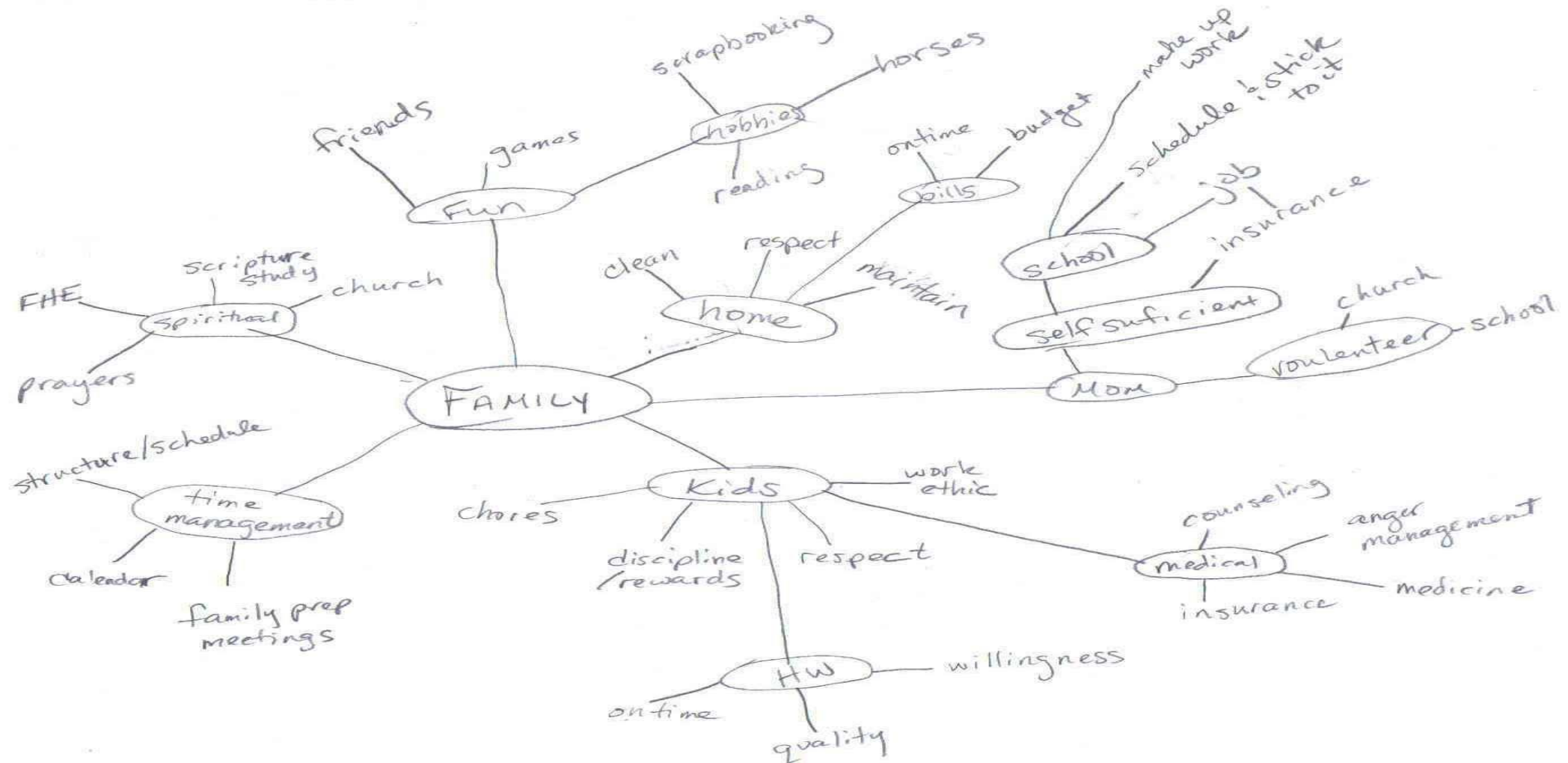
Mind Maps



Use 5Ws and 1H with a mind map to look closely at a topic...

Learning Strategy of the Week:

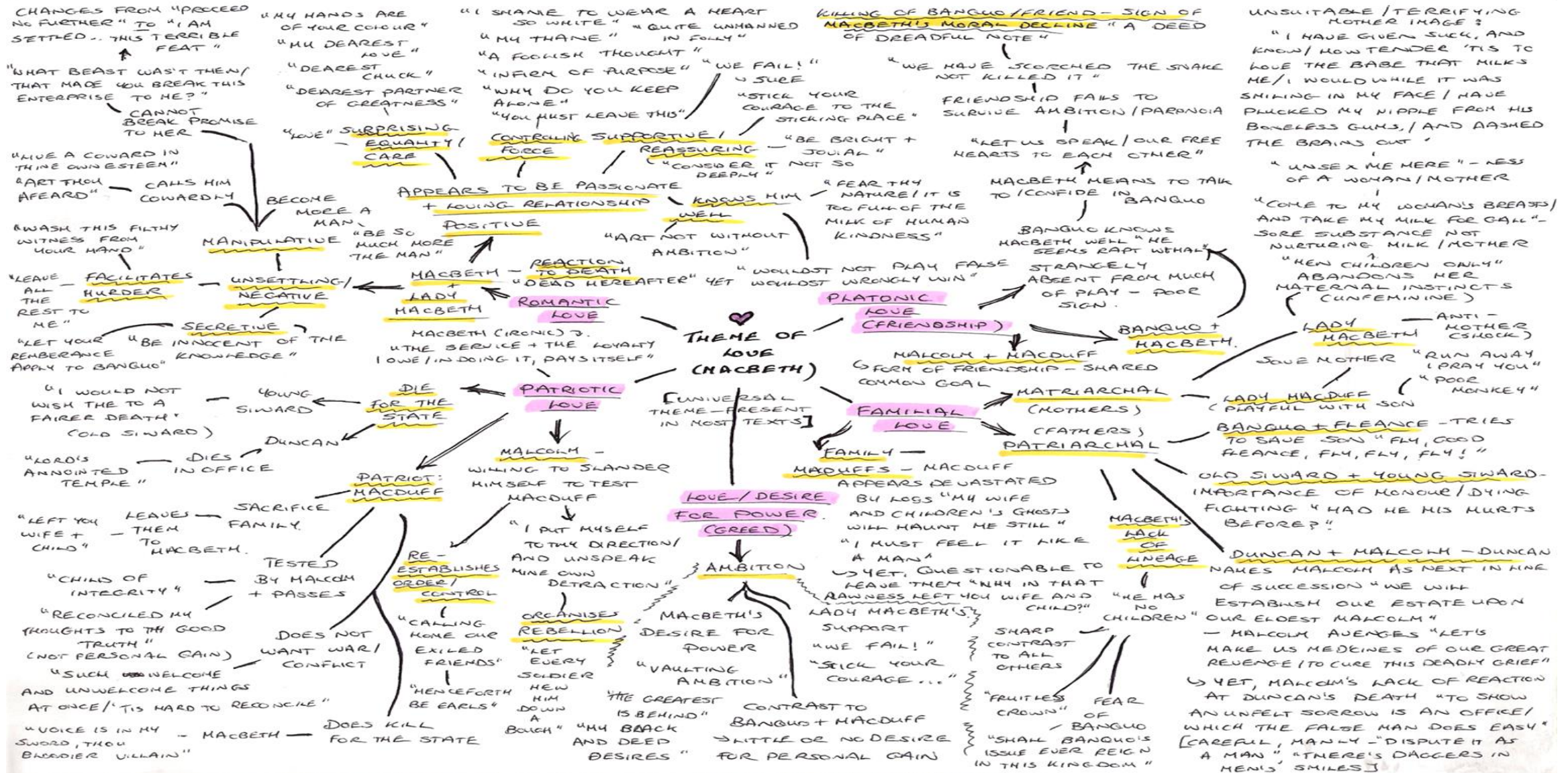
Mind Maps



Do what feels right to you, make it personal...

Learning Strategy of the Week:

Mind Maps



Learning Strategy of the Week:

Mind Maps

Features

- 1) Continuous process
- 2) Goal oriented
- 3) dynamic force
- 4) intangible force
- 5) group activity
- 6) pervasive
- 7) Multidimensional
 - mgt of work
 - mgt of people
 - mgt of operations

Nature

- 1) Art **EPB**
 - Existence of theoretical knowledge
 - Personal application
 - Based on creativity and practice
- 2) Science **PSU**
 - Universal Validity
 - Principles based on experimentation and obs.
 - Systematised body of knowledge
- 3) Profession **SEW RP**
 - Restricted Entry
 - Prof. Association
 - Ethical Code of conduct
 - Well defined body of knowledge
 - Service motive

Objectives

- 1) Organisational
 - Survival
 - Profit
 - Growth
- 2) Social
- 3) Personal

Nature And Significance of Management

Levels

- 1) Top
- 2) Middle
- 3) First line / operational Supervisory / lower

Functions

- 1) Planning **P**
- 2) Organising **O**
- 3) Staffing **S**
- 4) Directing **D**
- 5) Controlling **C**

Coordination Features

- pervasive
- continuous
- responsibilities of all managers
- integrates group ~~work~~ effort
- ensures unity of action
- deliberate function

Imp of Mgt Coordination

- Growth in size
- Specialisation
- functional diff.

Essence of Coordination

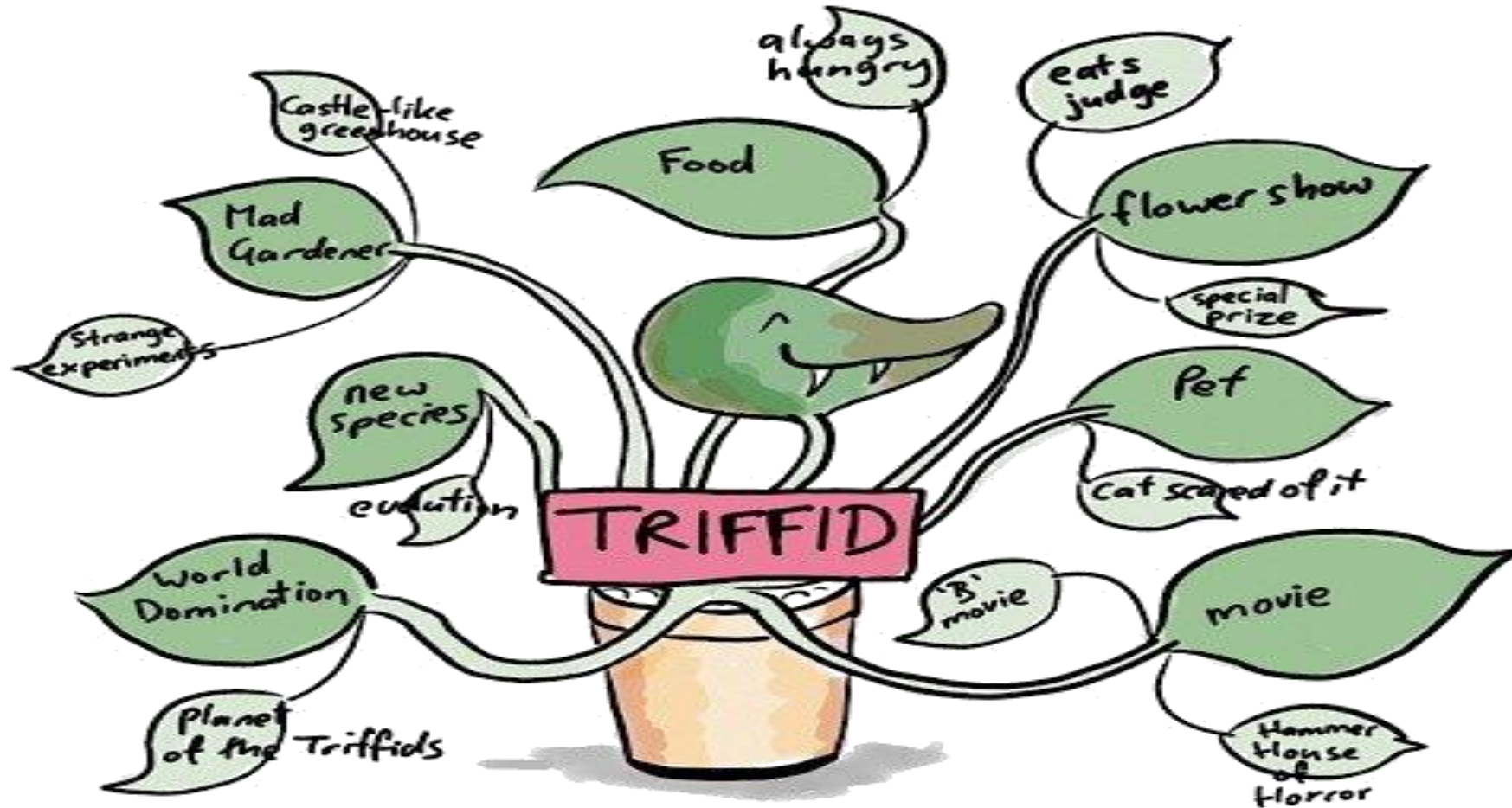
Imp of Mgt

- Helps in achieving personal
- Helps in achieving group
- ~~Helps in achieving~~ Development Society
- increase in efficiency
- ~~creates~~ Dynamic org.

DELTA Page No. _____ Date _____

Learning Strategy of the Week:

Mind Maps



Mind Maps are only limited by your imagination and effort!

Learning Strategy of the Week:

Mind Maps

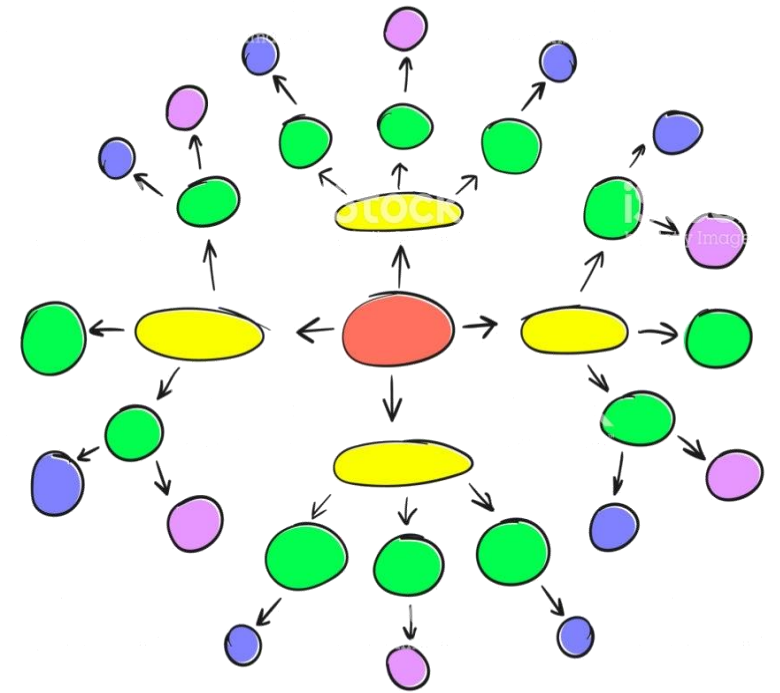
- **Great for:**

- Note taking
- Brainstorming (individually or in groups)
- Problem solving
- Studying and memorization
- Planning
- Researching and consolidating information from multiple sources
- Presenting information
- Gaining insight on complex subjects
- Logging your creativity

Learning Strategy of the Week:

Mind Maps

- There are a lot of programmes online that can help you create mind maps...
 - <https://www.mindmup.com/>
 - <https://www.mindmeister.com/>
 - <https://www.mindmapping.com/>
 - <https://www.prezi.com/>




THE BEAUTIFUL THING
ABOUT LEARNING
IS THAT
NO ONE CAN TAKE IT AWAY
FROM YOU.

BB KING

everything you

DON'T KNOW

is something



**YOU CAN
LEARN!**

ANYONE WHO HAS
NEVER MADE A
MISTAKE
HAS NEVER TRIED
ANYTHING NEW

Albert Einstein

