

Creating a Mind Map
Module 2
Exercise 2.1

With a Mind Map, you can easily transfer all the information stored in your memory onto a well-structured chart on paper. This technique makes it possible for you to think further than you would normally do. It allows you to see new relationships between different aspects and to work out creative solutions.

What you need:

- A set of coloured felt-tip pens
- A large sheet of paper
- A pen
- Imagination

1. Begin with a main subject:

Take the large sheet of paper and write the name of a main subject in the middle. This is the subject around which the Mind Map will revolve. Make a small drawing of this main subject. In this example, we will use a Mind Map that focuses on your personal skills. Write your name under the drawing. Always use colours when you're Mind Mapping. That makes the process much more fun for you – and also much more interesting for your mind!

2. Connect branches to the subject:

Choose a coloured felt-tip pen and draw a branch coming out of the middle picture. On this branch, write a word that is connected to your personal skills, such as 'communication skills'. Because this is all about your skills, you can also call the branch 'communicator'. Use other colours to draw some other branches, such as 'goals' and 'experience'.

3. Use one word for each branch:

You only need to use one word for each branch. A single word can trigger ideas better than groups of words or sentences. Make sure that all the branches are touching the picture in the middle so that the connection is also made in your mind. Using just one word for each branch also means that your Mind Map will be well-organised. And when your Mind Map is well-organised on paper, it will also be well-organised in your mind.

4. Connect sub-branches to the main branches:

You can now add sub-branches to the main branches that you just drew. Those sub-branches develop the theme further. For example, if you think you're good at organising, a Mind Map can take that further. But how do you show that you're good at organising and that you achieve good results? When you draw sub-branches, you can translate your skills into concrete actions

