

Mind Mapping Training

NDAS offers:

A practical one-day course on mind mapping.

Our course is applied. It does not cover any philosophical aspects of mind mapping (Tony Buzan argues mind mapping improves memory and learning).

This course is a must for everyone who:

- Facilitates meetings or brainstorming sessions
- Writes reports
- Develops concept notes
- Makes presentations
- Manages projects

All participants receive a free 30 day software trial and 2 Mind Mapping e-books.



Unlock your potential!

A smart offering from NDAS-Africa's SmartWorx.

SmartWorx - Work smarter!

SmartWorx is the brand name for Ntuthuko Development Advisory Services (NDAS) software training programme. The SmartWorx brand specialises in identifying the best user-friendly software for project management and builds skills in selected software. We promote efficiency and effectiveness through helping project managers work smarter.

Visit www.ndas-africa.org to learn about our other brands and services.

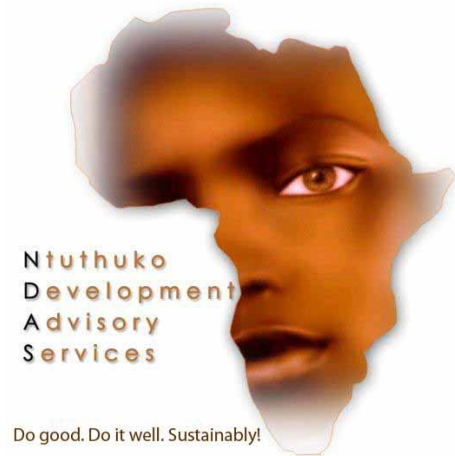
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Mind Mapping Training

*Unlock your creative mind.
Think outside the box.*

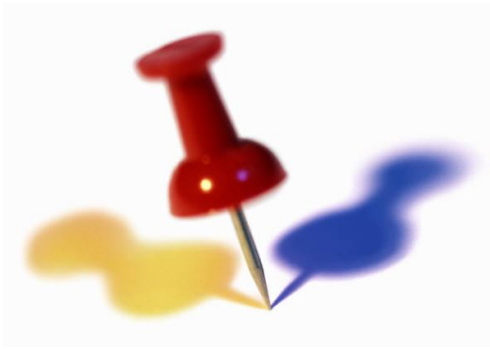


Ntuthuko
Development
Advisory
Services

Do good. Do it well. Sustainably!

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Unlock creativity and achieve rapid turnaround on your documents.

At NDAs we pride ourselves on rapid turnaround on clients documents. When we facilitate a process, we turn in process reports almost immediately.

True we work long hours. But we also are keen mind mapping software users and proponents.

Mind maps allow you to think freely and thus, more creatively. They are great for group brainstorming sessions. You allow ideas to flow and impose structure later on. Eliminate the greatest barrier to creative thought: early imposition of boxes/structure!

What is even more spectacular is that with one click you will have a Powerpoint presentation of your ideas. Another click and you have a Word report! Your participants can leave meetings with their action points in hand.

What is even more amazing is that anyone can learn basic mind mapping in an hour or less.

What is Mind Mapping?

A Mind Map is a visual tool for thinking, planning and note taking. The mind map consists of a central idea or issue around which other information is organized. Mind maps can be used to capture notes during brainstorming or meetings, preparing presentations or problem solving. Mind mapping was popularized by Tony Buzan.

At NDAS we make no claims about mind maps improving learning but we can vouch for what we have experienced and what our clients can attest to — improved sharing of ideas and rapid turnaround on documents.

What Mind Maps do...

Mind maps allow you to:

- Capture ideas as they emerge
- Organize the ideas
- Get an overview of the subject matter
- Save the time spent writing notes
- See connections between ideas
- Summarise information effectively

Mind Mapping Software..

There are a number of mind mapping software packages on the market. We use MindManager a programme that is suitable for results-based management because it interfaces well with Microsoft products (Word, Powerpoint, MS Project, and Excel).

What is more... we have successfully used the package with community-based organizations after a 30 minute introduction!

When you learn to mind map with MindManager you gain skills that can be applied in Results-Based Management..

The Training..

We provide 1 day training courses in mind mapping. The course is a practical hands-on course delivered on-site at the client's premises. At the end of the course participants are able to:

- Develop mind maps
- Export mind maps to other programmes
- Use maps to manage information.

Ntuthuko Development Advisory Services (NDAS) is a consultancy firm offering services to address the specific challenges of organizations in the development sector. Visit: www.ndas-africa.org

