

# Education Resource Pack



## **WELCOME TO THE MINDGENIUS EDUCATION RESOURCE PACK**

Welcome to MindGenius, the market-leading software for mind mapping, planning and managing projects for students, learners and managers in Education.

This Pack is designed to provide comprehensive information, guidance and help to a wide range of people who are going to provide, support, promote, teach or use MindGenius software within an Educational environment (such as Schools, Colleges and Universities).

Typically such people will be:

- IT / IS Technical and Support
- Marketing professionals (including Social Media)
- Students and Learners
- Lectures / Teaching Staff / Educators
- Effective Learning Advisers (ELAs)
- Assisted Learning Specialists
- Management and Leadership
- Planners and Project Workers / Managers

We have included a section in this Guide for all of the above stakeholder types /personas with guidance and tips on:

- What MindGenius is
- How MindGenius helps in the various aspects of Education
- Hints, Tips and Advice on applying and using MindGenius in various aspects of education e.g. learning, teaching, planning, projects and management
- Links to appropriate MindGenius collateral to dip into and “pick n mix” depending on your role and interface with MindGenius and / or MindGenius users

Thank you for choosing MindGenius, we are sure it will be of great benefit to you, please get in touch if we can help in any way.

***The MindGenius Team***

## WHAT'S IN THIS GUIDE?

1. What is MindGenius?
2. MindGenius for Education
  - *Colleges and Universities*
  - *Schools*
  - *Students*
  - *Assisted Learning*
  - *Management*
  - *Project Workers & Managers*
3. Guidance on How To Use MindGenius
4. Education Case Studies (“Academic Stories”)
5. Guidance For Promoting and Supporting MindGenius
6. Collateral
7. Technical & Support

## 1) WHAT IS MINDGENIUS?

MindGenius is tried and tested mind mapping, planning and project management software having been available to the Education Sector globally since 2001.

MindGenius contains specific resources created with Education and Learning in mind and is used for:

- Study
- Collaborative Learning
- Projects
- Research
- Thesis Planning
- Reports
- Assisted Learning

A core strength of MindGenius is the ability to brainstorm and capture ideas, either individually or in a group, and create a visual representation.

Visualising ideas in this way helps build understanding on any topic and is a good basis for essay, dissertation and report frameworks.

MindGenius also contains functionality to help with studying and managing tasks and projects.

## 2) MINDGENIUS FOR EDUCATION

Since 2001 MindGenius has been used extensively in schools, colleges and universities, by students, teachers, lecturers, staff and management for studying, collaborative learning, research, theses and dissertation planning, report writing, task management, projects and many other challenges, tasks and activities.

This part of the Guide explains the use of MindGenius for different aspects and within varied disciplines within Education.

Please browse the relevant sub-sections below:

- Colleges and Universities
- Schools
- Students
- Assisted Learning
- Management
- Project Workers & Managers

### Resources for your use:

“What Is MindGenius” (Education)  
*An Introduction for Effective Learning Advisers (ELAs) & Assistive Technology Specialists (1 Page pdf)*

## COLLEGES AND UNIVERSITIES

MindGenius helps students and lecturers improve study and research techniques, assists with creating stimulating collaborative learning sessions and helps with the management of projects.

- aids the brainstorming process at the start of any project or piece of work
- offers a dashboard to gather and collate research data
- create skeletal frameworks for essays and reports and easily identify any gaps
- helps improve memory recall for study
- visualise stages and tasks required to successfully deliver projects
- produce presentations, essays and reports directly from MindGenius maps
- offers a visual focus for class discussion and encourages peer-to-peer learning
- helps develop creative thinking skills

### Resources for your use:

**“MindGenius Mind Mapping Software University Uses” (pdf)**  
*(View our pdf which gives an overview of MindGenius uses in Universities and Colleges, along with additional sample maps)*

**“Mind Mapping Software for Colleges and Universities” – Map Gallery (website page)**  
*(Take a look at our Map Gallery to view maps created by students and staff in Colleges and Universities)*

## SCHOOLS

MindGenius can be used throughout your school, for study, collaborative learning sessions and to help manage all tasks and projects

- supports personalised learning to complement different learning styles
- motivate students to get involved in class discussion when used with a whiteboard
- gather and organize information generated in class and use as hand-outs or study guides
- produce and refine lesson plans
- helps students develop creative thinking skills
- presentations, essays and reports can be created directly from MindGenius maps

### Resources for your use:

**“Essential Guide for Schools” (pdf)**  
*(View our “Schools Uses” pdf for more information on how MindGenius is used in schools)*

**“Mind Mapping Software for Schools” – Map Gallery (website page)**  
*(Take a look at our Map Gallery to view maps created by students and teachers)*

**“Mind Mapping Software for Study” Video**  
*(View our short video, where a school student explains how he uses MindGenius for studying)*

## STUDENTS

Use MindGenius to create quick and effective study notes, undertake thorough research and comprehensively plan and manage your projects. Whether it's your dissertation or thesis, or a class project, you will be able to capture, visualise and manage all of the information you need to work with.

- summarise a topic or a course in a visual format that helps you to build understanding
- improve memory recall by adding colour and pictures
- recognise relationships between ideas
- gives you a visual platform to collate and group information from different sources
- recognise quickly and easily the areas you have covered and what you still need to do
- presentations, essays and reports can be created directly from MindGenius maps

### Resources for your use:

**“Mind Mapping Software for Students” – Map Gallery (website page)**  
*(Take a look at our Map Gallery to view maps created by students)*

## ASSISTED LEARNING

MindGenius is ideal for learners with Assisted Learning needs and can be used to support students with course work, literacy and developing strategies to cope with specific Assisted Learning difficulties.

- the process of building a map and disseminating information can help build understanding on any topic
- can be used to help classify information and work out the information to be included in essays and projects
- ability to add colour and graphics aids memory recall for all students
- good motivating tool for those who do not enjoy writing
- allows students to see all the information in context, with words, pictures, links etc.
- supports personalised learning to complement different learning styles

### Resources for your use:

“Mind Mapping Software for Assisted Learning” – Map Gallery (website page)  
*(Take a look at our Map Gallery to view maps created in Education)*

## MANAGEMENT & LEADERSHIP

MindGenius helps staff and management in Colleges and Universities capture ideas, visualise information, reach well-informed decisions, plan thoroughly, produce presentations and reports, assign and manage tasks and activities and manage projects more effectively.

- aids the brainstorming process at the start of any strategy, plan, project or piece of work
- offers a dashboard to gather and collate research data
- create skeletal frameworks for essays, reports and plans and easily identify any gaps
- visualise stages and tasks required to successfully deliver projects
- produce presentations, essays and reports directly from MindGenius maps

### Resources for your use:

“Mind Mapping Software for Colleges and Universities” – Map Gallery (website page)  
*(Take a look at our Map Gallery to view maps created by students and staff in Colleges and Universities)*

“MindGenius Mind Mapping Software – University Uses” (pdf)  
*(View our pdf which gives an overview of MindGenius uses in Colleges and Universities, along with additional sample maps)*

## PROJECT WORKERS & MANAGERS

MindGenius can be used to plan and manage projects of all sizes, helping you to gather requirements, visualise a project’s scope, create Gantt charts and much more.

**Initiate** - Quickly kick-start projects, gather requirements and gain buy-in with a visual planning tool that encourages interaction and brings clarity to project planning.

**Plan** - Seamlessly translate ideas and requirements into actionable and adaptable project plans, driving momentum through the project scoping and planning stages.

**Manage** - Manage, monitor and control projects with visibility and flexibility, while integrating with your existing tools and processes.

Use MindGenius to quickly capture ideas and information during project brainstorming sessions:

- Can be used as an alternative to whiteboards and flip charts
- The visual layout of information encourages interaction and provides clarity
- Apply to gathering requirements, identifying project risks and problem solving activities

The MindGenius map structure is ideal for visualising the scope of your projects:

- Clearly see and communicate the scope of your project
- Discover links, gaps and insights that a linear list of tasks can't provide
- Navigate large projects using the unique map explorer

Automatically create Gantt charts from your MindGenius maps without re-typing information:

- Switch to the integrated Gantt view
- Assign resources, dates and estimates
- Sequence the project activities and add task dependencies and constraints
- Identify project milestones and critical path
- Manage under and over allocation of resources
- MindGenius maps can be exported to automatically create MS Project or MS Excel plans

Automatically create project reports from the data contained in your maps:

- Project status overview
- Project milestones
- Project summaries (% Complete, No. of Tasks, Chart)
- Tasks report (Completed, Due, Overdue)

#### Resources for your use:

**“Bring Simplicity & Clarity to Project Management”** (website page)  
*(How MindGenius can simplify and improve your project management process)*

**“The Six Step Guide to Practical Project Management”**  
*(Download our free e-book that provides a simple yet effective 6 steps to manage Projects)*

## 5) EDUCATION CASE STUDIES: ACADEMIC STORIES

MindGenius have been the leading mind mapping, planning and project management software in Education since 2001. The uses and applications are wide and varied – from students and learners, through to staff, departments, and management.

Many of our education customers have been happy to share their stories of the uses and successes they've had with MindGenius – a few of these stories (or Case Studies”) are in the “Education Stories” section of our website (see link below), please browse and see for yourself the proof that MindGenius works...

#### Resources for your use:

**“Academic Stories”** (website page)  
*(Stories / Case Studies from some of our education customers outlining their use of, and success with, MindGenius)*

## **GUIDANCE ON HOW TO USE MINDGENIUS**

This section provides details on a variety of resources available to MindGenius Users, those who support users and those who promote MindGenius to its potential audience. There are a variety of formats and can be selected on an “as required” basis depending on need.

### **“How To” Guides:**

“Getting Started” pdf document

MindGenius User Guide – pdf document

### **Videos:**

What Is MindGenius

Getting Started with MindGenius

Brainstorming with MindGenius

Presentations with MindGenius

### **Additional Videos on YouTube Channel:**

MindGenius YouTube Channel

“Introduction to MindGenius”  
(Webinar Recording)

“MindGenius for Managing Projects” (Webinar  
Recording) (15 mins)

### **“How To” Guides:**

“Getting Started” pdf document

MindGenius User Guide – pdf document

### **Videos:**

What Is MindGenius

Getting Started with MindGenius

Brainstorming with MindGenius

Presentations with MindGenius

### **Additional Videos on YouTube Channel:**

MindGenius YouTube Channel

“Introduction to MindGenius”  
(Webinar Recording)

“MindGenius for Managing Projects” (Webinar  
Recording) (15 mins)

“Brainstorming with MindGenius” (Webinar  
Recording) (20 mins)

“Projects – Planning for Success” (Webinar  
Recording) (20 mins)

MindGenius for iPad (2 mins)

Mind Mapping Software for Study (2 mins)

Education Fundamentals with MindGenius Mind  
Mapping (7 mins)

### **Map Gallery (Education Sample Maps):**

Mind Mapping Software for Colleges and  
Universities – Map Gallery

Mind Mapping Software for Schools  
– Map Gallery

Mind Mapping Software for Students  
– Map Gallery

Mind Mapping Software for Assisted Learning  
– Map Gallery

## 6) USEFUL COLLATERAL TO PROMOTE AND SUPPORT MINDGENIUS

This Resource Pack is designed to provide as much information as possible for a wide audience-type within schools, colleges and universities. As such all the information can be accessed and used on an individual situation / needs basis.

For instance, if you only require a short “one-page” introduction to MindGenius, the one-page **“Introduction to MindGenius” pdf document** is all you might need.

As another example, if a Student has installed MindGenius and is looking for Guidance on how to get started and using MindGenius, you might want to send them, for example, the **“Introduction to MindGenius” pdf document** and also point them to the **How to Get Started Video**.

The Index below details and links all the collateral available to anyone who wishes information to promote, support or use MindGenius.

Just dip in and “pick and mix” as you require!

### DESCRIPTION

**An Introduction to MindGenius for Education**  
*1 page pdf designed for Effective Learning Advisers (ELAs) and Assistive Technology specialists*

**MindGenius Mind Mapping Software for Education**  
*Website page providing a brief introduction*

**Getting Started With MindGenius Video**  
(2 mins)

**Getting Started pdf**  
*Short 2-page pdf document showing how to get started*

**“Essential Guide for Schools” pdf**  
*20-page guide on how MindGenius is used in schools*

**MindGenius Mind Mapping Software – University Uses**  
*41 page guide (pdf)*

**MindGenius Mind Mapping Software – Uses In Schools**  
*21-page pdf guide on uses for MindGenius in schools*

**Mind Mapping Software for Colleges & Universities – Map Gallery**  
*(Website page displaying maps created by students and staff in Colleges and Universities)*

**Mind Mapping Software for Schools – Map Gallery**  
*Website page displaying maps created by students and teachers in schools*

**Mind Mapping Software for Students – Map Gallery**  
*Website page displaying maps created by students*

**Mind Mapping Software for Assisted Learning – Map Gallery**  
*Website page displaying maps that have been created in Education*

**Case Studies (“Academic Stories”)**  
*Stories / Case Studies from some of our education customers outlining their use of, and success with, MindGenius*

**Mind Mapping Software & Different Learning Styles**  
*an article by a Pupil Support (Learning) Teacher*

**Using Mind Mapping for Studying**  
*an article by a University Student*

**Visually Engaging Students (KWL Approach)**  
*an article on engaging students in learning*

**MindGenius Newsletter Articles**  
*a selection of articles on general use and application of MindGenius in everyday situations*

**Short “How To” Guides on a range of MindGenius functions and features to get the best out of it**  
*Please browse the Index of MindGenius Newsletter articles to view “How Tos” for various functions*

## 7) TECHNICAL AND SUPPORT

### 7A OBTAINING MINDGENIUS

MindGenius is commercially available initially as a FREE full-product 30-day evaluation.

<http://www.mindgenius.com/Education.aspx>

After the 30-day trial period, MindGenius can be unlocked by purchasing a licence direct and / or by activating the product using the purchased Licence Unlock Codes.

MindGenius **preferential Academic Pricing** is available to educators and learners on schools, colleges and universities. See [our Pricing page](#) for information about pricing.

**School Site Licences** are available – please contact [info@mindgenius.com](mailto:info@mindgenius.com) for more information.

**Colleges and Universities – Special Site Purchase Terms** are available to Institutions of Higher and Further Education, Specialist Colleges and Research Councils in the UK and Rep of Ireland. This is a Site Purchase Agreement and is a formal Agreement between EDUSERV and MindGenius Ltd. Visit the [EDUSERV website](#) for pricing and ordering details.

Benefits:

- Pricing through EDUSERVE (Chest Agreement) is up to 50% lower than standard academic pricing
- A one-off payment offers universities and colleges a site-wide perpetual licence to the software and includes 12 months of support and minor product upgrades
- 3-Year annual term licencing is also available, including: Home Use Rights, major product upgrades, and support

### 7B MINDGENIUS SUPPORT & CONTACT DETAILS

MindGenius provides free online Support during your product evaluation period and after you have purchased to ensure that you get maximum return on your investment.

Ask us any question, our Support Desk is there to answer any technical questions that you have and to help you get the most out of using MindGenius.

Please check our [Frequently Asked Questions](#) for the quickest response before contacting our [Support Desk](#).

General Enquires: [info@mindgenius.com](mailto:info@mindgenius.com) or call +44 (0) 1355 247 766

### 7C MARKETING AND SOCIAL MEDIA

Should you wish to promote or publicise MindGenius and require official collateral such as branding images, logos, etc, please contact our Marketing Team direct at: [info@mindgenius.com](mailto:info@mindgenius.com)

You can find us on the following social media and internet channels:

[Facebook](#) / [LinkedIn](#) / [Twitter](#) / [YouTube](#)

## 7D MINDGENIUS FOR IPAD

MindGenius for iPad is the perfect tool for capturing information on the go.

Use it for taking notes in meetings and seminars, creating quick to do lists, and anywhere else you require a fast, intuitive method to collect ideas and information and think things through.

MindGenius for iPad can help you improve your personal productivity and is 100% compatible with MindGenius for PC. Open maps created in the desktop version and vice versa.



## Highlights

- Simple gestures to add and move branches, allowing you to quickly capture and structure your thoughts.
- Use Output Tree or Map diagram layouts.
- Add multiple branches without interruption, initiate Add branch to access the keyboard then simply Type and select '+' to add multiple branches.
- Includes the unique MindGenius Map Explorer which allows you to focus in on any branch in your map to expand and add more detail.
- Pan mode, extends the navigation capability of the map explorer while browsing large maps.
- 100% compatible with MindGenius desktop version; Notes, categories, resources, pictures and action properties are all retained.
- Send maps between the desktop and iPad using Dropbox integration or email.

[Download MindGenius for iPad from the Apple App Store.](#)

***Click [here](#) to view screenshots of MindGenius for iPad***

## 7E ABOUT MINDGENIUS LTD

MindGenius Ltd has been producing mind mapping software since 2001 that allows users to capture, visualise and use the information within their businesses.

From its inception MindGenius focused on aiding key business processes such as brainstorming, meetings, and task and project management.

MindGenius Ltd:

- Producing reliable and robust Mind Mapping Software since 2001
- Helping individuals and teams capture, visualise and use their project ideas and information
- Worldwide customer base of over 600,000 users
- The leading choice for business mind mapping software
- Privately owned with 20 years software development history
- Customers from individuals to large Corporate Enterprises, Fortune 500 companies, and Education establishments
- In-house customer service and IT support
- Full suite of professional client development services
- Microsoft Certified Partners