

Skills Summary

Working with Skills Summary

Introduction to digital tools: Mind mapping

Exploring MindMeister

[Throughout the video, the person/narrator is showing different parts of the online MindMeister tool (www.mindmeister.com) interface.]

MindMeister is an online mind mapping tool that you can use to visualise, share and present thoughts in a collaborative way.

Let's start by creating a MindMeister account. You will need to verify your email address and then you can log in and start using MindMeister.

This is a free mind mapping tool that allows for colourful and interactive projects.

Once you've signed up you will arrive at the homepage. In the top right-hand corner, you can edit your account or change your account background. But we're going to focus on making a mind map. There are templates you can follow and the "Aligned" design works well for this activity. There is a 'getting started' tool that you can explore and it will help you make the most of MindMeister. So we will start by creating a title: Skills Summary. You can change the colour of the word bubble, font or background by using the tools on the right-hand side. Here you can also change the word bubble design font size, add emojis, images, videos, attach files and more. To understand the function of a button, you can hold your mouse over the button or the symbol, and it will display a label after a second or two. By clicking the plus sign in the top taskbar, we can start to add work bubbles attached to the highlighted one. We are going to label these with the different skills of Skills Summary. Let's start by doing six for this example (Adaptability, Entrepreneurship, Drive and Resilience, Communication, Ethics and integrity, Problem-solving). Here is where you would watch the skill video on Skills Summary with the young people you're working with, and then discuss the skill. For example, Ethics and integrity. You can fill out the mind map more with what is discussed, for example, strengths, examples of the skill or how a young person is considering improving on this skill. Using the 'Add relationship' button on the taskbar, you can also link word bubbles where discussion and skills might have overlap. Finally, you can add comments to the word bubbles via the speech button on the right-hand

side. For example, you can leave a final message for your group or make a note of where you've finished, for the next time.