**Training Fiche Template**

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| Title | Classroom management: keeping the audience involved within the virtual classroom - Mind maps, the basics |
| Ref. DigCompEdu  | Area 1: Professional Engagement |
| Keywords (meta tag) | Mind maps; Concept maps; Digital tools; Content design;  |
| Language | English |
| Objectives / Goals / Learning outcomes | The learner:1. **identifies** mind maps characteristics and main applications;
2. **recognises** the differences in structure and use between mind and concept maps;
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| Description | Organising ideas to discuss a topic is difficult, but even more challenging is planning, designing or making decisions by co-operating with several people: it takes technique and organisation.That is why various tools and procedures have been proposed over time: in this course we focus on mind maps.We figure out their characteristics and areas of use, and learn to distinguish them from concept maps, with which they are often confused. |
| Contents arranged in 3 levels | 1. Mind Maps
	1. How difficult is it to gather ideas?
	2. Evaluate your effort...
	3. Presenting oneself with a “map”
	4. The elements of Buzan's map
	5. Try it out
	6. Mind maps in brief
2. Mind maps vs conceptual maps
	1. Does this look like a mind map?
	2. Mental and conceptual maps compared
	3. Differences in detail
	4. Concept maps in brief
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| Self-evaluation (multiple choice queries and answers) | **Unit 1 Mind Maps Test****1. Why are mind maps called graphic tools for representing ideas?** (2 correct answers)* Because they lighten the work by harmonizing the rational aspect of classification and hierarchy, with the creative and expressive one.
* Because they visually represent how in our minds we group and link concepts hierarchically.
* Because they take advantage of colors and images to facilitate associations and stimulate reasoning.
* Because they allow us to indulge our mind's tendency to "jump" from one concept to another in an order that is not linear.

**2. For which of the following problems is it not advantageous to make use of a mind map?** (1 correct answer)* Define the content of the next physics lesson.
* Plan the renovation of the bathroom.
* Describe how library loan procedures work.
* Evaluate the pros and cons of new software.
* Take notes during history class.

**3. What do the lines represent within a mind map?** (1 correct answer)* The associations between concepts.
* The relationships between concepts.
* The hierarchy of concepts.

**4. Problem solving is one of the activities that benefits most from the use of mind maps. Which of the strengths of mind maps are specifically useful to it?** (2 correct answers)* Understanding of the problem
* Stimulation of attention
* Memorization of the problem
* Generation of new ideas
* Synthesis of the problem

**Unit 2 Mind maps vs conceptual maps Test****1. Which of the following characteristics relate to concept maps?** (2 correct answers)* Occasionally they may have hierarchical cross-links between concepts.
* They are focused on the relationships between concepts.
* Links between concepts are relationships that are not necessarily hierarchical.
* They are particularly useful for tasks that require classification and hierarchy of concepts.
* They generally have a radial structure around the center.

**2. You have to support the analysts who will have to design the new computer application for the teaching activity...****You want to get a rough idea of managed entities and activities. What tool is best for you to use?** (1 correct answer)* A mind map.
* A concept map.
* Indifferently either map.
* A mind map or conceptual map depending on what you want to focus on.

**3. You have to support the analysts who will have to design the new computer application for the teaching activity...****You want to illustrate processes and operational details. Which tool is best for you to use?** (1 correct answer)* A mind map.
* A concept map.
* Indifferently either map.
* A mind map or conceptual map depending on what you want to focus on.

**4. You have just read a very interesting article about progress in nuclear fusion. You would like to fix the ideas by helping yourself with a map. What tool would be best for you to use?** (1 correct answer)* A mind map.
* A concept map.
* Indifferently either map.
* A mind map or conceptual map depending on what you want to focus on.
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| Toolkit (guidelines, best practices, checklist, lessons learned…) | Name  | Digital Mind Maps - Tools sheets |
| Description | A PDF document brings together the **product sheets for 5 of the many mind-mapping software tools**: GitMind, MindManager, MindMeister, Mindomo and XMind.Recorded features/information, based on the tests carried out in November 2022, include: Site, contact and tutorials linksSupported platformsAvailable subscriptions / free versionImport/Export file formatsElements that can be associated with nodesManagement of sharing/collaborationEvaluation of graphics, interface and relevant features |
| File name | RESET\_PR3\_IALFVG\_TOOL\_Classroom management\_EN |

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| Resources (videos, reference link)  |  |
| Related material |  |
| Related PPT | RESET\_PR3\_IALFVG\_Classroom Management-mind maps\_ppt\_EN |
| Bibliography  | Giglioli, A., & Collinassi, G. (2011). *Le mappe per apprendere.* Bologna: Luca Sossella.Gineprini, M., & Guastavigna, M. (2004). *Mappe per capire. Capire per mappe.* Roma: Carocci. |
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