

Mind Maps – Key Learning

DO THIS FIRST

Use the **Key Learning Presentation** to complete this key learning. You **MUST** read through the presentation to get the right answers.

Write your answers in the spaces provided.

Part One: What are Mind Maps?

1. Describe what a mind map is.

[2 marks]

.....

.....

.....

2. At what stage in the production process will a mind map be produced?

[1 mark]

.....

3. Identify **four** purposes of using mind maps as a pre-production document (reasons why are they used)

[4 marks]

1.

2.

3.

4.

4. Identify **two** groups of people who could be the audience for a pre-production mind map

[2 marks]

Hint: the answer is not the target audience for the product. They will never see the mind map. You need to be thinking about the people who will use the mind map.

1.

2.

5. List **four** things that every mind map needs to include

[4 marks]

- 1.
- 2.
- 3.
- 4.

6. List **three** other things that might be included on a mind map

[3 marks]

- 1.
- 2.
- 3.

Part Two: Producing Mind Maps

8. Describe how you could produce a physical mind map

[2 marks]

Hint: a physical mind map will be one that you can touch with your hands - not one that is produced initially on computer

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9. Describe **two** ways you could convert a physical mind map into a digital version

[2 marks]

Hint: a digital version of something is on a computer. The question here is asking you to give two ways you could get a physical thing on to a computer

- 1.
-
- 2.
-

10. Identify **two** types of software you could use to produce a digital mind map

[2 marks]

Hint: software is programs that you use on a computer. I want two types of software, not the names of actual pieces of software

1.

2.

11. Identify **three** pieces of hardware you could use to produce a digital mind map

[3 marks]

Hint: hardware is something attached to a computer that you can touch

1.

2.

3.