

# iMindMap Trainer Certification

## Introduction

Buzan Centre Asia and Buzan Online is pleased to present the **first** iMindMap™ Trainer Certification. It will be held in Singapore.

This certification will prepare the Buzan Licensed Instructor (BLI) to train other people on how to best use iMindMap™. The workshop covers in depth the features of iMindMap™ and its practical usage.

This certification workshop will be conducted by Mr. Chris Griffiths, Managing Director Buzan Online Ltd and Chief Software Architect of iMindMap™.

## Why be a iMindMap™ Certified Trainer?

As a BLI, becoming a certified iMindMap™ Trainer allows you to

- expand your training repertoire.
- generate more incomes.
- use/incorporate the iMindMap™ in your current workshops.
- benefit from a deeper understanding and applications of iMindMap™ and mind mapping using a computer.

## Certification Requirements

Must be a Buzan Licensed Instructor (BLI) whose records are up-to-date with the regional Buzan Centres.

## Outcome

The BLI is able to conduct a workshop on how to use the iMindMap™ software.

## Outline

### Introduction

- History of iMindMap™
- Update on current developments

### The Basics

- Understanding Editor, Text, Full Screen and Presentation Views
- AutoTools – AutoFont and AutoColour
- Drawing Branches
- Adding Text to Branches
- Adding Images and Icons
- Attaching Information
- Printing and Exporting

### Setting Up the Tools Options

- Options
- Appearance
- File Locations
- AutoMap

- Internet
- Language Settings
- Miscellaneous
- Pen Mode
- Large Control Points

#### **Advanced Branch Management**

- Multiple Selection of Branches
- Manipulating
- Thickness
- Inserting
- Drawing freehand branches with a pen enabled device

#### **SPEED Mind Mapping**

- The Speed Mind Mapping Mode
- Mind Mapping vs Speed Mind Mapping

#### **Miscellaneous**

- Copying & Pasting
- Find
- Notes Editor, embedding images and links
- Printing
- Split Screens
- Toolbars
- Branch Ordering
- Relationship Arrows
- Highlight Clouds
- Floating Text
- Spelling & Thesaurus
- Keyboard shortcuts

#### **Images**

- Inserting and manipulating
- Libraries (Images and Icons)

#### **Exporting**

- Web Page, Microsoft Word, Images, and PDFs
- PowerPoint – creating animated presentations

#### **Marketing Support**

- Interesting facts
- Why iMindMap is different
- Upgrades and New Features
- Reseller options
- Running an effective affiliate programme
- Selling training programmes

## **Methodology**

As in all Buzan workshops, this certification workshop is lively and interactive. It requires extensive participants' involvement. There are ample opportunities to practice the techniques learnt. The workshop will comprise:

- Lectures / presentations
- Individual and small group exercises and discussions
- Brain-breaks
- Questions and answers sessions

## Details

Date: 17 (Sat) Nov '07  
Time: 9am to 5pm  
Venue: Will be held in Singapore (specific venue will be advised)

Registration and Payment Deadline: **10 Nov '07**

## Fee

US\$ 900

Includes:

- Materials (workshop materials)
- 1 copy of iMindMap™ software
- 2 x tea-breaks and lunch

**Note:** Participants will have to bring their own laptop.

## Organiser

**Buzan Centre Asia** (BCA) is part of Buzan World's global network to promote mental literacy. Tony Buzan, the world's leading authority on the brain, learning and thinking skills, heads the organisation.

Tony is also the creator of Mind Map®. The goal of Buzan Centres around the world is to enable an **"operations manual for the Human Brain"** to be made available to as many people as possible throughout the world.



The Buzan Centres now comprise over 200 Instructors worldwide and offer unique training courses designed to turn executives and managers of companies into thinking and learning organizations.

## Contact us

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## Registration Form

**Yes!** I want to register for the iMindMap™  
Trainer Certification.

Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_ (Office)

\_\_\_\_\_ (Mobile)

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## Mode of payment:

Cheque  Telegraphic transfer

For cheque, please indicate:

Bank: \_\_\_\_\_ Cheque No.: \_\_\_\_\_

(Please make cheque payable to '**Buzan Centre Asia**')

For telegraphic transfer:

Bank A/C No: 015-900678-6

Swift Address: DBSSSGSG

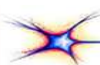
CHIPS UID Number : 034675

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Buzan Centre Asia** reserves the right to cancel the workshop due to unforeseen circumstances.

**Please fax registration form to (65) 6258-6234 or mail it to  
391A Orchard Road, #12-01 Ngee Ann City Tower A , Singapore (038989)**

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