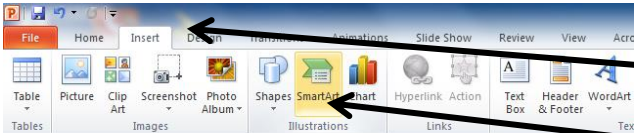
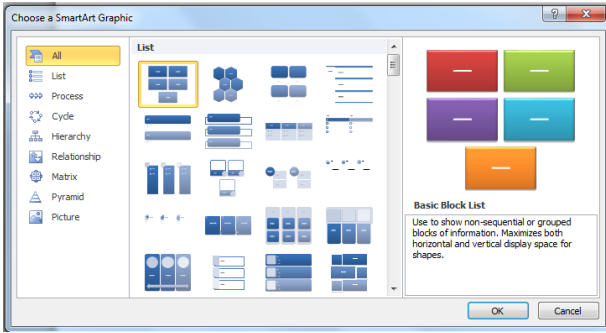



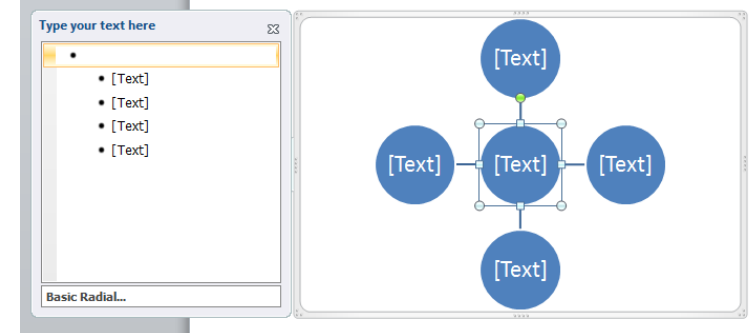
Creating a mind map using Microsoft office: PowerPoint



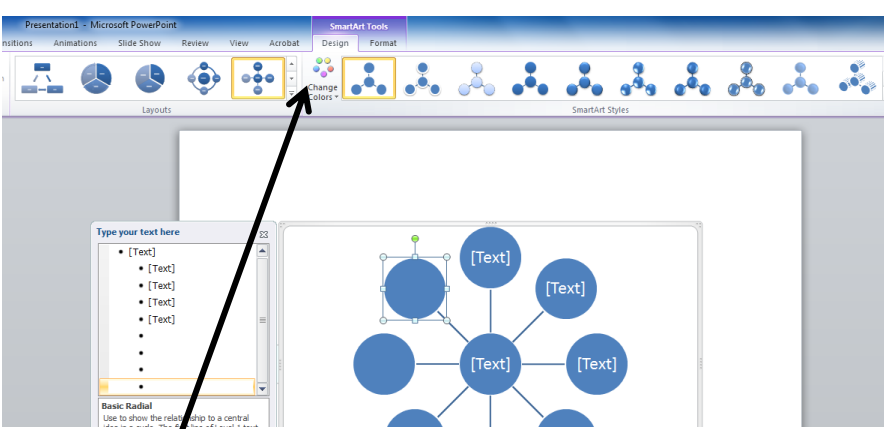
STEP 1:
Go to insert
THEN
select “SmartArt”



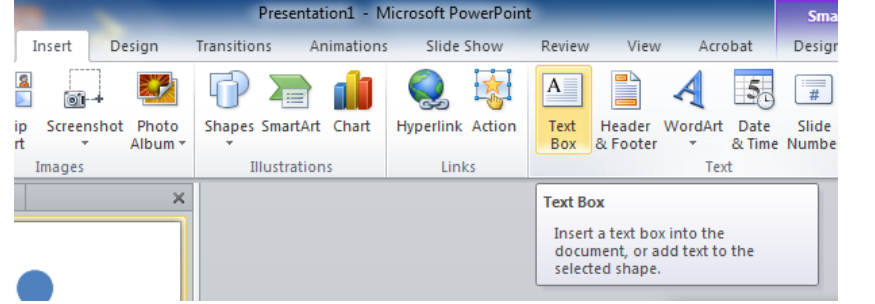
STEP 2:
Select the style
of SmartArt from
the options given. Mind
maps can be
found within the
cycle sub-menu.



STEP 3:
Begin typing your main heading and subheadings in the text column provided. You can add more entries by pressing the “RETURN KEY” and can delete entries by pressing the “BACKSPACE” key.



STEP 4:
Once you have created your headings you can begin to edit the style of your graph using the “SmartArt Tools” design editor. You can change the colours, style (2D/3D) etc.



STEP 5:
Now that you have created your mind map you can add more information using the text box tool. You can edit the text contained within these text boxes, in the same way that you would if using MS word.

N5 Design Factors coursework analysis and exam prep.

