

IMPROVE YOUR THINKING SKILLS WITH

MIND MAPPING TECHNIQUES



Mind Mapping is a revolutionary technique that will improve your thinking skills and memory. A Mind Map uses key words, colours and images to stimulate your brain.

Your brain has the ability to learn and remember large amounts of information. It works by linking ideas together. When you think, your brain starts off from one idea and radiates outwards to other ideas. This Radiant Thinking ability is natural and automatic.

For your brain to function effectively, it must express itself in a radiant form that reflects its thought processes. In other words, to use your brain effectively, you have to think radiantly. A Mind Map, when drawn, radiates from a central idea and can be considered an expression of the Radiant Thinking Brain.

This workshop will show you how your brain works and how to use it to boost your productivity. It will give you the knowledge and techniques to be a more effective manager.

“If you are looking for a short-cut to improving your performance at work, try a Mind Map.” Tony Buzan

OBJECTIVE

By the end of this workshop, you will be able to use Mind Mapping for:

- > Remembering
- > Brainstorming
- > Planning Projects
- > Creative/Report Writing
- > Decision Making
- > Presentations
- > Note Making and Taking

BENEFITS

With Mind Maps, you will be able to:

- > Use your brain effectively
- > Increase your concentration
- > Achieve a higher level of creativity
- > Get clearer organisation of thoughts
- > Remember facts and figures
- > Boost your productivity
- > Program yourself for success

MIND MAPPING

COURSE OUTLINE (1 DAY)

Thinking

- > Brain Check
- > Left Brain-Right Brain
- > Linking and Associating

Mind Mapping

- > What is a Mind Map
- > How to draw a Mind Map
- > Rules and Techniques
- > Examples and Best Practices

Applications

- > Creative/Report Writing
- > Decision Making
- > Planning
- > Making Notes/Taking Notes
- > Presentation

Success

- > Accelerated Learning
- > Program for Success

WHO SHOULD ATTEND

Managers who are in marketing, sales, finance, manufacturing, human resource or general management will find this program highly beneficial.

AWS TRAINING

AWS TRAINING's workshops are designed to help you become more productive at work. You will learn proven techniques that will help you save time, be more creative and think more effectively.

SOME OF OUR CLIENTS

American International Assurance, Berjaya Group, CPG Corporation, DBS Bank, Glaxo Smith Kline, Housing and Development Board, Inland Revenue Authority of Singapore, Infineon Technologies, Land Transport Authority, Micron Semiconductors, Microsoft, Ministry of Defence, National University of Singapore, Singapore Airlines and Singapore Technologies

WHAT OUR CLIENTS SAY ABOUT OUR PROGRAMMES

"Improved my productivity immensely." *Manager, Berjaya Group*

"They should have taught me this long ago." *Operations Manager, Port of Singapore Authority*

"This is one course I can use immediately. Can't wait to try out the techniques." *Manager, Ministry of Defence*

"I've never been so interested in all the courses I've attended. The instructor was excellent." *VP, DBS Bank*

"One of the finest courses I have ever attended in my years with SIA." *Sales Manager, Singapore Airlines*

FACILITATOR

Wong Peng Wai is the first person in Asia to be certified to teach Mind Mapping by Buzan Centres (UK). Since obtaining his certification, Peng Wai has conducted more than 1,000 workshops in Singapore, Malaysia, Thailand, Hong Kong and Japan. With a M.B.A. and a B.Eng., Peng Wai is a Global Partner with the Haines Centre for Strategic Management (USA), a member of the American Society for Training and Development and a member of the Singapore Institute of Management.

REGISTRATION FORM : MIND MAPPING TECHNIQUES

Workshop Date: _____ Time: 9.00AM - 5.00PM

Venue: Ngee Ann City, Suntec, or International Plaza

Fee: S\$268.00 (Fee includes 2 tea-breaks, training materials and stationery)

Name: _____

Address: _____

Email: _____ Tel: _____

To register for this workshop, please fill in the Registration Form and mail it together with a crossed cheque of \$268.00 made payable to "AWS PTE LTD" to AWS PTE LTD, 391B Orchard Road, #13-09 Ngee Ann City Tower B, Singapore 238874. Please write your name and telephone number on the back of the cheque.

If you need more information, please contact us at info@aws.com.sg.

AWS Training reserves the right to cancel a workshop due to insufficient enrolment or unforeseen circumstances. In the event of a cancellation, your cheque will be returned to you within 2 weeks of the cancellation.