Collective Mind Map Brainstorm

*"**A M**ind **Map** is a diagram used to represent words, ideas, tasks or other items linked to and arranged radially around a central key word or idea. **The Mind Map** is used to generate, visualize, structure and classify ideas, and as an aid in study, organization, problem solving, decision making, and writing."*

A Collective Mind Map

A collective mind map is a quick and simple way to create a shared overview of ideas and issues relevant to a particular subject or challenge. The mind map always has a clear focus that can be captured in a "burning" question, e.g. *What ideas and issues do we see, that can make us overcome the challenge in front of us?*

How-to-do-it

The mind-map can be done either on a large sheet of paper or electronically, with a mind-map program, projected on a screen.

Ground-Rules for Making a Collective Mind-Map:
- ♣ All ideas are valuable! We do not evaluate or discard ideas at this point.
- ♣ Whoever presents an idea or issue decides where it goes on the mind-map, and whether it is a major theme or a sub-issue.
- ♣ It's OK to have contradicting themes or issues.
- ♣ Whenever possible, give concrete examples.

The facilitator explains the procedure and rules of making a collective mind-map. Participants present their ideas and suggestions.
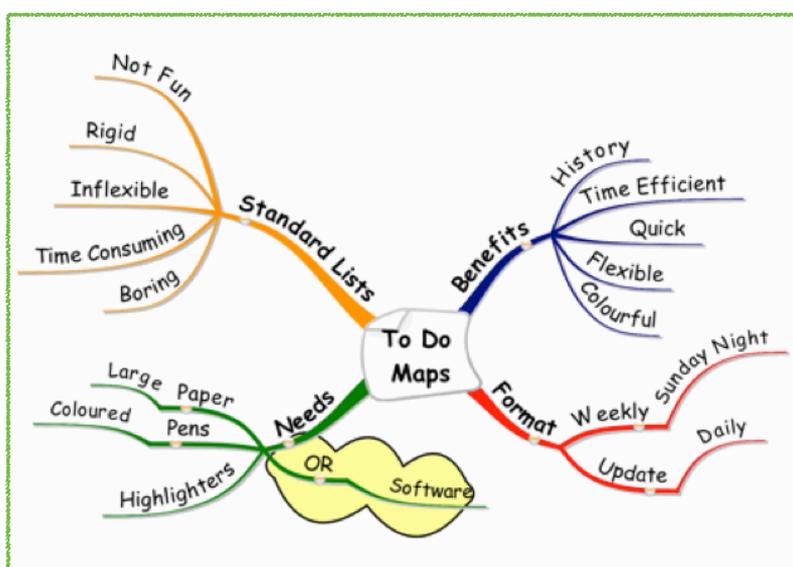
Making the Mind Map

The mind map process is lead by a facilitator. All participants have access to post-it notes. When anyone has an idea or issue they want to suggest for the mind map, they write their name on the post-it and hold it up.

Runners will collect the post-its and give them to the facilitator, who will then call out the names in the order received. Once a person's name is called, they can present their idea or issue.

If the group is large there will be a need for microphones. These will be provided by the runners when it is the participant's turn to speak.

The actual map is drawn up by two scribes. The central question is at the centre of the mind-map. The major themes and different issues under each theme are recorded on the mind-map radiating out from the central question. This can also be done on a mindmap application on a computer or tablet and displayed on large screen.

Voting and choosing

When all themes and issues have been recorded on the mind map, the group can decide on the priorities by voting. Everyone gets a number of votes i.e. sticky dots that they can place on the themes or issues they see as most important.

The voting procedure gives a clear indication on which ideas or issues have the highest leverage for further action.

Scribes capture what is said and draw the mind map—either on a big mind map or on a screen.
In the voting process everyone gets a certain number of votes to place on the themes or issues they believe are most crucial.