

WiseMapping is a free online mind mapping program that teachers and students can use for brainstorming ideas. Please note that to use WiseMapping in school, you will need to use the Mozilla Firefox web browser.

Getting Started

- To begin using WiseMapping, go to www.wisemapping.com. You will see the following screen:

The screenshot shows the homepage of WiseMapping. At the top right, there is a 'Log In' button. A callout box points to it with the text: 'Click here to login with a username and password'. Below the navigation bar, there are two main sections: 'Individuals' and 'Business / Education'. Under 'Individuals', there is a 'Sign Up Free!' button. A callout box points to it with the text: 'Click here to sign up for an account.' Under 'Business / Education', there is a 'Try It! No Login' button. A callout box points to it with the text: 'Click here to try the program without logging in.' The main content area includes sections for 'Why WiseMapping?', 'What can you do with a mind map?', and 'If you like WiseMapping Help Us!'. The 'Why WiseMapping?' section lists features like 'WEB BASED', 'FREE', 'COLLABORATIVE', 'EMBED IN BLOGS', and 'IMPORT/EXPORT'. The 'What can you do with a mind map?' section lists features like 'WEB BASED', 'FREE', and 'FOR BUSINESS OR EDUCATION'. The 'If you like WiseMapping Help Us!' section includes a 'PayPal' logo and a 'What people are saying' section.

- When you first go to the website, you will have the option of logging in, creating an account or trying the program without a login. If you have never used this program before and you want to create an account, click on the green button that says **Sign Up Free!** You will be redirected to the registration page. Fill in the required information and then click on register.

The screenshot shows the 'User Registration' page. It includes a 'Please, fill the fields and become a member of WiseMapping community. Registration is Free and takes just a moment.' form with fields for 'Email', 'First Name', 'Last Name', 'Password', and 'Repeat Password'. There is a 'reCAPTCHA' attachment and a 'Terms of Service' link. At the bottom, there are 'Register' and 'Cancel' buttons.

- If you do not want to register at this time, you are also given the option of logging in without registering. If you choose this option, you are only able to create one mind map and when you exit out of the program your mind map will not be saved.

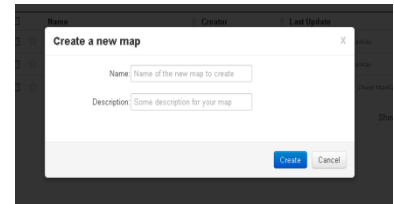
- Once you have a username and password, click on the orange **Login** button. You will be directed to the login screen.

The screenshot shows the 'Login' page. It includes a 'What is New:' section with a list of updates: 'New User Interface', 'FreeMind 0.9 Update', 'Improved HTML5.0 Support', and 'Firefox 12 officially supported'. There is a 'Sign In' form with fields for 'Email' and 'Password', and a 'Sign In' button. There is also a 'Stay signed in' checkbox and a 'Forgot Password?' link.


- Once logged in, you will arrive at the **Welcome Screen**. This screen lists the mind maps that you have created. The first time you log in, you will see a mind map called *Welcome*.

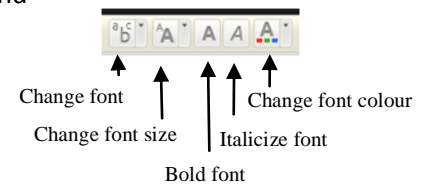
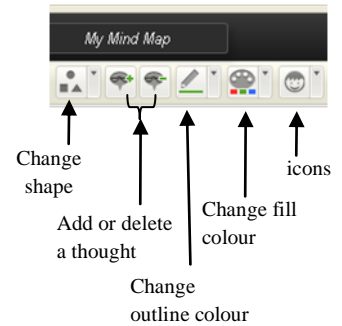
The screenshot shows the 'Welcome' screen of the WiseMapping application. At the top, there is a navigation bar with the 'wise mapping' logo and the text 'Visual Thinking Evolution'. Below this, there are buttons for 'New' and 'Import'. A search bar and a '12 of 2' indicator are also present. On the left, there is a 'FILTER' section with options: 'All', 'My Maps', 'Shared With Me', 'Starred', and 'Public Maps'. The main area contains a table with columns for 'Name', 'Creator', and 'Last Update'. The first entry is 'Welcome', created by 'DEECD' 7 days ago. Below the table, there is a 'Show 10 entries' dropdown. Callouts provide instructions: 'Click on New to create a new mind map.' points to the 'New' button; 'Click on import if you want to import a wise map or a freemind map.' points to the 'Import' button; 'Click on the name of a mind map to open and edit it.' points to the 'Welcome' link in the table.

- To start creating a mind map, click on **New**. A window will open asking you for the name and a description (optional) for your mind map. Once you have added a name to your mind map, you will see the following screen:



The screenshot shows the editing interface of a mind map titled 'My Mind Map'. The top bar includes the 'wise mapping' logo, the name 'My Mind Map', and user information 'Welcome, DEECD | My Wisemaps | Shortcuts | Logout'. Below the bar is a toolbar with various icons. Callouts identify these icons: 'Save your map' points to a floppy disk icon; 'Zoom map in and out' points to zoom icons; 'Tools for editing the shape of topics/ideas' points to shape tools; 'Add icons, notes, links and relationships to mind maps' points to a link icon; 'Tools for editing the text of topics/ideas' points to text formatting icons; 'Return to list of mind maps' points to the 'My Wisemaps' link; 'List of keyboard shortcuts' points to the 'Shortcuts' link. In the center, a blue box labeled 'My Mind Map' is shown, with a callout 'Main Topic - it is also the title of the mind map' pointing to it.

7. To begin adding ideas to the main thought, click on: 
New ideas can also be added by clicking on the **enter** key on the keyboard
8. The ideas that have been added to the mind map can be altered using the toolbar located at the top of the screen. From this toolbar, you can add a shape around the idea, you can then change the colour of the shape and the shape border, you can add or delete thoughts, and you can add small icons to the thought.
9. The text can also be edited using the toolbar. The size, font, colour and style of the text can all be changed.



Other Features



NOTES:

To add a note to a thought in your mind map:

1. Select the thought you wish to attach the note to.
2. Click on the *Note* icon located in the top toolbar. A new window will appear with an empty text box.
3. Type out the information you would like stored in your note into the textbox.
4. Once you have finished typing, click **Accept**.
5. Once a note has been added to a thought, the *Note* icon appears next to the thought on the mind map. This indicates to people viewing your mind map that there is a note associated with this thought.
6. To view the contents of a note, hover the mouse over the note icon.

To edit or delete a note:

1. Click on the *Note* icon next to the thought. A window will appear with the original note in the text box, allowing you to edit the note.
2. Select the **Remove** button to delete the note.



RELATIONSHIPS:

A line can be added to link two thoughts together on your mind map, creating a *relationship* between ideas. To add a relationship between thoughts:

1. Click on the first thought you would like to link.
2. Click on the *Relationship* icon. An arrow will appear above the thought that was selected.
3. Click on the next thought you would like to link.
4. To change the location or shape of the arrow, click on the arrow and two circles will appear. By clicking on these circles, you will be able to move either end of the arrow to the desired location.

**LINKS:**

Links to websites can be added to thoughts in your mind map. To add a link:

1. Click on the thought you want to associate with the website.
2. Click on the *link* icon.
3. A box will appear asking for the web address of the website you would like to link to your thoughts. Enter the full web address into the text box.
4. Once a link has been added, a small icon appears next to the thought.
5. To open the link and view the web site, the user must click on the small *link* icon next to the thought.

**SHARING:**

To share your mind map with other people:

1. Click on the *Share* icon in the toolbar.
2. In the window that appears, enter the email address of the person or people you want to share your mind map with.
3. For each email address you enter, select whether you want that person to be able to edit the mind map, or just view the contents of the mind map.
4. An email message containing a link to the mind map will be sent to each email address listed. To add a personalized message to that email, click on **Add message**. A text box will appear into which you may type your personalized message.
5. When finished, click on **Accept**.

NOTE: To view the mind map, each person you share your mind map with will need a WiseMapping account.

Share

Who has access:

instructor@edu.pe.ca (You)	Is Owner
studentname@hotmail.com New	Can Edit

Enter emails ← Add People:

Enter collaborators emails separated by c Can Edit Add

Customize Email Notification - Add message → Click to add a personalized message to recipient

Accept Cancel

**EXPORTING:**

If you would like to access your mind map without having to use the internet or if you would like to add your mind map to a file or presentation or, you will need to use the export feature. The export feature will allow you to save your mind map to your computer in a format that can be used by other programs. To export your mind map:

1. Click on the *Export* icon
2. A new window will open with a list of formats. Select a format for your mind map based on what you would like to do with the mind map.
3. Depending on your computer's internet settings, a dialogue box should open asking if you would like to save or open your file.

