**Goal:** Organize material and find relationships and connections between ideas. This helps with retaining information!

Here is one way to **produce** a mind map:

1. On a blank unlined sheet of paper, write the main concept or topic at the center of the page. You may want to circle each different idea so it is not confusing.
2. Near the main topic, write a relating main idea, and connect the two ideas with a line.
3. Write major and/or minor details off of this main idea. Instead of writing entire phrases, simplify by using ‘trigger’ words and pictures.
4. After completing details for this main idea, write a NEW main idea, near the main concept that relates to it, and connect the two ideas with a line.
5. Continue to add major and/or minor details for every new main idea you include.

*You can use different colors to indicate main ideas and detail highlight key terms*

*Do NOT force all information on one mind map! Spread the information out between multiple mind maps. It is easier to remember in smaller parts rather than all at once.*