



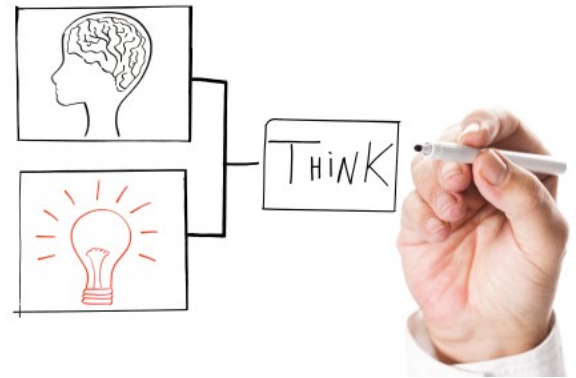
## White Paper

# Mind Map Program in a Project Management Software

Free  
Project  
Management  
Software

# Mind Map Program in a Project Management Software

## Why use a mind map program in project management?



Mind mapping can help you to quickly create project plans, effectively persuade stakeholders, efficiently market projects, or productively brainstorm with teams to get their best inputs and for other project-related activities. Learn how in this discussion.

Most project management software present ideas in linear forms either vertically or horizontally. It's typical that the first idea in the top line or at the left side gets the first notice. Of course, this same idea also gets the highest priority.

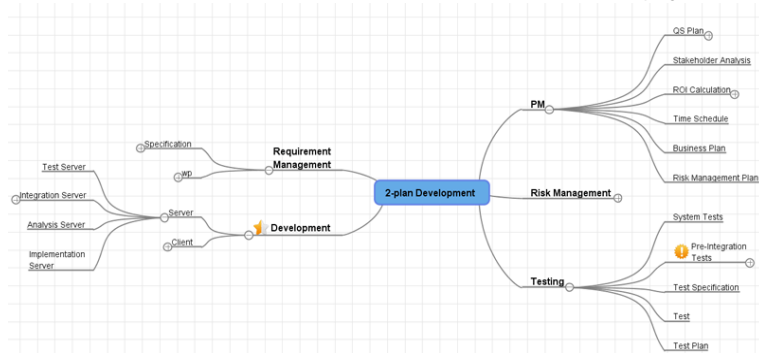
Meanwhile, mind mapping gives project managers the opportunity to present their ideas radially.

### Why Use a Radial Diagram in Project Management?

Have you ever done target shooting, hit golf balls in the driving range, or attended a class in college? Was the target linear or radial? When you swung at the golf ball, did you look at the center first or did you naturally look to the left? When you were at the lecture hall, was the professor at the center or was the lecture projected to the left wall, then the center, then the right wall and then back to the left wall?

Where was the presentation screen? Was it convenient for students to read the lecture notes in that direction?

A radial diagram follows the natural thinking pattern of the human brain when you want to focus. In the same sense, a mind map software allows you and your team, and project stakeholders too, to



focus on a central idea as you branch out the details at the fringes.

Look again.

When you drive your car, you focus at the center. When you watch a training video, you focus at the center. When you want to get your points across, you'll want a mind map.

Use your linear diagrams like Gantt charts to analyze schedules. Use your IDEF0 or Network Diagrams to breakdown processes into small parts, and so on. However, when you want to persuade, clarify points, or ask for the best inputs from your teams-- use a mind map. It makes sense to go for a radial diagram when you want to deliver/get focused inputs.

### Mind Maps in Project Management

Introducing a radial tool into a traditional, linear discipline like project management shows gaps in the integration of mind maps with traditional project management tools. Mind map software applications are either too focused on the mind maps or project management software applications use the

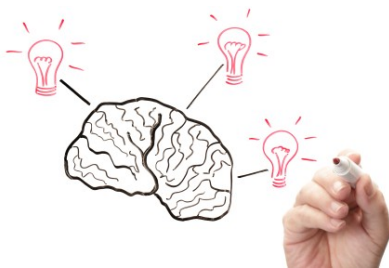
mind map only as an after thought without regard for integration. Others even prescribe the total replacement of traditional project management tools with the mind map.

What makes 2-plan Desktop different is that it is the first to offer

a mind map program that bridges the gaps in radial and linear project management tools. 2-plan Desktop allows its users to define mind map objects and then seamlessly transform these into traditional, linear project objects. You can also create linear project objects and then automatically turn these into radial, mind map objects for brainstorming with your teams, greater detailing, fishing for more creative inputs and other brain activities that require the focused attention of your key people or project stakeholders.

## People Components in the Project Management Software Design

Traditional project management software applications still lack the capability to let project managers work on people components with their Gantt charts, PERT/CPMs, or WBS. This makes traditional project management software too process-focused forgetting about people in the software design-- customers, project staff, teams, or project end-users.



Moreover, these traditional PM applications usually divert project managers into non-project management tasks like property management, accounting, or personnel management beyond the scope of project human resources management. It is quite an irony that most traditional PM software did not consider project scope management in their designs and even forgot about key project management functions that are critical to the success of a project.

What makes 2-plan Desktop different is its design. It considers the key importance of people components and that these components go hand-in-hand with process components to make projects succeed.

## Mind Map Template for Stakeholder Analysis

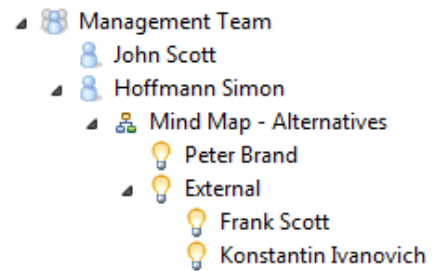
Since people complete or approve projects, it makes sense to document who your stakeholders are, what they want, how do you serve them best, or how do you make them happy every time you submit a work package sign-off document or a delivery receipt for any project items or milestones. Each project stakeholder will be interested in a given set of specifications rather than the whole kit-and-caboodle. When project managers or project team leaders can custom fit the sign-off document for each key stakeholder, then project delays due to lags in approvals can be minimized.

The Stakeholder Analysis template gives project managers and their teams an established framework of analysis to document each stakeholder and how these key people will impact the project out.

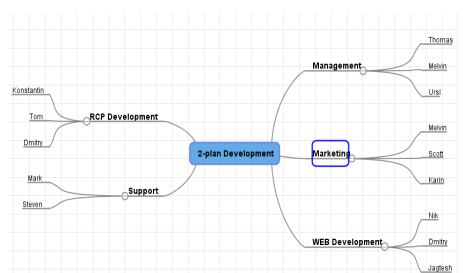
When used as a standard practice or operating procedure, the Stakeholder Analysis mind map minimizes project risks when it comes to change management, project marketing, scope management, cost management, or even project close-out. Stakeholder analysis ensures that closing a project is no longer hit-or-miss or just an after thought when stakeholders are already threatening to terminate a project instead of going through a proper project close-out. A Stakeholder Analysis mind map is a must-have or required documentation for project firms with demanding customers in their project implementations. Project managers who do not have a good, documented knowledge of their project stakeholders are likely to cost their project companies a great deal of money.

## Using Mind Maps to Form Project Teams

In theory, project managers in large matrix organizations select from a pool of human resources based on the documented skill sets of potential team members.



However, pooling people to integrate their skill sets and complete a project is not the same as forming an efficient team. Forming efficient teams require that people gel well, communicate well and each team member understands how his/her work will impact the work of other team members. Efficient teams minimize project delays that arise from miscommunications and misunderstandings.



Project managers can use the 2-plan Desktop mind map to form efficient teams. Start communications and brainstorming among a group of strangers or even simply contemplate on what team/s to form based on certain skill sets that are needed for a new project.

This way, a group of people can transcend the limitations of a pool and effectively transform the pool into a team that moves with efficient precision, collaborative support and harmonious team work. Likewise, project managers can consider the necessary skill sets really well before recruitment and project execution.

Later on, you can drag-and-drop these existing work packages into new categories to form a new project plan based on your previous projects. To minimize the risks associated with project plan templates, you can brainstorm and negotiate these work packages with your team members who will implement these work packages. With your teams, you can identify which component needs integra-

### SWOT Analysis Mind Map Template

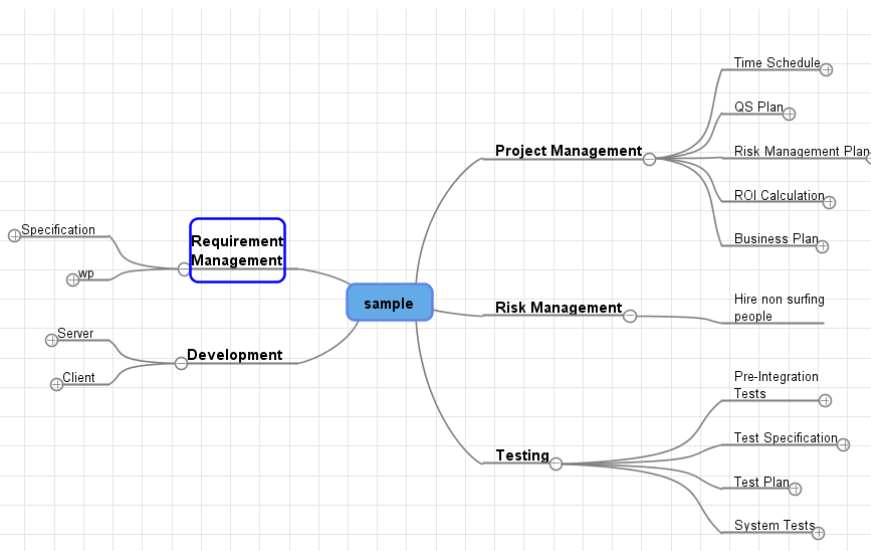
SWOT Analysis is typically associated with market research projects. However, project managers can also conduct Strength-Weakness-Opportunities-Threats Analysis in other types of projects. This analytical framework provides a structured approach in the evaluation of project risks as well as other factors.

While project risk management will address weaknesses and threats, traditional project management has yet to formally recognize project opportunities identification as a necessary skill set of project managers.

With a 2-plan Desktop mind map template for SWOT Analysis, project companies are better equipped to empower their project managers to skillfully address risks as well as opportunities. Moreover, SWOT documentation becomes easier as it becomes part of the project plan. With SWOT mind map integration, the project plan becomes a robust planning tool that brings project management to a higher plane and more efficient discipline.

### Mind Map Program in a Free Project Management Software Download

While the 2-plan Desktop has a full ensemble of project management features in its free core system and free plug-ins, its mind map program is an advanced tool with an elaborate set of features. It is a commercial plug-in with a 30-day free trial period.



This 2-plan Desktop mind map feature is also critical when internal teams will have to interface with external teams for the first time. Different teams can brainstorm through the Team Mind Maps to kick start a project and break the ordinary communication barriers at the fastest time!

### Using Mind Maps to Brainstorm and Negotiate Work Packages

When you have previous projects with detailed work packages, you can turn these into a mind map. The existing work packages are initially categorized as Un-

tion with other components. You can also discuss which detailed work package can be improved further-- a new team member might have a better and faster innovative approach to completing the detailed work package than the original creator of the work package.

The 2-plan Desktop's Milestone Planner mind map tool allows you to create new project plan templates based on the components or milestones of your previous projects. You can take this further when you discuss the mind map with your teams to ensure the proper integration of work package templates and continuous improvement.



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