



MODULE 3: DIGITAL TOOLS AND RESOURCES

ONLINE MIND MAP



**Co-funded by
the European Union**

THIS PROJECT HAS BEEN FUNDED WITH SUPPORT FROM THE EUROPEAN COMMISSION. THIS PUBLICATION REFLECTS THE VIEWS ONLY OF THE AUTHOR, AND THE COMMISSION CANNOT BE HELD RESPONSIBLE FOR ANY USE WHICH MAY BE MADE OF THE INFORMATION CONTAINED THEREIN.
PROJECT NUMBER: 2022-1-SE01-KA220-VET-000089994

INTRODUCTION

Using a mind map (you can read more about the method in the Further resources section) is extremely important in the counselling process. By focusing on key ideas written down in your own words and looking for connections between them, you can map knowledge in a way that will help you to better understand and retain information.

Blended and online counselling require knowledge of different online tools and their selection depending on the purpose of the session and/or the client's profile.



OBJECTIVES

- This exercise relates to the learning objective of selecting and applying different digital methods and tools appropriate to different situations and clients.

TYPE



ASSIGNMENT

DURATION

30 minutes

MATERIALS NEEDED FOR THE IMPLEMENTATION

The materials needed depend on each guidance practitioner's choice of tools. The basics are necessary for all: stable internet connection; mouse; laptop or another digital device.



METHODOLOGY

STEP 1

In this exercise the trainer will enable participants to explore their 'dream job' and also practise questioning, listening, guidance and implementing of digital tools. This exercise allows participants to explore how it feels to consider one's 'dream' job and think about how different factors contribute to one's feelings of happiness and job-satisfaction.



METHODOLOGY

STEP 2

First of all, participants should work individually to create a 'mind-map' or a 'brainstorm' of their ideal job. These questions prompts will be provided but you may also wish to think up your own.

- Where would I work? Is it outside? Inside? Do I need to stay in the same place or move around?
- Would I work with lots of people, or just a few people? Or on my own? How many people would work with me altogether?
- What kinds of activities do I do?
- What responsibility(s) do I have?
- How much money do I make?
- Where is my place of work and how long is my way to work? How do I travel?
- What else can I think of?



METHODOLOGY

STEP 3

Let each client choose their tool and create the "My dream job" map.

At the end of the exercise the trainer could start discussion about participant's choices and what their impressions are of the tools used. Have the trainer share theirs.

N.B. All tools are free to use but require registration. It is a good idea to allow time for this at the beginning of the exercise or for the trainer to make a generic one for all participants to use.



FURTHER RESOURCES

What is Mind Mapping, and How
Does it Work? -

<https://www.youtube.com/watch?v=Ta0iaSv4QRo&t=3s>

