



# HEADWISE

Learn how to accomplish more with visual strategies.

INVEST IN YOUR MIND. THE MORE ORGANISED IT IS, THE BETTER IT WORKS.

## What you'll cover

- How to organise your thinking
- How to distil complexity and avoid information overload
- How to avoid death-by-bullet-points PowerPoint presentations
- The best way to communicate the Big Picture
- Why visual communication gives you more engagement, understanding and retention
- How to rapidly create winning presentations
- How to design meetings that are simpler, shorter and more productive
- How to overcome weakened memory from information overload
- How to ensure team working is team thinking

## How you'll benefit

You will leave this course with an improved ability to:

- Think and act more clearly on your own
- Think and operate more effectively with your colleagues
- Communicate more powerfully
- Understand and be understood
- Banish information overload
- Give strong feedback without damaging relationships
- Create team thinking and team memory
- Capture ideas and organise them rapidly for report writing
- Recondition your time management system
- Give presentations like a professional communicator

## Why use Graphic Organisers?

Graphic Organisers make your thoughts visible and public. This immediately cuts out mental clutter, gets to the main point and moves teams from thinking *my way* to *our way*.

They achieve this by externalising people's thoughts and representing them in a clear framework that everyone can understand.

And in our ever-complex world anything that helps us make better decisions based on clearer thinking, warrants our serious attention.

Research in both business and education repeatedly rank these tools as the most effective ways to think, learn, collaborate and communicate.

