MindMup

MindMup is a mind-mapping tool that integrates with Google Drive, allowing for group collaboration. MindMup allows the user to organize and brainstorm around one central idea on a large canvas. The main idea allows for branches or "child and sibling nodes" to be added. This provides a way to make a visual connection out of a large concept or picture, integrating and organizing multiple aspects in one central location.

Accessing MindMup

When you first navigate to MindMup you will be provided with several options such as opening and existing map. To open an existing map you will need to log in and save all maps to your Google drive. The initial menu will also provide you with the option to view tutorials and get in touch to report feature bugs and issues.


![MindMup options create a new map](image)

Start Mapping

Each map starts with a blank canvas and one central idea, referred to as a node. When you are ready to start mapping your ideas, you will work from the center node out.

1. Double click the blue node in the middle of the white canvas to enter the central topic or idea for the map.
2. On the right-hand navigation bar click the arrow pointing right to add subtopic referred to as a child.

3. When you insert the subtopic for the main idea you can double-click on the inside of the node and type your main idea.

4. To change the node image color you can double-click on the node and change the color by clicking on the color box and clicking on your image choice.
Add Images

1. To add an image to your map click on the image with a mountain on the control panel and browse for your image in the image icon editor. You can also adjust the position of the image and the size before you insert your image on your map.

2. To reposition the images and mapping nodes you will need to use a shortcut key. You can move any node around the canvas by clicking on the node you want to move and holding down the Shift key on your keyboard. The node will stay in the position once you release the shift key.
Add Attachment

1. To add an attachment to a node click on the node and make sure there is a dashed line surrounding the node. Then click the paperclip on the map control panel.

2. When you click the paperclip the rich text editor will appear and you can insert files into the editor as well as use the sheet to customize text, font and positioning. Once your attachment is successfully saved the node will contain a paperclip attached, indicating the attachment.
Saving Your Map

When you are ready to save your map you can save it to your Google Drive for later access.

1. Click the File tab on the Menu and click save as, save your map to your Google Drive.

Figure 8: Click file tab to save map
Print Your Map

1. Click the File tab on the menu and click Export Map then select pdf to print your map.

Figure 9: Click file tab to print map