

# eBeam Training 5

## Corporate and public services - Visual meetings and planning



Learn how to set up a digital meeting room anywhere and how to integrate visual thinking software with your eBeam interactive system to aid with problem solving, idea generation, planning and decision making

### About visual thinking software

Visual thinking and note taking have been shown to increase the understanding between groups by removing ambiguity from meeting notes. Also, by accessing the right side of the brain, creativity and decision making is enhanced. As a result, Graphic Recording, Mind Mapping and Concept Mapping software have become important tools for many organisations, from corporate and businesses to public services.

The portability of the eBeam interactive whiteboard system maximises the impact of visual software and means you can set up meetings practically anywhere. No more waiting for a dedicated meeting room to become free.

### Course content

#### Visual thinking software overview

#### Visual meeting notes

Using eBeam Scrapbook for Graphic Recording  
Integrating Microsoft OneNote, Outlook and eBeam for advanced task setting  
Note taking with Mind Map software

#### Problem analysis and idea generation

Using Concept Maps as analysis tools  
Create and share ideas with digital Mind Maps

#### Decision making and planning

Using Concept Maps and Mind Maps for decision making and planning

### How the training works

Everyone who attends an eBeam training program will be fully engaged in the process. You will be working in pairs, sharing a desktop PC and following the trainer with activities from the very beginning - learning by doing. Delegates take turns working on the interactive screen while the rest work at their PCs familiarising themselves with the feature set and playing with the software.

**Course length - 120 minutes**

**For a maximum of 8 delegates**

**Bespoke courses are also available**

**Additional costs for travel and accommodation may be added to the standard module price**



**Navitas Training** (Official UK trainer for eBeam) bring everything to you. This includes a portable computer network pre-loaded with all the software required for the training, an eBeam mobile whiteboard system and data projector.

**Navitas Training** specialise in how to use systems that help you think, conduct meetings and create presentations.





# eBeam Training Programs

eBeam training will help you transform your classroom or meeting room into interactive and collaborative spaces using eBeam portable interactive whiteboard technology. Choose from training for education or corporate, business and public services and get up to speed quickly with the introductory programs or become confident eBeam users with the advanced levels. The programs all feature high levels of hands on learning while being guided by our experienced trainer.

Education			Corporate, business and public services	
<b>eBeam Training 1</b>	<b>eBeam Training 2</b>	<b>eBeam Training 3</b>	<b>eBeam Training 4</b>	<b>eBeam Training 5</b>
<b>Essential</b>	<b>Creative</b>	<b>Expert</b>	<b>Meetings and Presentations</b>	<b>Visual meetings and planning</b>
<p>This on-site course will provide you with all you need to know to set up your eBeam mobile interactive whiteboard system in your classroom and how to present using the integrated eBeam software.</p> <p><b>Topics:</b>            Understanding the eBeam system            Getting started            eBeam Scrapbook            Working with PowerPoint</p>	<p>Explore the feature set of eBeam Scrapbook by creating simple classroom activities. This course will also introduce and explain how images, animation and video work on computers.</p> <p><b>Topics:</b>            Setting the scene            Creating memorable pages            Student interaction            Animation and video</p>	<p>Learn the expert tips and tricks in this open, forum style session. Follow your own path, exploring and playing with a wide range of software that other teachers are using with interactive whiteboards and learn how to adapt lesson plans for your eBeam system</p> <p><b>Topics:</b>            eBeam Meetings            Concept Maps &amp; Mind Maps            Scrapbook tips and tricks            Generic interactive software            Lesson plan examples</p>	<p>This on-site course will provide you with all you need to know to set up your eBeam mobile interactive whiteboard system for your meetings and how to present using the integrated eBeam software.</p> <p><b>Topics:</b>            Understanding the eBeam system            Getting started            eBeam Scrapbook            Working with PowerPoint            eBeam shared meetings</p>	<p>Learn how to set up a digital meeting room anywhere and how to integrate visual thinking software with your eBeam interactive system to aid with problem solving, idea generation, planning and decision making</p> <p><b>Topics:</b>            Visual thinking software overview            Visual meeting notes            Analysis and idea generation            Decision making and planning</p>



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