



BRONZE MODULE: FOR A SINGLE PROJECT

OBJECTIVE

To enable professionals with a basic knowledge of MindManager to competently and confidently apply the Gyronix System to a **current project**, develop action-maps detailing the next steps to achieve success, and gain immediate measurable benefits.

Real-time benefits are gained by applying the Gyronix System to your existing, ongoing work.

MEASURABLE BENEFITS

On completion of this module our clients have reported:

- ✓ **Improvements in personal effectiveness** within the first month: Effectiveness = more of the right work completed to a higher standard, with less stress!
- ✓ **More effective and comprehensive planning**
- ✓ **Time savings** by eliminating duplication of activities, strategically managed action lists, only working with activities that can be actioned 'now'
- ✓ **Increased business results** with more targets and deadlines being met on or before time

TANGIBLE OUTCOMES AND ACHIEVEMENTS

On completion of the Bronze Module, you will be able to:

- ✓ **Understand** and apply Gyronix' strategic methodology
- ✓ **Effectively map** your own project and generate an action map providing an accurate listing of all next actions to achieve project targets and objectives
- ✓ **Implement** projects faster and more effectively
- ✓ **Improve** your personal effectiveness and take control of your workload

TRANSFORMATIONAL BUSINESS DEVELOPMENT

- Enables online learning and development as you actively work through the agenda with a Gyronix coach
- Every two hour session includes direct contact time for discussion, coach advice, and feedback
- Breakout sessions give you the opportunity to check your understanding and learning stage by working on your own on a specific task
- After each breakout, you and your Gyronix coach rejoin the online meeting for questions, feedback and further advancement of progress

AFTER BRONZE

- ✓ **The Silver Module**
 - Having successfully mastered and discovered the benefits of the Gyronix System for your own applications – just think of the benefits if your entire team applied the System to collaborative projects.
 - The exponential gains are dramatic and will transform the way your team interacts, and the speed and quality that projects are implemented, achieving improved and measurable business results.

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Or contact us: info@gyronix.com UK: 01732 744 499 US: (347) 410 9097

BRONZE MODULE AGENDA

1. INTRODUCTION

- ✓ **Overview of System**
 - How it works
 - Relationships between various parts of the System
 - What will be covered in the Bronze Module
 - ✓ **Comparison to alternatives**
 - The weakness of “To Do” lists
 - Benefits of the Gyronix System
 - ✓ **Basic definitions:**
 - What are activities, project maps and dashboards?
 - ✓ **Changing your use of MindManager from list making to strategic planning**
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2. INITIAL SETUP

- ✓ **Confirming the ResultsManager installation**
 - ✓ **Review of ResultsManager menu commands**
 - ✓ **Set up of user name**
 - ✓ **Configuring MindManager for use with ResultsManager**
 - Show/hide callouts
 - Show/hide task info
 - Expanding menus to enable use of keyboard shortcuts
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3. RESULTSMANAGER TEMPLATES

- ✓ **Template maps for projects**
 - ✓ **Combining task and non-task information**
 - ✓ **Structuring maps—ideas to the right, decisions to the left**
 - ✓ **The lifetime of a map**
 - ✓ **Use of maps to both plan and provide status updates**
 - ✓ **Introduction to Funnel Timelines**
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4. MAPPING A PROJECT

- ✓ **Using an existing or new map**
 - Rearranging a map into the Gyronix System template
 - Identifying the project goal
 - Identifying and marking up actions
 - Changing task statements to achievements
 - Setting contexts
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5. GENERATING A DASHBOARD

- ✓ **Navigating back to the project map**
 - ✓ **Completing tasks from within the dashboard**
 - ✓ **Understanding contexts**
 - ✓ **Understanding deadline dates**
 - ✓ **Troubleshooting**
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6. HELP AND SUPPORT

- ✓ **Help commands**
 - ✓ **Support Wizard**
 - ✓ **Upgrades and updates**
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7. NEXT STEPS

- ✓ **Application of information covered in the Bronze Module**
 - Converting a map to a Funnel Timeline
 - Starting a new project map using the template
- ✓ **Preview of the Silver Module**
 - Working with multiple projects
 - Controlling tasks by date and priority
 - Review processes
 - Editing from a dashboard
- ✓ **Book the Gyronix System Silver Module**