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Use of 'Thought Map' to Expedite the Mindset Productivity

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Abstract - How can you effectively convey what happened on a project, document it, and capture project questions like what techniques were employed, what solutions were investigated, and what lessons were learned?
The solution is the Thought Map, which Cheryl Hild, Doug Sanders, and Bill Ross first conceived and created in 2000

***Key Words*:** Thought Map, T-Map, DFSS, DMADOV, Critical thinking, Right questions

1.INTRODUCTION

A thought map is a continuous record of knowledge that is already known, questions that have been posed, parallel lines of inquiry required to address those questions, and tools used to address those questions. The project's knowledge and the direction of future work are also documented in the thinking map. Each thought map is distinct due to individual differences in thinking styles as well as a wide range of situations and problems that each person is researching.

2. Body of Paper

A thought map is an ongoing documentation of existing knowledge. There is no one proper technique to create a thought map because there are many different ways to increase comprehension and learn new information. Though there are no specific steps for creating a mind map, there are suggestions and important components to remember -

- Consider major alternatives and initial questions.
- Have a quantifiable objective of the project or process work being undertaken which is very important.
- Be aware of parallel paths of questions and subsequent work.
- Prioritize questions to be answered.
- Acquire the tools and methodologies to answer questions.
- Maintain a history of work performed to obtain answers.
- Document answers to questions.
- Record how the metrics evolve in relation to the work performed.

2.1 Why Thought Map (T-Map)

Thought map tool helps you to put right questions towards your problem to reach/achieve your desired goal/objective.

- Put you critical thinking process
- Ask right questions to achieve correct results
- Document all learnings and capture
- This is Live Document, Keep updating whenever necessary

2.2 Basic Steps To Start T-Map

- Set your objective/Aim
- Put Right Questions appropriate
- Capture Information / Theory / Predictions related to your problem
- Your right questions drive some actions to collect data
- Put the relevant theories
- These all action driving toward final results

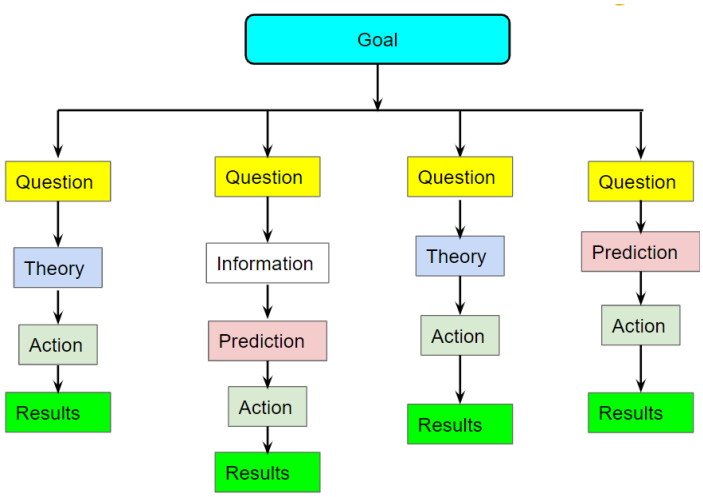

Fig -1: Legend of T-Map

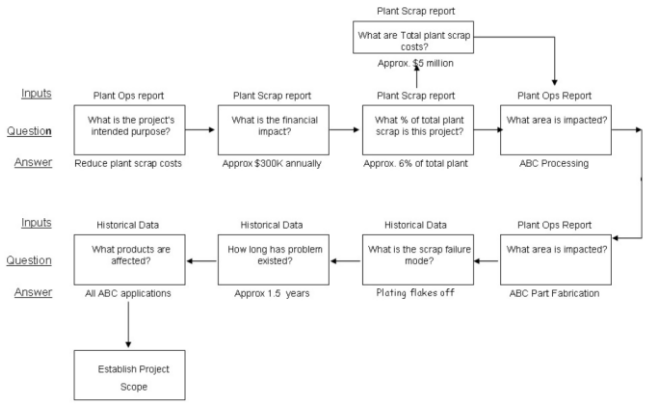

Fig -2: Example-1 of T-Map

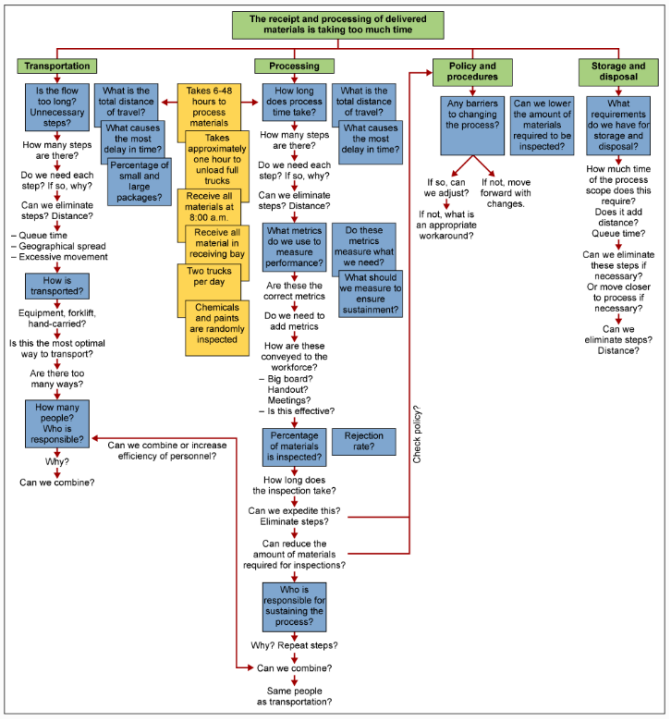

Fig 3 Example-2 of T-Map

2.3 Learning Process: PDSA / PDCA Cycle

- PDSA (plan–do–study–act or plan–do–check–act) is an iterative four-step effective method used for the control and continuous improvement of processes and products.
- Iterative PDCA/PDSA cycle bing you toward / more closer to your objective/goal

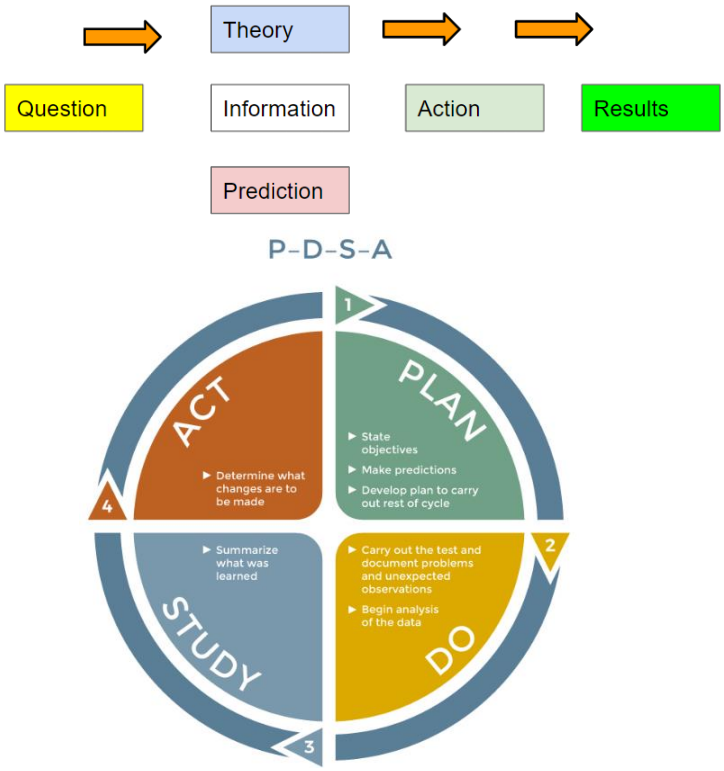

Fig 4 PDCA Cycle

3. CONCLUSIONS

The important benefit of using a TMAP early in a project is it ensures that nothing is left out or missed. It is an effective tool for ensuring all potential questions and issues of a project have been both identified and addressed from the beginning of a project to completion.

It also provides an effective way to brainstorm, take notes, gather and view information and even summarize data. It reminds the team what assumptions were made, the actions that followed, and the latest status of the project. It is an effective way of communicating, as well as consolidating information from a single person or among various teams.

Finally, it provides a visual map that tracks the development of ideas and issues, as well as the extent of inquisition. Like all maps, it shows where the team or individual has been, where they are at, and where they need to go in pursuit of resolution to particular issues.

The Benefits of Thought Mapping as listed below -

- Expressing unanswered questions prior to proposing solutions.
- Documenting and maintaining parallel questions and ideas. As the mind generates multiple questions about different issues within seconds, a majority of these questions and ideas are lost.

- ➢ The “best” solution is obtained because multiple approaches are considered and appropriately evaluated.
- ➢ Providing a structure for sequential work within parallel paths and thoughts.
- ➢ Providing an excellent mechanism to communicate strategies, tactics and activities to peers, other functional areas, suppliers, customers and management.
- ➢ Describing the scope of work required to obtain effective solutions

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