

2010



MindManager®

for SharePoint®

User FAQ

February 2010

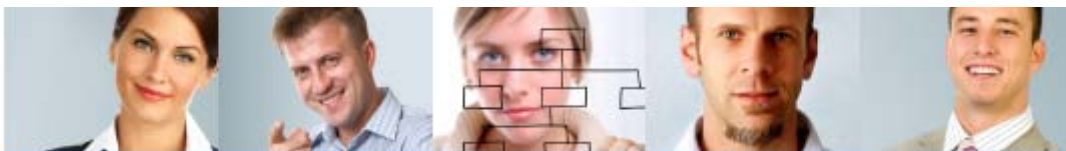


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I. Product Overview

1. What is Microsoft SharePoint?

Microsoft SharePoint is a business collaboration platform that enables teams to connect through formal and informal business communities and to manage content throughout the information lifecycle. SharePoint solutions can be deployed on-premises or as hosted services. The consolidation of collaboration solutions onto SharePoint makes it possible to cut costs by lowering development costs, training and maintenance expenses and increasing IT and end-user productivity, all within a governable and compliant platform.

2. What is MindManager for SharePoint?

MindManager for SharePoint provides faster and easier ways to find, organize and update SharePoint tasks and information. Accelerate projects and processes by accessing information across multiple SharePoint sites and lists in a single interactive MindManager view with bi-directional integration. Simplify SharePoint navigation with user-customizable SharePoint site maps and visualized search results.

Users can also take advantage of the full power of MindManager, the leading desktop software for visually organizing and managing information and projects. Facilitate collaborative meetings to brainstorm, innovate and solve problems. Conduct research and develop powerful presentations, and author compelling documents.

3. How can MindManager for SharePoint improve my productivity?

Apply the power of MindManager to your SharePoint information and you'll create the ultimate tool for increasing team productivity.

With MindManager for SharePoint you can consolidate tasks and information across all of your SharePoint sites and lists into an easy-to-use interactive information map for easy follow-up & review. You can even work across multiple SharePoint sites in a single visual map for fast and easy navigation and access.

MindManager's graphical diagrams (MindManager Maps) start with a central theme, then branches out with related ideas, notes, images, tasks—even hyperlinks and attachments. Everything is in one place and easy to navigate - you'll have the big picture clearly before you, while still tracking the smallest details.

You can then annotate, reorganize and filter your map to quickly focus on key information allowing you to stay focused and save time.

Conduct collaborative meetings and work more efficiently with the ability to access, review and update all your information with fewer clicks in a single dynamic view.

4. What are some of the notable features of MindManager for SharePoint?

Project and Process Dashboard Maps

Let your teams see the big picture and all the important details. Team members complete tasks faster by accessing all unfinished work within their own personalized interactive map dashboards.

MindManager for SharePoint provides bi-directional synchronized views to display and update tasks, issues, documents, and more. Update status with just a click or access and modify entire SharePoint items within MindManager.

Document Management

MindManager for SharePoint displays SharePoint files from one or more sites letting teams access and update information with less effort. Being able to pull different types and sources of data together into one visual map accelerates work processes and leads to better business insight.

Interactive Site Maps

Generate SharePoint site maps that span across multiple sites for fast and easy navigation. Users annotate, reorganize and filter maps to quickly focus on key information.

Visual Search Results

Reduce time spent searching for content throughout SharePoint. MindManager displays results from multiple sites and lists in an interactive view. Find what you are looking for fast and avoid unnecessary rework.

Visual Mind Mapping

Unleash the power of your team by using MindManager to visually capture, organize, and connect ideas and information. Add images, hyperlinks, attachments, priority, and more to help understand structure, relationships, and priority.

Microsoft® Office, Outlook® and Project® Integration

Import and export Microsoft Office documents, including Word®, PowerPoint®, Visio®, and Project. Link Excel® files to topics. View and edit these files directly within MindManager. Add new or import Microsoft Outlook information directly into MindManager, or add items into maps directly from Outlook.

Tags, Attachments, Hyperlinks & Notes

Use icon and textual tags to organize content, attach and link files or web pages to any topic. Add detailed topic notes to provide additional context to any topic.

Share Your Maps

Email links to maps or save them directly into SharePoint. Recipients can either view map in their browser, or, with your permission, copy it for their own use. With the Mindjet Player™, share your maps with anyone using dynamic Adobe® PDF or Adobe Flash® formats.

Additional Features

- Integrated web browser
- Map filters
- Map search
- Topic sorting
- Topic alerts
- Multi-map view
- Outline, review, presentation, & brainstorm modes
- Export as PDF, image, or web page(s)
- VBA scripting

II. Technical Requirements

1. What are the system requirements to run MindManager for SharePoint?

SUPPORTED OPERATING SYSTEMS:

- Microsoft Windows®7 32-bit and 64-bit
- Microsoft Windows Vista®32-bit
- Microsoft Windows XP SP3 32-bit
- Microsoft Windows Server®2003 32-bit
- Microsoft Systems Management Server using Windows Server 2003 32-bit
- Citrix MetaFrame Presentation Server 4.5

SYSTEM REQUIREMENTS:

- IBM or compatible Pentium® processor (700 MHz or greater)
- 512 MB RAM or greater
- 150 MB disk space and 50 MB more during installation
- SVGA (1024 x 768/16-bit color or greater)
- Microsoft .NET 2.0 or higher

SHAREPOINT REQUIREMENTS:

- Windows SharePoint Services 3.0
- Microsoft Office SharePoint Server 2007 Standard
- Microsoft Office SharePoint Server 2007 Enterprise

ADDITIONAL REQUIREMENTS TO USE CERTAIN FEATURES:

- Microsoft Office Professional 2002/XP, 2003 or 2007
- Microsoft Project 2002, 2003 or 2007
- Microsoft Visio Professional 2002, 2003, or 2007
- Microsoft Internet Explorer® 7.0 or greater
- Mozilla® Firefox® 3.0 or greater
- Adobe Acrobat® 9.0 or greater
- Adobe Flash Player 9 or greater
- Internet connection

III. Version Information**1. What is this difference between MindManager for SharePoint & MindManager 8 for Windows?**

MindManager for SharePoint builds upon the award winning capabilities of MindManager 8 plus deep integration with SharePoint, including SharePoint dashboards, site explorers, content search, and easy wizards to visualize document lists, tasks, issues and more.

Maps can be shared between both applications however users of MindManager 8 for Windows will not be able to refresh MindManager for SharePoint's dynamically linked content.

2. Can I use Mindjet Catalyst with MindManager for SharePoint?

Mindjet Catalyst is a service that enables users to update and co-edit maps with a browser or with MindManager 8 for Windows. MindManager for SharePoint users can also subscribe to this service to co-edit general maps, store documents & files in workspaces and conduct Web conferences. However, it is not advised to store maps with synchronized SharePoint data in Mindjet Catalyst as other users on browsers and MindManager 8 for Windows will not have the same synchronized SharePoint access.

V. Security**1. How is SharePoint security maintained in MindManager for SharePoint?**

Security is maintained strictly within Microsoft SharePoint. MindManager for SharePoint logs into SharePoint with your provided credentials and will provide the same access to SharePoint as if you accessed SharePoint directly from your browser.

The MindManager for SharePoint software uses your Windows credentials to log into SharePoint by default. In environments where ActiveDirectory is used to both authenticate users and manage SharePoint users, accessing SharePoint with MindManager for SharePoint is both seamless and secure since it uses the built in capabilities of Windows. For environments not connected to ActiveDirectory, SharePoint will prompt the user for a username and

password, just as if you were accessing the SharePoint environment with a browser. This prompting is also handled via Windows.

VI. Purchasing Information

1. What are my purchasing options?

There are three ways to purchase MindManager for SharePoint:

eCommerce store: Visit the [Mindjet Online Store](#)
Mindjet Reseller Partner: For a list of resellers, [click here](#).

2. Can I get the product on a subscription basis?

Yes. Mindjet has annual subscription options for corporate users. Please contact Mindjet Sales at +44 (0) 208 2618 240 for more information.

3. Are there any quantity discounts?

Yes. Please contact Mindjet Sales or your channel partner to discuss quantity discount options.

Mindjet Sales: Visit <https://secure.mindjet.com/webapp/sales/contact/default.aspx>

Mindjet Reseller Partner: For a list of resellers, [click here](#).

VII. Maintenance and Support

1. Who do I contact for technical support?

Users can contact Mindjet technical support by visiting [Mindjet Technical Support online](#).

2. Is Maintenance and Support available for MindManager for SharePoint?

Yes. Yearly Maintenance and Support is available. There are three ways to purchase:

1. Visit the [Mindjet Online Store](#)
2. Contact your [Mindjet sales representative](#)
3. Contact your reseller. To view a list of resellers, [click here](#).

3. Where can I find tutorials or tips?

You can access tutorials via MindManager for SharePoint by clicking on Learning Center within the Tools tab.

VIII. Professional Services & Training

1. How can I help my team utilize this product to its full potential?

After you install the product, users can view video tutorials available for free through the welcome map and help system.

If you would like to take your implementation and training to another level, our professional services team will work closely with you to understand your business process requirements and will provide tailored training to your organization. We can help with large-scale deployments or build customized templates to streamline workflows and standardize best practices across your organization. Onsite & Web-based training are available. Please contact Mindjet at +44 (0) 208 2618 240 for more details.