

## Brainstorm & idea prioritization

Use this template in your own brainstorming sessions so your team can unleash their imagination and start shaping concepts even if you're not sitting in the same room.

10 minutes to prepare 1 hour to collaborate 2-8 people recommended

## Before you collaborate

A little bit of preparation goes a long way with this session. Here's what you need to do to get going.

10 minutes

A Team gathering

ABISHON J

AGI SAGAR C

HARI B G

AKASH R

Set the goal CRM Application That helps to Book a Visa Slot

Learn how to use the facilitation tools Use the Facilitation Superpowers to run a happy and productive session.

Open article

Key rules of brainstorming To run an smooth and productive session

Encourage wild ideas. Stay in topic. Defer judgment. Listen to others.

If nossible, he visual.

Go for volume.

Define your problem statement

What problem are you trying to solve? Frame your problem as a How Might We statement. This will be the focus of your brainstorm.

Book a Visa Slot

5 minutes

Person 2(AKSHAI RAM M S)

Person 1 (AJAY PRHAVEEN N)

Person 5(VISHNU KUMAR M S)

Write down any ideas that come to mind

that address your problem statement.

Brainstorm

10 minutes

Person 3(SANJAI J)

Person 4(SUTHAN K)

You can select a sticky note and hit the pencil [switch to sketch] icon to start drawing!

Group ideas

Take turns sharing your ideas while clustering similar or related notes as you go. Once all sticky notes have been grouped, give each cluster a sentence-like label. If a cluster is bigger than six sticky notes, try and see if you and break it up into smaller sub-groups.

20 minutes

Add customizable tags to sticky

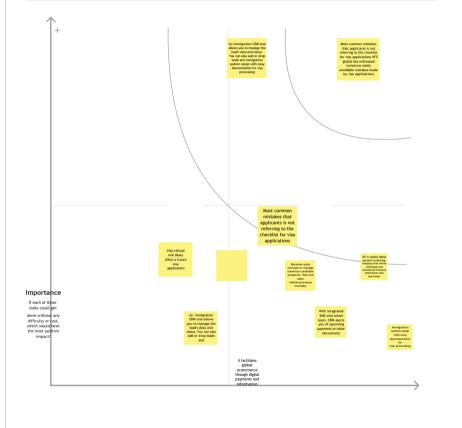
notes to make it easier to find, browse, organize, and categorize important ideas as themes within your mural.

Prioritize

Your team should all be on the same page about what's important moving forward. Place your ideas on this grid to determine which ideas are important and which are feasible.

20 minutes

Participants can use their cursors to point at where sticky notes should so on the grid. The facilitator can confirm the spot by using



Ouick add-ons

Share the mural Share a view link to the mural with stakeholders to keep them in the loop about the outcomes of the session.

After vou collaborate

who might find it helpful.

You can export the mural as an image or pdf

to share with members of your company

Export the mural

Export a copy of the mural as a PNG or PDF to attach to emails, include in slides, or save in your drive.



Keep moving forward Strategy blueprint Define the components of a new idea or

> Open the template Customer experience journey map Understand customer needs, motivations, and

obstacles for an experience. Open the template

Strengths, weaknesses, opportunities & threats Identify strengths, weaknesses, opportunities,

and threats (SWOT) to develop a plan. Open the template

Share template feedback



















