



Brainstorm & idea prioritization

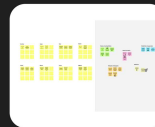
Use this template in your own brainstorming sessions so your team can unleash their imagination and start shaping concepts even if you're not sitting in the same room.

🕒 10 minutes to prepare

🕒 1 hour to collaborate

👥 2-8 people recommended

📝 Share template feedback



Need some inspiration?

See a finished version of the template to kickstart your work.

[Open example](#) →



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

Define who should participate in the session and send an invite. Share relevant information or pre-work ahead.

B

Set the goal

Think about the problem you'll be focusing on solving in the brainstorming session.

C

Learn how to use the facilitation tools

Use the Facilitation Superpowers to run a happy and productive session.

[Open article](#)



1

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.

🕒 5 minutes

PROBLEM

How to track all the expenses and incorporate proper budget planning and savings according to the reports collected from several bills?



Key rules of brainstorming

To run an smooth and productive session



Stay in topic.



Encourage wild ideas.



Defer judgment.



Listen to others.



Go for volume.



If possible, be visual.

2

Brainstorm

Write down any ideas that come to mind that address your problem statement.

🕒 10 minutes

TIP

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

Joodith Hermmina

<p>a simple plan for examining every transaction listed, as well as test the procedure completely and accurately</p>	<p>an step which shows all the examples and track everything nicely</p>	<p>Giving timely reminders</p>
<p>Insights on Budget vs Actual Expenses</p>		

Raghunandhan

<p>being to select for disclosure so that it can communicate and generate the graphs required</p>	<p>providing a detailed site and action plan on the deficiencies and payments</p>	<p>providing costs of materials and laboratory functionality of equipment and charts, visit site graphs that provide temporal analysis</p>
<p>examples of having graphs</p>		

Manavallan

<p>Provide a variety of tools to give all learners an easy way to understand visual and graphical</p>	<p>Integrate with your social accounts, online payment apps, credit and debit cards</p>	<p>Microsoft, Apple, Amazon, Google, Facebook, Twitter, LinkedIn, YouTube, etc.</p>
<p>Over Budget alerts and up to improve savings</p>		

Pranlis

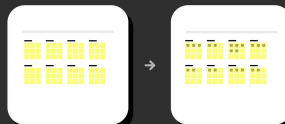
automate and track the recurring bill payments	security measures included to protect data	preparing to receive and respond to customer requests
integrate to business expenditure app		

Person 5

Person 6

Person 7

Person 8



3

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 can break it up into smaller sub-groups.

🕒 20 minutes

Track features

- Expense track
- Bills track
- Transactions: track receipt, bank account, category, comments
- Security: resources to protect data

Alerts and Notifications

- Recurring bills
- Over budget
- Bill reminders

TIP

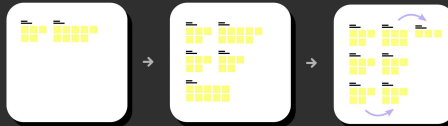
Add customizable tags to sticky notes to make it easier to find, browse, organize, and categorize important ideas as themes within your mural.

Reports

- Reports on monthly expenditure and savings
- Settlements report
- Budget: review actual expense report
- Monthly savings through investments

Investments

- Track of investments
- Suggestions on investments and savings

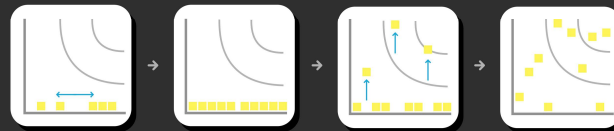
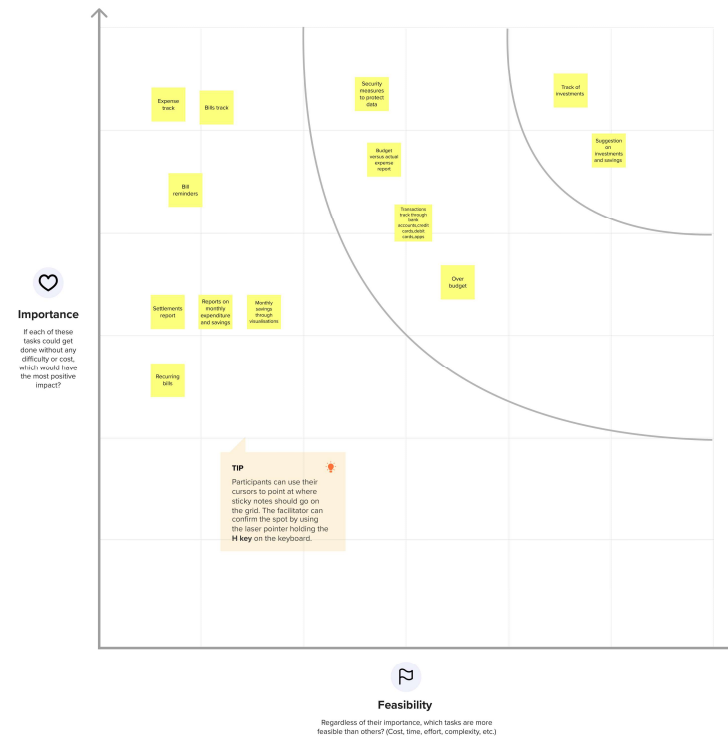


4

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





After you collaborate

You can export the mural as an image or pdf to share with members of your company who might find it helpful.

Quick 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.



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 strategy.

[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](#)