

# 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

Share template feedback

2 1 hour to collaborate

2-8 people recommended

## to do to get going.

⊕ 10 minutes

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

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

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

## Before you collaborate

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

## 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.

ტ 5 minutes

GAS LEAKAGE MONITORING ANDALERTING

To run an smooth and productive session Stay in topic.

Defer judgment.

Key rules of brainstorming

# Listen to others.

Encourage wild ideas.

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

→ 10 minutes

Brainstorm

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

### ABINAYA S SOPHIA GRACE R

Very useful in industries as well as households

DHANUSHYA D













## 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

USER IDENTIFY REDUCE









**ADVANTAGES** 









TECHNOLOGY



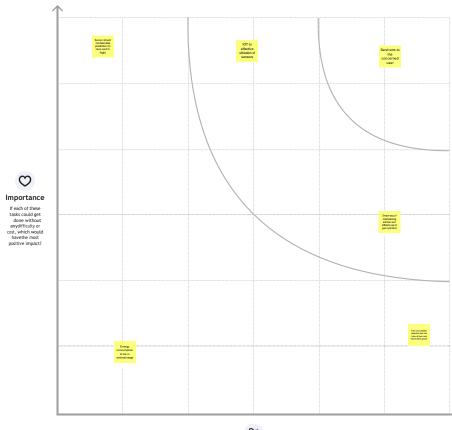




## Prioritize

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





Regardless of their importance, which tasks are more feasible than others? (Cost ,time ,effort ,complexity ,etc.)