



# 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 this 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



### 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.

[Open article](#)



## 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 might we [your problem statement]?



### Key rules of brainstorming

To run a smooth and productive session

- Stay in topic.
- Defer judgment.
- Go for volume.
- Encourage wild ideas.
- Listen to others.
- If possible, be visual.



## 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!

DHAYANIDHI M

If Donor is Out of Station for Long time then they should be removed from the database  
If Donor is not available then User is directly Connected to the Blood bank for immediate help  
If Blood is Donated then that should be informed to all the donors who all get the email notification of the emergency  
Donor should have a normal Blood Pressure and Sugar Level as they should be tested before blood donation  
Donor must meet the minimum hemoglobin level for blood donation  
Donor is not allowed to donate blood if Donor is pregnant

GOKUL G

Donor must not be in the age limit of 18-45 years to donate blood so it must be verified with birth certificate  
Donor must not drink before blood donation process as it must be verified  
If Donor had a tattoo or body piercing he/she cannot donate their blood for 6 months so it must be verified  
Badges or Stars can be provided to encourage donor  
Donor who donate blood full details must be uploaded  
Aadhar card must be verified before blood donation

AJAKUMARS

Donor Should Upload their Medical Certificate  
Due to Covid Situation Donor Should Upload the Vaccination Certificate  
Donor will get notified after 12 weeks that they ready for next blood donation  
Update the Donor Certificate 6 month once  
Donor will not get notification for 12 weeks (gap for next Donation) in case of emergency  
In Case of Emergency Donor can provide the mobile number

ASHWINRAJ M

If Donor is on away can switch between available and not available mode  
If any Donor rejects the request more than five times then the data of donor should be removed  
Certificates will be generated after blood donation for the donor  
If the User get the Blood from other Source then it should be informed to all the donors who get notification  
Donor Contact details should be maintained confidential  
Application Should be User friendly for both user and donor



## Group ideas

Take turns sharing your ideas while clustering similar or related notes as you go. In the last 10 minutes, 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.

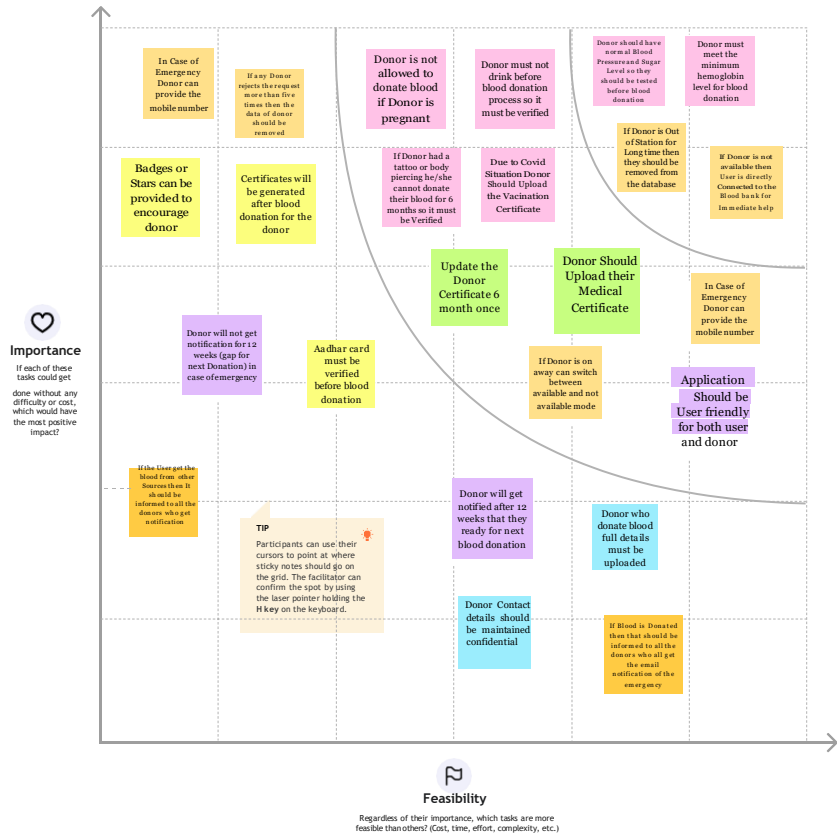
20 minutes



## 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](#)

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