

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

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

> How might we allow the user a simple way to track their personal expense and how might we define a remainder system for the user.

focus of your brainstorm. → 5 minutes PROBLEM

Key rules of brainstorming To run an smooth and productive session Encourage wild ideas. Defer judgment. Listen to others.

Go for volume.

If possible, be visual.

Brainstorm

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

⊕ 10 minutes



VIKASH D

avigate to the lashboard	Edit User Profile	Visualize the expenses
dd income and expenses	Add remainder and get	Set budget

VINOTH P

Set smart budget to help you not over spend money in a chosen category	No ne compli Excel s

of money

Filter the expenses graphically	Edit income and expenses	Keep accurate records
Create a additional steam of income	Shows cash flow	Generate Monthly report

BALASANTHOS

n	No need for complicated Excel sheets	Categorize your expenses
	Get monthly	

Filter the Add multiple expenses stream of periodically income Helps you to stick on your budget and cut out impube

YOGANATH J

Filter the expenses graphically	Edit
Create a additional steam of income	Shor

To remind user to enter the spendings	Categ th expe
EU	

for budget

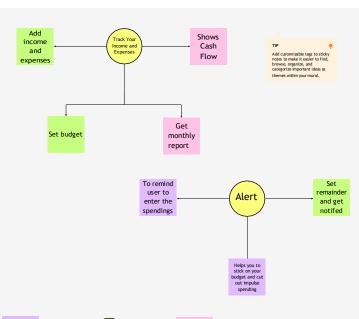
Limitations

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

expense periodically



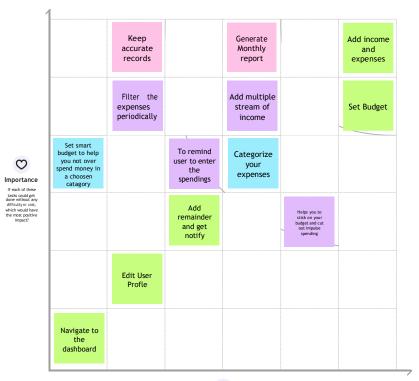
Edit user



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.)

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.

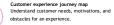
Export the mural Export a copy of the mural as a PNG or PDF to attach to emails, include in slides, or save in your drive.

Keep moving forward

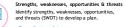


Define the components of a new idea or strategy.

Open the template 🛶



Open the template ->



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

Share template feedback

