



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



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



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
GAS LEAKAGE
MONITORING & ALERTING
SYSTEM FOR INDUSTRIES



Key rules of brainstorming

To run a 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!

Person 1	Person 2	Person 3	Person 4
Voice Alert Systems	Integration of BMS	Smoke Detectors	Mass Notification System
Multi-Sensor Detection	Flame Detectors	Buzzers	Ionization Smoke Detector
Fire Gases Detectors	Alarm Activation Detection	Supervise Gas Control	General Alarm System Technology
Leak Rate with Flame Monitoring	Gas Detection and Warning System	Horns	RF Enabled Connected Detectors
Embedded Machine Learning	Automatic Gas Control	Bells	Audio System
Prescriptive Maintenance	Heat Pump Interference System	Voice Cues	Smoke Alarm Detection
Epilogue	Plant based solution	Sirens	Photoelectric Smoke Detector
Alarm Systems	Laser Based Solution	Audio Alarm System	IoT Retrofitting
Heat Detectors	Warning Technologies	Sound Alarm	Buzzer System

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

Category 1:

Voice Alert System
Audio System
Smoke Alarm Detection
Flame Detectors

Category 2:

Gas Detection
Heat Detectors
Automatic Gas Detectors
Smoke Reaction

Category 3:

Supervise Gas Control
Audio System

Category 4:

Prescriptive Maintenance
Mass Notification System

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

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



Need some inspiration?

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

Open example

