Template

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

How to help the user to track the monthly expenses and send alerts to the user about spending expenses

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!

VASANTHA KUMAR G

To user to enter the spending
Limitations for budget
Edit monthly expenses
Keep accurate records
Add income and expenses
Add revenue and get notify

VASANTH A

Edit user profile
Navigate to dash board
Set Budget
Visualize the expense
Generate monthly record
Show cash flow

VANAMAMALAIKANNAN S

Create a additional stream of income
Get monthly report as pdf or excel sheet
Generate Monthly report
Helps you to stick on your budget and cut out impulse spending
Filter the expenses periodically

VISHNU M R

Add multiple stream of income
To remind user to enter the spendings
Categorize the expenses
Feedback System
We need for complicated Excel sheets
Incorporating a feature to convert in to excel.

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 and break it up into smaller sub-groups.

20 minutes

Category 1

Set Budget
Add multiple stream of income
Create a additional stream of income
Limitations for budget

Category 2

Get monthly report as pdf or excel sheet
To user to enter the spending
Categorize the expenses

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

Category 3

Add revenue and get notify
To remind user to enter the spendings
Helps you to stick on your budget and cut out impulse spending
Show cash flow

Category 4

Generate Monthly report
Keep accurate records
Feedback System
Visualize the expense

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.

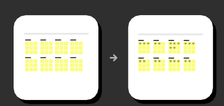
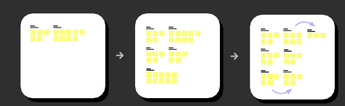
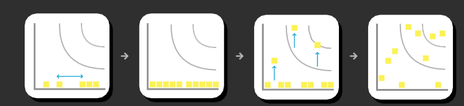
Export the mural
Export a copy of the mural as a PNG or PDF to attach to emails, include in slides, or save in your drive.

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

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Open example