# 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

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**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 →

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**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**
Natural Disasters Intensity Analysis and Classification using Artificial Intelligence

**Key rules of brainstorming**
To run an smooth and productive session

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

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**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!

**srinath anish**
- Saved plant
- Maintain River correct method
- Avoid chemical fertlers
- Stay and straight triangles window

**sanjeev kumar**
- Obtain home owner's insurance
- Install new garage door's
- Crush around the doors and windows
- Move reinforced beam attack of sand window

**kali muthu**
- Bolt the house to the foundation
- Add support to pplle walls
- Secure porches and car ports
- Use flexible connectors on gas and water lines

**bala subramaniyan**
- Install backflow valves
- Learn how to turn of utilities
- Hang and head resistance curtatons
- Secure like chimney
- Hang and head resistance curtations

**ram kumar**
- Keep storm drains clear
- Install hurricane straps
- Board roads and cuts in the foundaton
- Move indoor appliances

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**3**

**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

## GROUP BASED ON METHODS

- Hang and head resistance curtations
- Learn how to turn of utilities
- Secure porches and car ports

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

## GROUP BASED ON DATAS AND RECORDS

- Install hurricane straps
- Maintain River correct method
- Move indoor appiances

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**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

**Importance**
If each of these tasks could get done without any difficulty or cost, which would have the most positive impact?

- Caulk around the doors and windows
- Saved plant
- Add support to pplle walls

**TIP**
Participants can use their cursors to point at where sticky notes should go on the grid. The facilitator can confirm the spot by using the laser pointer holding the H key on the keyboard.

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

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**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.

🕐 20 minutes

**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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**Need some inspiration?**
See a finished version of this template to kickstart your work.

Open example →