



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



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
Due to overflowing of dustbin, land filling with wastes which causes diseases. Non degradable waste causes land pollution.



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!

ABISHA S

placing dustbin in public places.

BEBINA S

Reduce, Reuse and Recycle.

KAMALI S

Reducing the need for human work.

KAVI PRIYA V

Collect and deliver waste using solar powered trash compactors.



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

CATEGORY-1

Smart waste management system for public
useful to people
pollutant is low
interactive user interface
Easy to identify the types of waste
sensors used for finding overflow

CATEGORY-2

Early prediction helps to manage the problem
interactive to user
Making many evolutionary changes in environment
Recycling waste
warning message if dustbin is full
Send SMS to garbage collector if garbage is full

CATEGORY-3

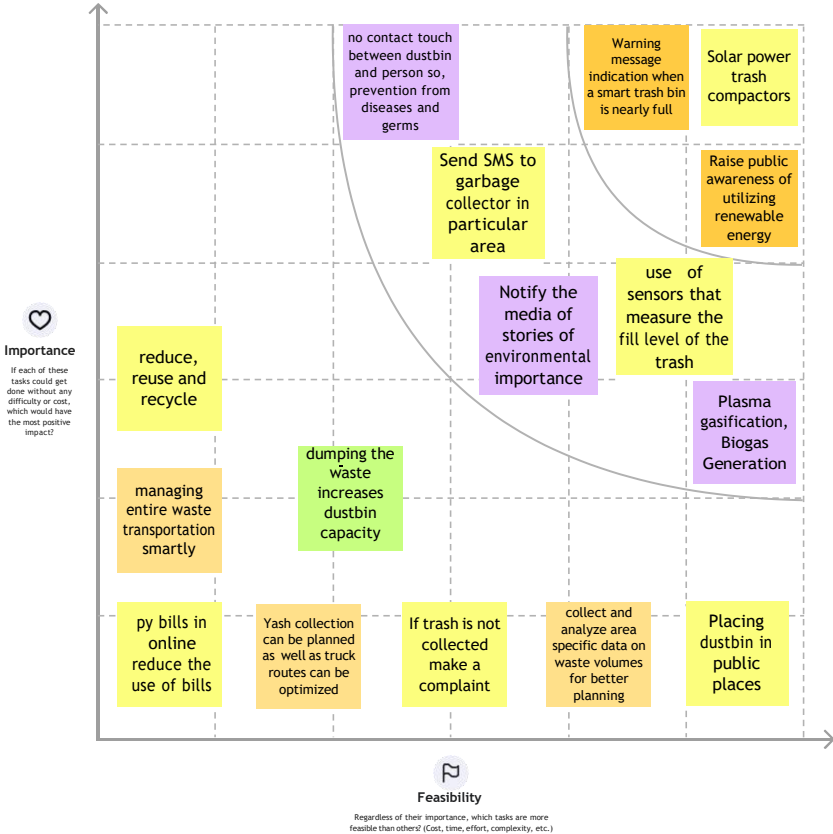
Instant solution
Prevention from diseases and germs
degradable waste converted to biogas
Smart solution to solve the problem
Less man power
Less usage of plastic



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

