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

Team gathering Define who should participate in the session and send an invite. Share relevant information or pre-work ahead.

A little bit of preparation goes a long way with this

session. Here's what you need to do to get going.

Set the goal

Think about the problem you'll be focusing on solving in the brainstorming session.

① 10 minutes

Learn how to use the facilitation tools Use the Facilitation Superpowers to run a happy and productive session.

Open article →

Before you collaborate

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Need some **3**ee a finished version of this template to kickstart your work.

Define your problem statement

focus of your brainstorm.

5 minutes

What problem are you trying to solve? Frame your

problem as a How Might We statement. This will be the

PROBLEM

How might we make an

To run an smooth and productive session

Stay in topic. - Encourage wild ideas.

Defer judgment. Steen to others.

Key rules of brainstorming

person

Obese Healthier?

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

10 minutes

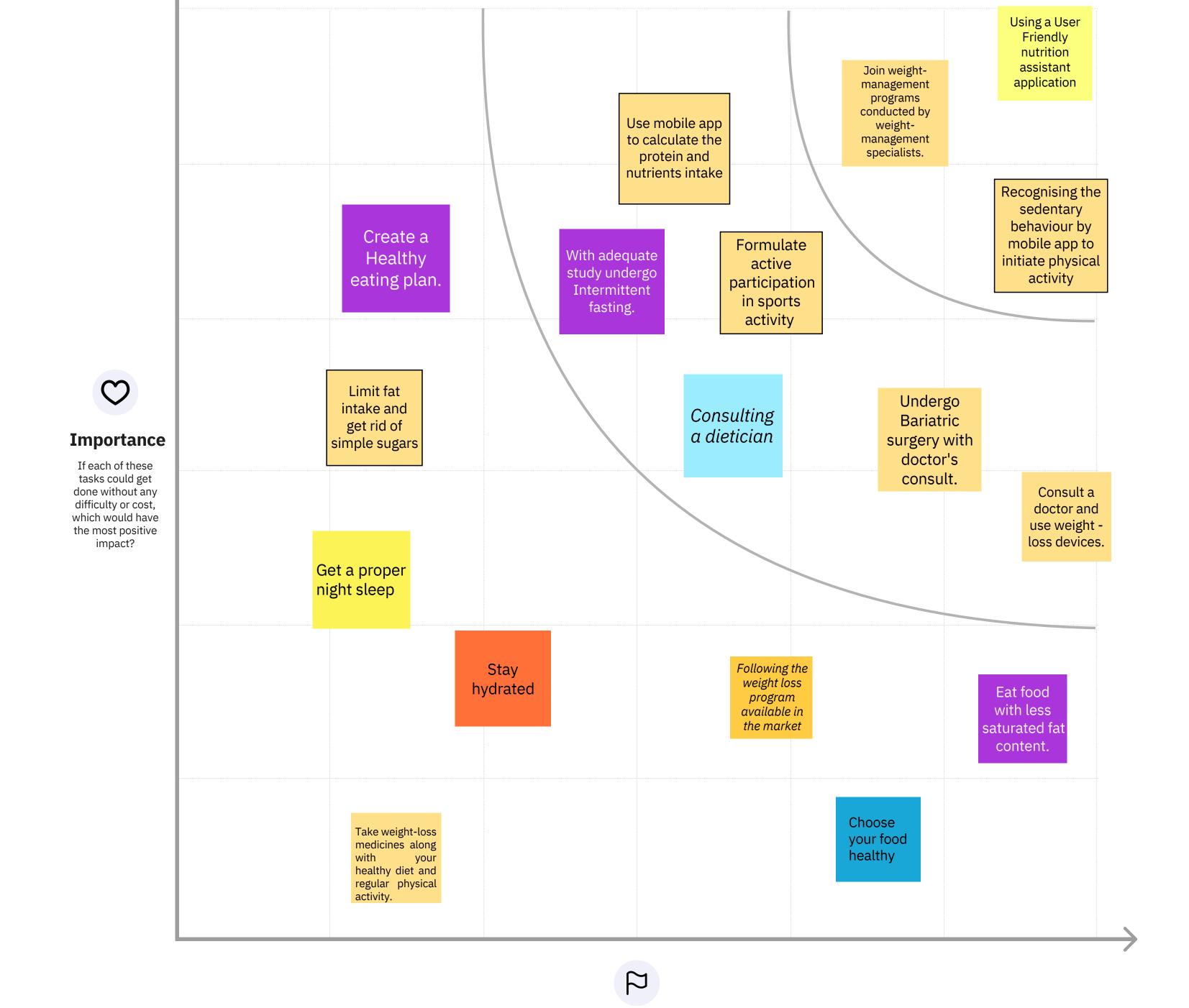
You can select a sticky note

and hit the pencil [switch to sketch] icon to start drawing!

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-

Using a User Friendly Use mobile app to calculate the protein and nutrients intake nutrition assistant application Take weight-loss medicines along with your Excercis e regularly healthy diet and **NUTRITION TRACKER APPLICATION** regular physical **DIETITION CONSULT** FAT REDUCTION STRATEGY

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. **① 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

Strategy blueprint Define the components of a new idea or

Open the template →

Customer experience journey map



Strengths, weaknesses, opportunities & threats Identify strengths, weaknesses, opportunities, and threats (SWOT) to develop

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