Use this template in your own brainstorming sessions so your team can unleash their imagination and start shaping concepts even if you're

10 minutes to prepare 1 hour to collaborate

## Brainstorm & idea prioritization Team gathering

not sitting in the same room.

2-8 people recommended

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

1. How might we make the responses quicker and accurate ? 2. How might we make the support How might we make the support widely available?
 How might we lessen the involvement of humans in the system?

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. Brainstorm

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!

Abarna S

Dhanalakshmi V

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.

Intelligent Design

→ 20 minutes

Artificial Intelligence

& Documentation

Voice assistant in the bank app

Best of both

worlds

Rule-based systems

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

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

A complete

documentation

of the banking servcies

Effectiveness How effective are the proposed solutions

0

interacting over phone.

Web-app

engine

Feasibility

24x7 toll-free

helpline

feasible than others? (Cost, time, effort, complexity, etc.)

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.

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 a view link to the mural with stakeholders to keep

B Export the mural Export 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

them in the loop about the outcomes of the session.

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



Share template feedback

























