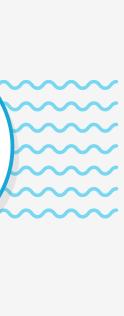


Brainstorm & idea prioritization

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



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. ① 10 minutes

Team gathering

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.

Set the goal

Use the Facilitation Superpowers to run a happy and productive session. Open article →

Learn how to use the facilitation tools

PROBLEM How might we [your problem statement]?

Define your problem statement

focus of your brainstorm.

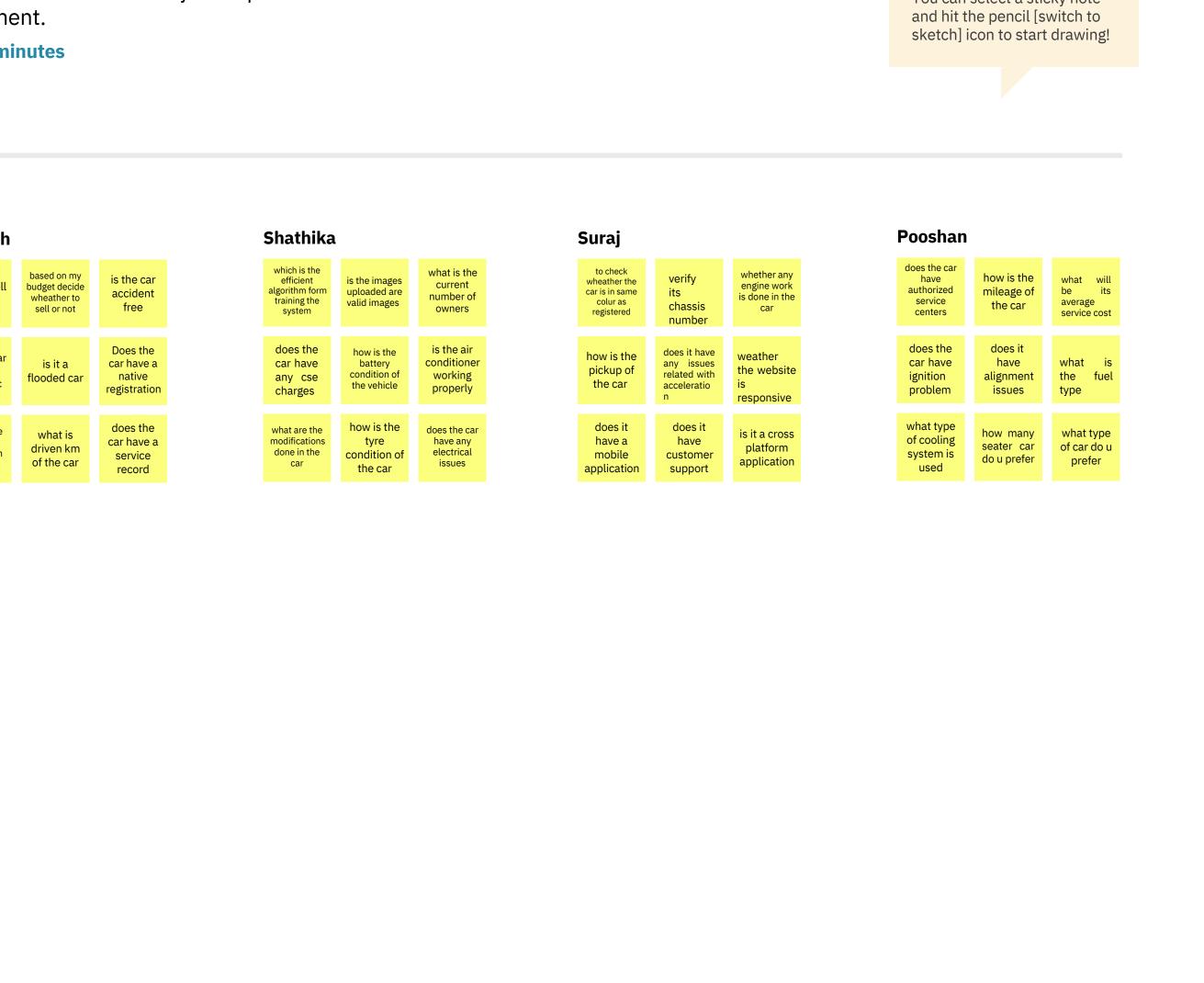
5 minutes

What problem are you trying to solve? Frame your

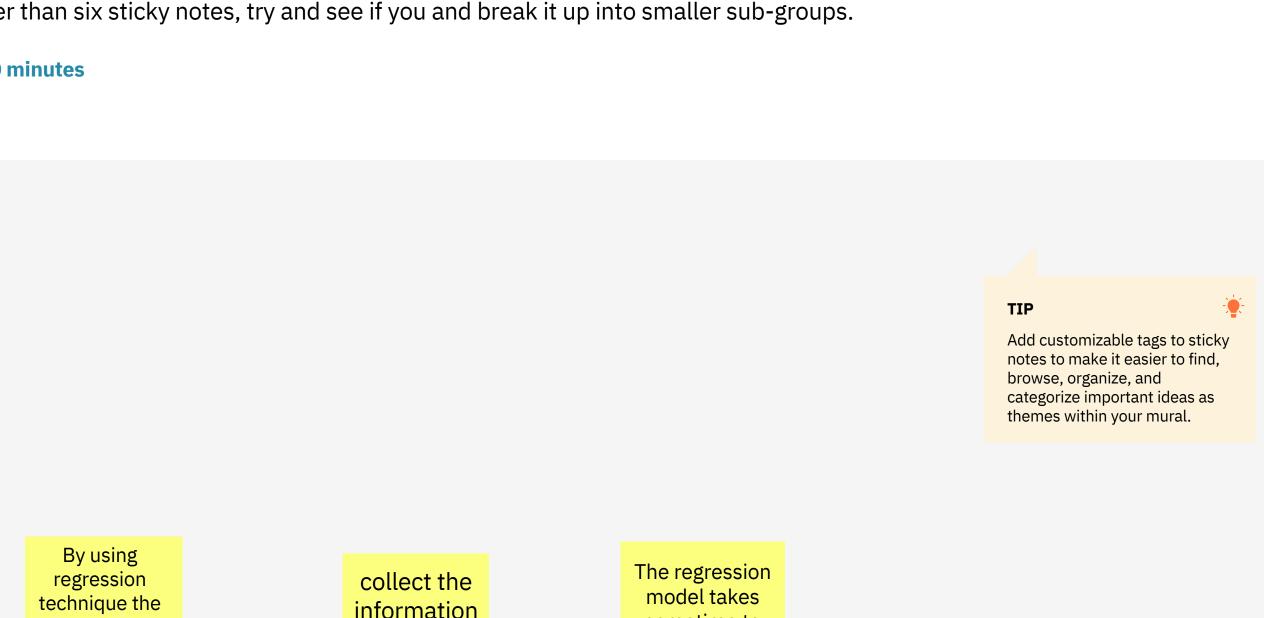
problem as a How Might We statement. This will be the

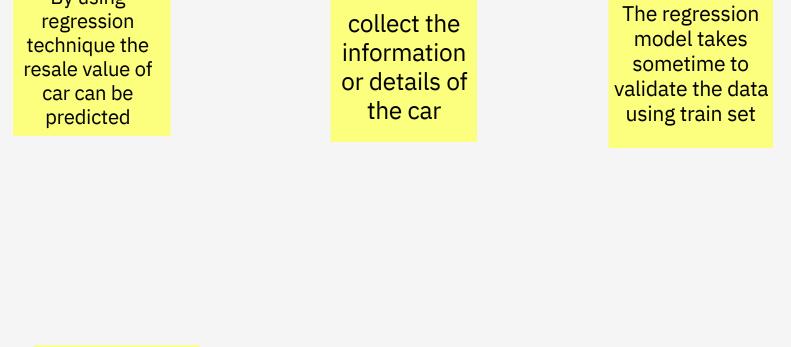


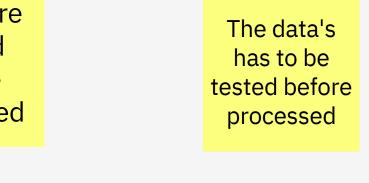
Brainstorm Write down any ideas that come to mind that address your problem You can select a sticky note and hit the pencil [switch to sketch] icon to start drawing! statement. Pooshan

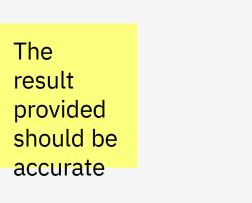


Group ideas Take turns sharing your ideas while clustering similar or related notes as you go. Once all sticky notes have been grouped, give each cluster a sentence-like label. If a cluster is bigger than six sticky notes, try and see if you and break it up into smaller sub-groups.









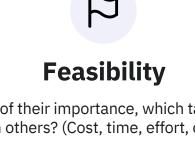


Your team should all be on the same page about what's

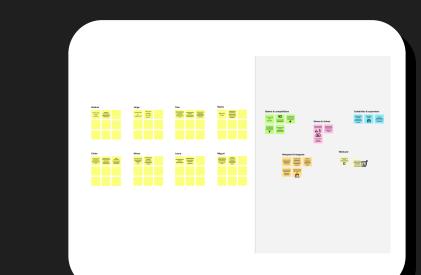
important moving forward. Place your ideas on this grid to determine which ideas are important and which are feasible.

Output 20 minutes





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



Need some inspiration

