# Before you collaborate

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

10 minutes

# 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

A little bit of preparation goes a long way

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

B 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

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

PROBLE M How might we [your problem statement]?

# Key rules of brainstorming

To run an smooth and productive session

Encourage wild ideas. Listen to others.

Defer judgment. Go for volume.

If possible, be visual.

# Define your problem statement

# Venkatesh

Write down any ideas that come to mind

that address your problem statement.



utilization of

available

resources

Lakesh

Brainstorm

10 minutes

The app/website must have provision for the users to give their feedback.

Analyze

Different

types of

disease

Sharook

Reduces Cost

You can select a sticky note and hit the pencil [switch to

sketch] icon to start drawing!

Useful to people with no prior

# Lakesh













Nandhu Krishna

# 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.



Choosing and Training Algorithms





Recommendation.

Add customizable tags to sticky

notes to make it easier to find, browse, organize, and categorize important ideas as

themes within your mural.



### Farming Guide & Uses







## 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.

Try various algorithms to pick the one with high accuracy

20 minutes





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.

## If each of these

tasks could get done without any difficulty or cost, which would have the most positive impact?

increasing the quality growth

## Feasibility

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

A 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

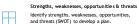
Define the components of a new idea or strategy.

Open the template

### Customer experience journey map

Understand customer needs, motivations, and obstacles for an experience.

Open the template



Open the template

Share template feedback

Share template feedback