

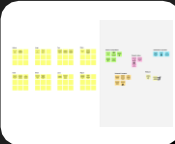


Brainstorm & Idea prioritization

Use this template in your own brainstorming sessions so your team can unleash their imagination and start shaping concepts even if you are not sitting in the same room.

- 10 minutes to prepare
- 1 hour to collaborate
- 2-8 people recommended

Share template feedback



Need some inspiration?
See a finished version of this template to kickstart your work.
Open example



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

1

Define your problem statement

A food delivery service company must deal with perishable raw materials daily. Abundant raw materials could lead to food wastage in a large quantity whereas depletion in raw materials could lead to customers seeking delivery service from competitor companies. Hence accurately predicting the quantity of raw materials needed for the food orders is essential.

PROBLEM
How might we [your problem statement]?



Key rules of brainstorming

To run an smooth and productive session

- Stay in topic.
- Defer judgment.
- Go for volume.
- Encourage wild ideas.
- Listen to others.
- If possible, be visual.

2

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!

Iniyan S D

Calculate the raw materials required

Place the order only after knowing the amount required

Design an algorithm to predict the materials required

Integrate the algorithm in an ML model for prediction

Ashvik J

Food quality should be checked before procurement

Good food quality can ensure well-being of customers and also lasts longer than cheap quality products

If there is excess amount of food, discounts will ensure no wastage of food

Make sure food inventory never goes empty

Dharani R

Data required for prediction can be gathered from restaurants or hotels

Food order data required per day should be gathered

An accurate dataset would be helpful in the prediction process

Dataset should not contain any null values

Vinobala V

Integrate the ML model with web application

Automatic warnings should be issued in prior if there is food shortage

Track the sales and the orders made in a weekly basis

Proper prediction could help the delivery service to make a mark in the food industry

3

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 can break it up into smaller sub-groups.

20 minutes

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Make sure food inventory never goes empty

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Automatic warnings should be issued in prior if there is food shortage

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

4

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

Importance
If each of these tasks could get done without any difficulty or cost, which would have the most positive impact?



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