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.

⏱ 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 →

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① **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

PROBLEM

How might we allow the user a simple way to track expense and how might we define a remainder system for the user

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.

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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!

Hagith

- Navigate to the dashboard
- Edit User Profile
- Visualize the expenses
- Add income and expenses
- Add remainder and get notify
- Set budget

Yashaswini

- Filter the expenses graphically
- Edit income and expenses
- Keep accurate records
- Create a additional stream of income
- Shows cash flow
- Generate Monthly report

Thala Muthu Manivel

- Set smart budget to help you not over spend money in a chosen category
- No need for complicated Excel sheets
- Categorize your expenses
- Feedback System
- Get monmny report as pdf or excel sheet
- Overspending / underspending of money

Avinash

- To remind user to enter the spendings
- Categorize the expenses
- Limitations for budget
- Filter the expenses periodically
- Add multiple stream of income
- Helps you to stick on your budget and cut out impulse spending

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③ **Group ideas**
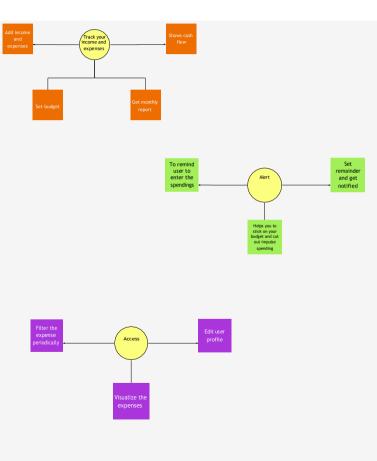
Take turns sharing your ideas while clustering similar or related notes as you go. In the last 10 minutes, give each cluster a sentence-like label. If a cluster is bigger than six sticky notes, try and see if you can break it up into smaller sub-groups.
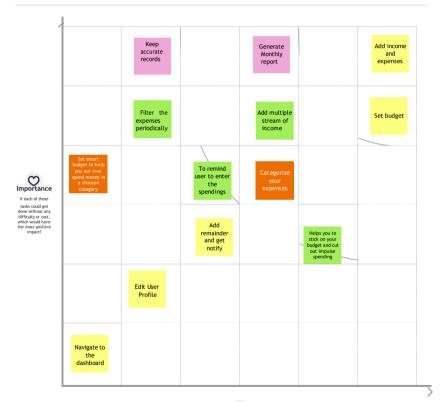
⏱ 20 minutes

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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?

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

Grid sticky notes:
- Keep accurate records
- Generate Monthly report
- Add income and expenses
- Filter the expenses periodically
- Add multiple stream of income
- Set budget
- Set smart budget to help you not over spend money in a chosen category
- To remind user to enter the spendings
- Categorize your expenses
- Add remainder and get notify
- Helps you to stick on your budget and cut out impulse spending
- Edit User Profile
- Navigate to the dashboard

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