Template

Brainstorm &ideaprioritization

Use this template in your ownbrainstormingsessionssoyourteamcan unleash their imagination andstart shaping concepts even if you'renotsittinginthesameroom.

A

10minutestoprepare

1hourtocollaborate

2-8peoplerecommended

Beforeyoucollaborate

A little bit of preparation goes a long way with thisession.Here'swhatyouneedtodotogetgoing.

10minutes

- Teamgathering
  Definewhoshouldparticipateinthesessionandsendaninvite.Sharerelevantinformationorpre-workahead.
- B Setthegoal
  Think aboutthe problemyou'lbe focusingonsolving inthebrainstormingsession.
- C Learnhowtousethefacilitationtools
  Usethefacilitation Superpowerstorunahappyand productivesession.

Openarticle

Defineyourproblemstatement

What problem are you trying to solve? Frame yourproblemasaHowMightWestatement.Thiswillbethefocusofyourbrainstorm.

5minutes

PROBLEM

How might we [yourproblemstatement]?

Keyrulesofbrainstorming

Torunansmoothandproductivesession

- Stay in topic.Defejudgment.
- Encourage wild ideas.Listentoothers.
- Goforvolume. Ifpossible,bevisual.

Brainstorm

Writedownanyideasthatcometomindthataddressyourproblemstatement.

10minutes

TIP

You can select a sticky notearad hit the pencil [switch tosketch]contostartdrawing!

ELAKKIYAS

GRACERANIM

PAVITHRAM

SUMITHRAA

Person5

Person6

Person7

Person8

Groupideas

Taketurnssharingyourideaswhileclusteringsimilarorrelatednotesasyougo.Inthelast10 minutes,giveeachclusterasentence-likelabel.Ifclusterisbiggerthansixstickynotes,tryandseeifyouandbreakitupintosmallersub-groups.

20 minutes

TIP

Addoustomizablestatustostickynotes to make it easier to find,browse, organize, andcategorize important ideas asthemeswithinyourmural.

Prioritize

Your team should all be on the same page about what's important movingforward.Placeyourideasonthisgridtodeterminewhichideasareimportantandwhichareafeasible.

20 minutes

Importance

Reachoftheee

ideasincouldgetdone withlight empdifficulty or cost,which would havethemostpositiveimpact?

Chiefexecutive officer

Product manager / Product owner

Chief data scientist / Chief Scientist / Analytics

Chief AI ethicists / safety officers

Wha ensure the "Ai-ready"

Learn how Stack in action

Reputation safeconditions

Ai/ml specialist / machine learning engineer

TIP

Participants can use theircursors to point at whereideas/ notes should go onthe grid. The facilitator canconfirm the spot By usingthe laser pointer holding theHkeyorthekeyboard.

Feasibility

Afteryoucollaborate

Youcanexportthemuralasanimageorpdftosharewithmembersofyourcompanywhorninghfindthelpful.

QUICKGO-ONS

- A Sharethemural
  Shareaviewlinktotthemuralwithstakeholderstokeepthminthelooppabouttheoutcomesofthesession.
- B Exportthemural
  Export a copy of the mural as a PNG or PDF to attach toemails,includeinslides,orsaveinyourdrive.

Keepmovingforward

- Strategyblueprint
  Define the components of a new idea orstrategy.
  Openthe template
- Customerexperiencejourneymap
  Understand customer needs, motivations, andobstaclesforanexperience.
  Openthe template
- Strengths,weaknesses,opportunities&threats
  Identify strengths, weaknesses, opportunities,andthreats[SWOT]todevelopaplan.
  Openthe template

Sharetemplatefeedback

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Need someinspiration?

See a finished versionof this template takickstartyourwork.

Edit with WPS Office

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