

Ideation Phase

Brainstorm & Idea Prioritization Template

Date	24 October 2023
Team ID	NM2023TMID03895
Project Name	FOOD TRACKING SYSTEM
Maximum Marks	4 Marks

Brainstorm & Idea Prioritization:

Step-1: Team Gathering, Collaboration and Select the Problem Statement:

Brainstorm & idea prioritization

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

Project Title:
FOOD
TRACKING
SYSTEM

➔
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

A
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.

C
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

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
FOOD TRACKING
SYSTEM

Key rules of brainstorming

To run a smooth and productive session

➔ Stay in topic.

💡 Encourage wild ideas.

⏸️ Defer judgment.

👂 Listen to others.

🗣️ Go for volume.

👁️ If possible, be visual.

Need some inspiration?

See a finished version of this template to kickstart your work.

[Open example ➔](#)

Step-2: Brainstorm, Idea Listing and Grouping:

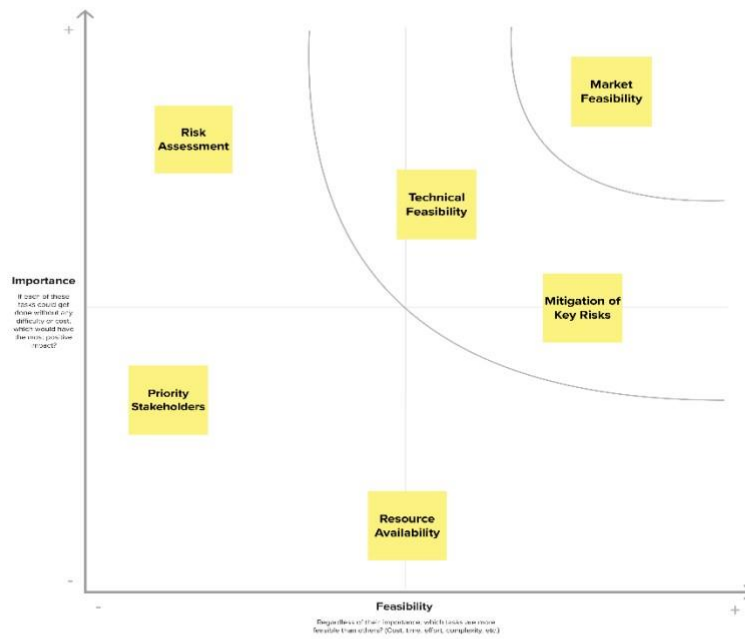
4

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

TIP
 An idea you can use then
 cursor to point at where
 all day ideas will go on
 the grid. The facilitator can
 confirm the spot by using
 the best idea - adding the
 H key on the keyboard.



→

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 →](#)

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