

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.

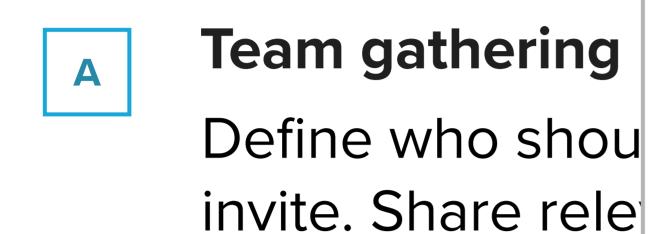
- (L) 10 minutes to prepare
- 1 hour to collaborate
- **2-8 people** recommended



Before you co

A little bit of prepa with this session. It to do to get going.

① 10 minutes



Set the goal

Think about the painstorming

Learn how to use
Use the Facilitation
productive session

Open article

1

Define your problem statement

What problem are you trying to solve? Fram problem as a How Might We statement. This focus of your brainstorm.

5 minutes

PROBLEM

How might we [your problem statement]?



Key rules of brainstormi

To run an smooth and productive ses













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.

① 5 minutes

PROBLEM

How might we [your problem statement]?



Key rules of brainstorming

To run an smooth and productive session



Stay in topic



Encourage wild ideas.



Defer judgment.



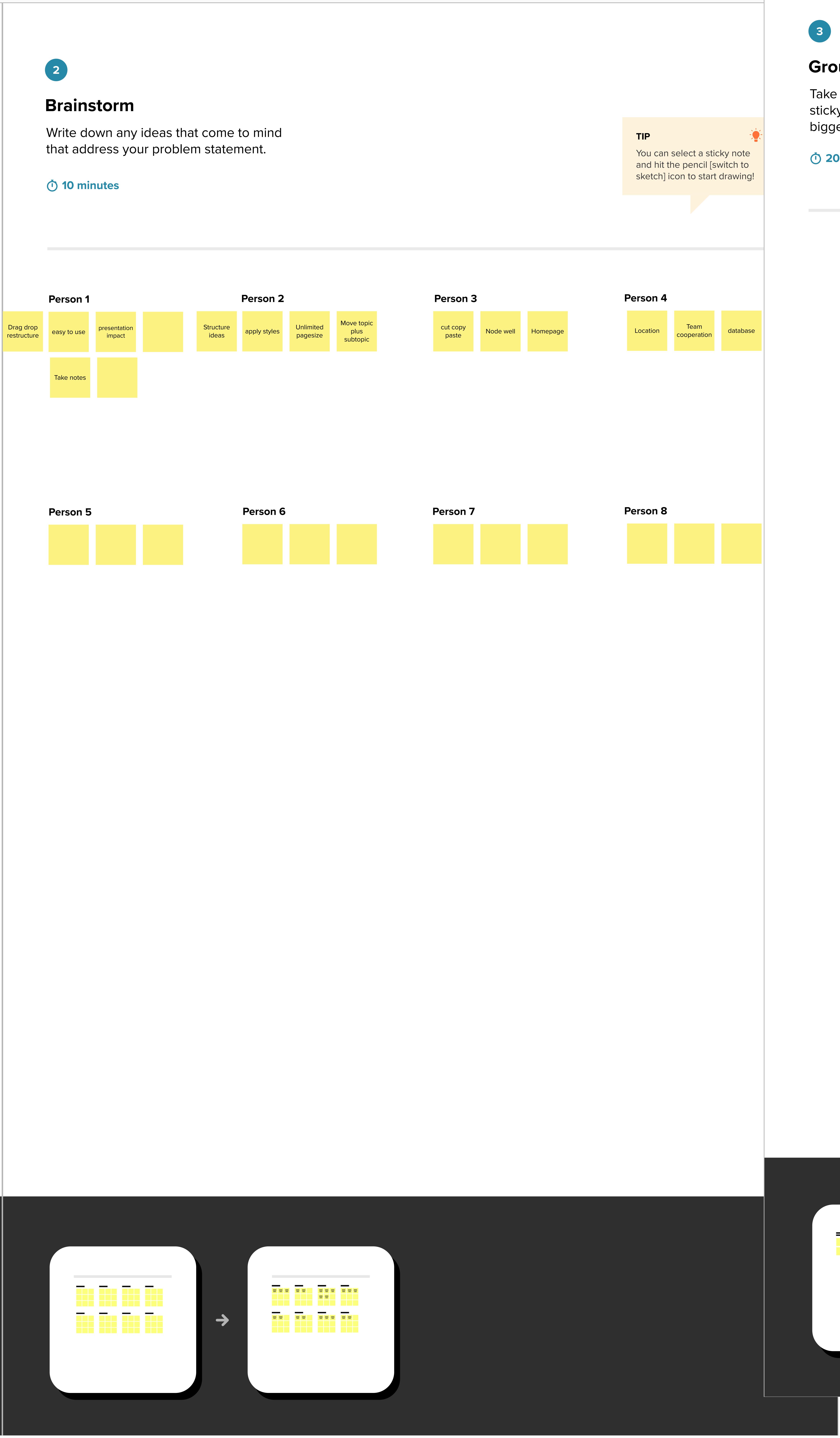
Listen to others.



Go for volume.



If possible, be visual.

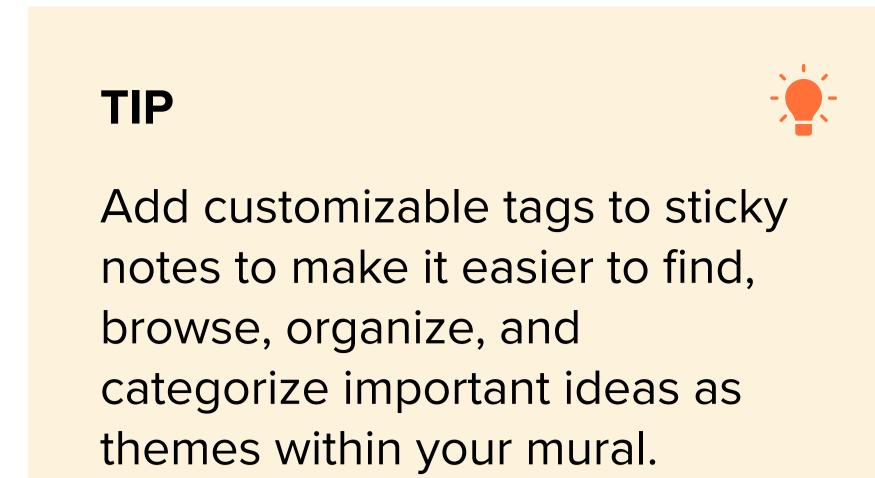


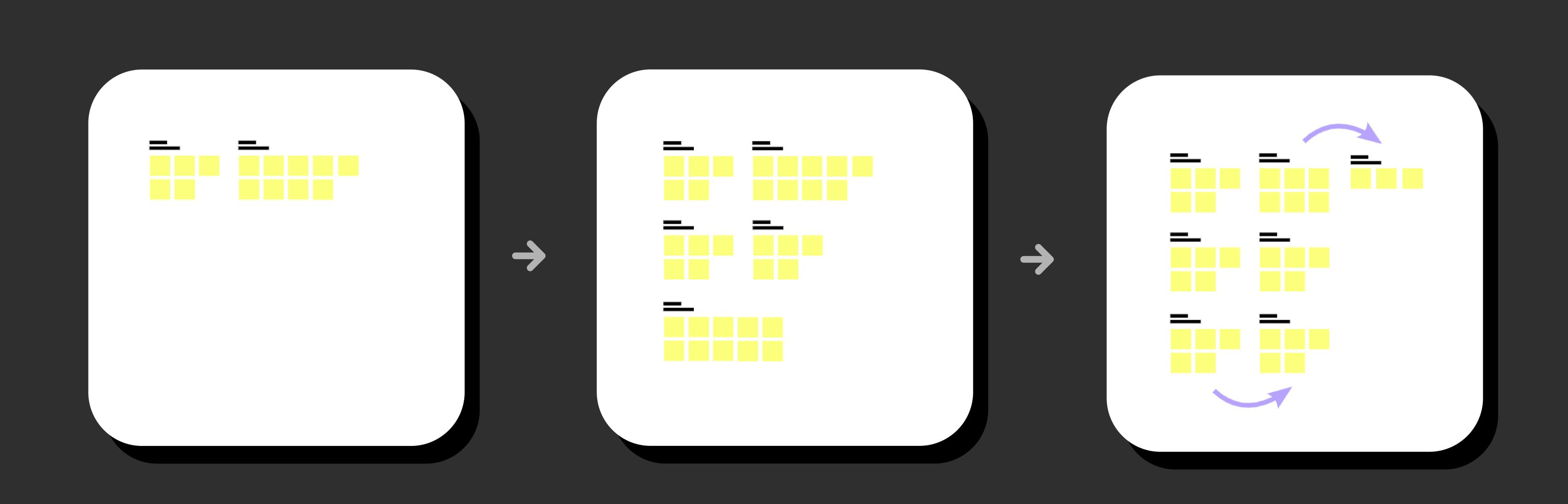


Group ideas

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.

① 20 minutes







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.

① 20 minutes

TIP

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.

recruiter reviews the application

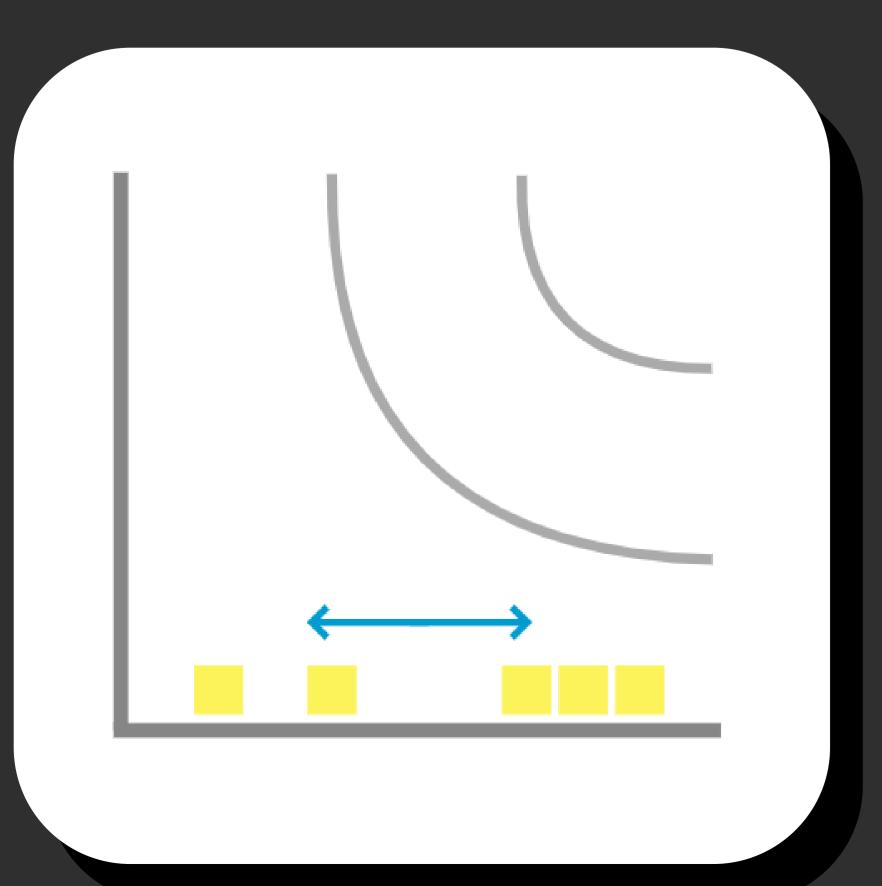
Hiring manager review the application

Technical screen& onsite interviews

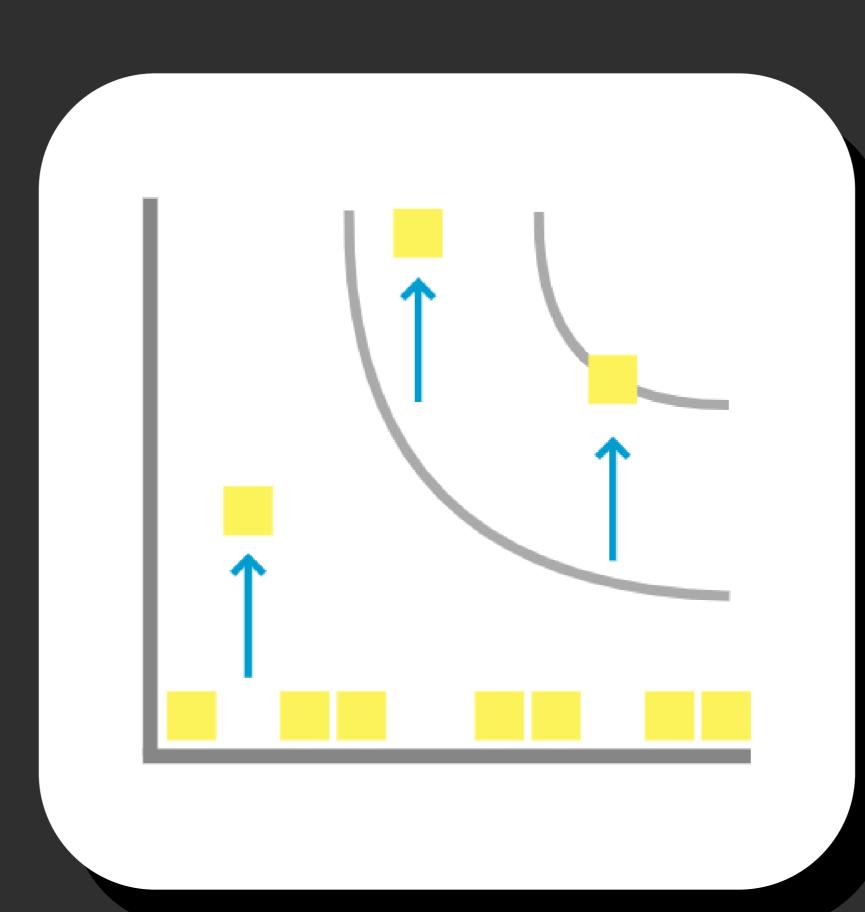
Canditate extended & offer

> Canditate accepts

Canditate declines











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