Template

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.

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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

India's agricultural crop production problem analysis .

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.

2 Brainstorm

Write down any ideas that come to mind that address your problem statement.

10 minutes

Tip
You can switch to sticky notes and the pencil to add the activity that is best suited for

Person 1

Person 2

Person 3

Person 4

Person 5

Person 6

Person 7

Person 8

3 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.

20 minutes

Tip
Add contextual logic to sticky notes's color if needs to flag, timeline, urgency, and responsibility, or categorize as theme within your notes.

Hi friends we are going to discuss about the indian agriculture forming . And we discuss about the

improment of forming in the morden word , hear is few promise for the meeting in india

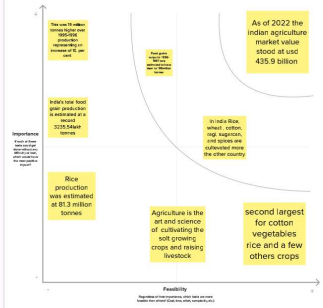
Rice, wheat, cotton , ragi, sugarcan,spices, vegetables are cultivating more ther other countrees..

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
Participants can use their own copies of the sticky notes already on the grid. The facilitator can then ask them to place it on the focus area or leave it on the backboard.



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
  You can export the mural as a PNG or PDF to attach to emails, notes or decks, or save in your drive.

Keep moving forward

- Strategy Blueprint
  Define the components of a new idea or strategy.
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- Customer experience journey map
  Understand customer needs, motivations, and obstacles for an experience.
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- Meeting roadmap
  Plan agenda topics, assign roles, capture notes, and iterate quickly to make meetings a productive, and iterative activity to develop a plan.
  Open the template →

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