Ideation Phase

Brainstorm & Idea Prioritization Template

Date	03 November 2025
Team ID	NM2025TMID03205
Project Name	Lease Management
Maximum Marks	4 Marks

Lease Management Template:

This guided project demonstrates how to manage lease agreements efficiently between tenantsandpropertyowners.Itbeginsbyrecordingtenantdetails,leasedates,rentamount,anddocument uploads. A system workflow is then created to send automated reminders for lease renewal and rent payment deadlines.

This ensures that tenants are aware of upcoming dues and property owners maintain proper documentationandfollow-ups.Thesystemavoidsmissedrenewals,latepayments,andconfusion in tracking lease documents manually.

Theworkflowalsoincludesatestscenariotovalidatethereminders.First,aleasenearexpirydate is tested to confirm reminder notifications are sent correctly. Then a test is run for rent payment alerts to ensure timely warnings are received.

Thisprocesshelpsbothtenantsandlandlordsmaintainorganizedleaserecordsandensures smooth lease lifecycle management.

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

Reference:https://www.mural.co/templates/brainstorm-and-idea-prioritizationhttps://www.mural.co/templates/brainstorm-and-idea-prioritization

Step-2: Brainstorm, Idea Listing and Grouping:

(Fig2:Imagerepresentsteammembersbrainstormingandplanningideas) Brainstorm: Teammembersshareideasrelatedtodigitalleasetracking,remindersystems,paymentlogs,and document storage features. Creative input helps identify ways to reduce manual work and avoid missed deadlines.

Idea Listing:
Allsuggestionsarelisted,includingfeatureslikeautomatedalerts,dashboardviews,secure document storage, and tenant-owner communication tools.

Grouping:
Similarconceptsaregrouped—suchasreminderfeatures,paymenttracking,anddocument management — to clearly identify key modules.

Action Planning:
SelectedideasareconvertedintoactionablestepslikeUIdesign,databasesetup,reminderlogic, and testing tasks with assigned responsibilities.

Step-3: Idea Prioritization:

(Fig3: Flow showing lease reminders, payment notifications, and document storage)

Idea prioritization helps break down the lease management application into key functional components. The main focus is to avoid missed renewal dates and delayed payments by creating an automated reminder and tracking system.

This approach ensures improved communication, timely execution, and organized lease data handling. Prioritizing ideas helps isolate major features like:
- Renewal reminder system
- Payment alert module
- Lease document storage
- Tenant/property dashboard

Visual planning tools like flowcharts and diagrams help clarify design and execution. Overall, idea prioritization ensures a smooth development cycle and a user-friendly lease management platform.