

Brainstorm & idea prioritization

brainstorming sessions so your team can unleash their imagination and start shaping concepts even if you're not sitting in the same room.

1 hour to collaborate 2-8 people recommended

Use this template in your own

10 minutes to prepare

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. Open article →

PROBLEM How might we [your problem statement]?

Key rules of brainstorming

Stay in topic.

Brainstorm

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

To run an smooth and productive session Encourage wild ideas.

Defer judgment. Listen to others.

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

₼ 10 minutes

You can select a sticky note and hit the pencil [switch to sketch] icon to start drawing!

GURURAJAN

Group ideas

Take turns sharing your ideas while clustering similar or related notes as you go. In the last 10 minutes, 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

CUSTOMER

Solution for Castomer Castomer

CHATBOX



FEEDBACKS











SECURITY











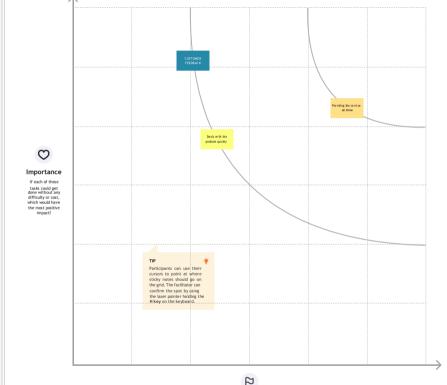
Prioritize

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

Add customizable tags to sticky notes to make it easier to find, browse, organize, and

categorize important ideas as themes within your mural.



Feasibility

Regardless of their importance, which tasks are more feasible than others? (Cost, time, effort, complexity, etc.)



Share template feedback

Need some inspiration? See a finished version of this template to kidstart your work.

























members of your company who might find it helpful.

After you collaborate

Quick add-ons

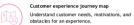
Share a view link to the mural with stakeholders to keep them in the loop about the outcomes of the session.

You can export the mural as an image or pdf to share with

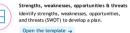
B Export the mural Export a copy of the mural as a PNG or PDF to attach to emails, include in slides, or save in your drive.

Keep moving forward









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