

## Brainstorming & Idea Prioritization Template

Date	30 October 2025
Team ID	NM2025TMID08072
Project Name	Calculating Family Expense Using ServiceNow
Maximum Marks	4 Marks

### Brainstorming & Idea Prioritization Template

Brainstorming provides a creative environment that encourages team members to collaborate and generate innovative ideas. In this project, our goal was to develop a system for calculating and tracking family expenses using ServiceNow. The brainstorming session allowed us to identify key problems, generate solutions, and prioritize feasible ideas for implementation.

#### Step 1: Team Gathering, Collaboration and Problem Selection

Our team collaborated to identify a real-world problem that could be automated using ServiceNow. After several discussions, we selected 'Calculating Family Expenses' as our project focus. The challenge was to build a system that could record, categorize, and analyze household expenses efficiently, providing insights through reports and dashboards.



## Brainstorm & idea prioritization

Use this template in your own brainstorming session so your team can unleash their imagination and start shaping reality to avoid error.

1. Team gathering
  2. Idea listing and grouping
- Idea prioritization

### Define your confidence

Outline sure situations you find it difficult to manage expenses using and what to justify by solving.

- ✓ Problem statement  
Decide where the problem gets to fix
- ✓ Goal setting  
Discuss and write-down goals for a shared-goal
- Find/reference  
Find; <https://www.mural.co/remondes/brainstorm-and-idea-prioritization>

### Define your problem statement

Organize your thoughts and type what in a sentence for use through the brainstorm.

Managing and tracking family expenses manually be time consuming and error prone.



#### Key values of brainstorming

- 🕒 Volume over value
- 🧠 Out of the box ideas
- 🗨️ Build upon others
- 🤝 Collaboration

## Step 2: Brainstorming, Idea Listing and Grouping

We listed all potential ideas for developing the system using ServiceNow. Each idea was discussed, grouped, and evaluated based on feasibility and impact.

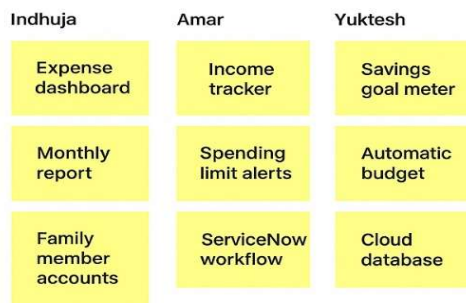
Ideas generated included:

- ❖ Creating a user-friendly expense submission form in ServiceNow.
- ❖ Categorizing expenses (e.g., groceries, utilities, education, travel).
- ❖ Automating total monthly expense calculations.
- ❖ Generating visual expense reports and analytics.
- ❖ Sending automated budget alerts when limits are exceeded

## Brainstorm

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

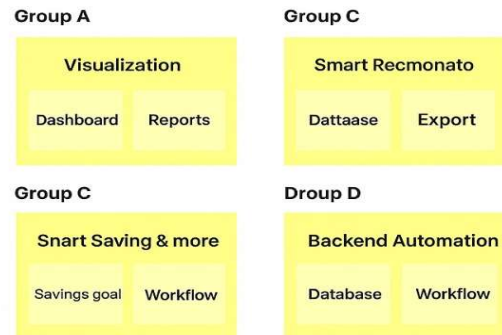
🕒 10 minutes



## 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 title. If a cluster is bigger than six sticky notes, try and see if you can break it up into smaller sub-groups.

🕒 20 minutes



## Step 3: Idea Prioritization

After listing all ideas, we used prioritization techniques like impact vs. feasibility analysis. High-impact and easy-to-implement ideas were chosen for the project's first phase.

Prioritized ideas:

1. Expense recording and categorization form.
2. Automated monthly calculation module.
3. Dashboard for visualization.
4. Alert system for budget control.

