

# Brainstorming/Mind Mapping Session

**Use this template to plan for a brainstorming or mind mapping session with your team.**

WHAT IS THE  
OBJECTIVE FOR THE  
SESSION?

GROUND RULES

INFORMATION MY TEAM  
WILL NEED

HOW WILL I ENCOURAGE  
PARTICIPATION?

HOW WILL I RECORD  
IDEAS?

PLAN FOR FOLLOW-UP  
& COMMUNICATION