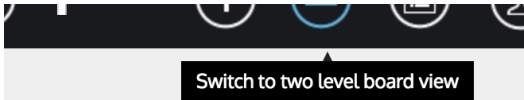


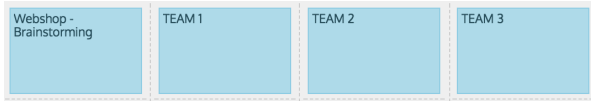
# HOW TO MANAGE REMOTE/SILENT BRAINSTORMING IN FIVE STEPS

## STEP 1

Switch to two level board view in the top right menu. This feature is designed to manage brainstorming.

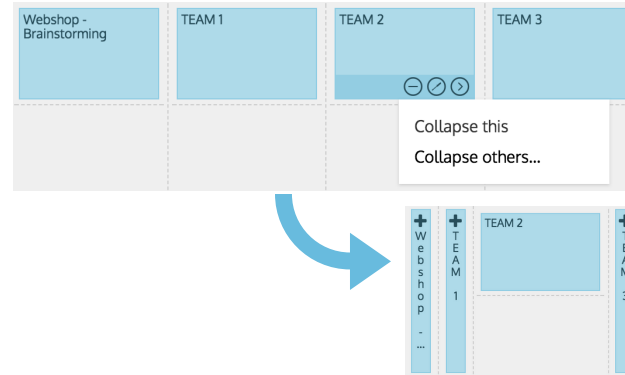


Create a card for each brainstorming group or member on the top level.



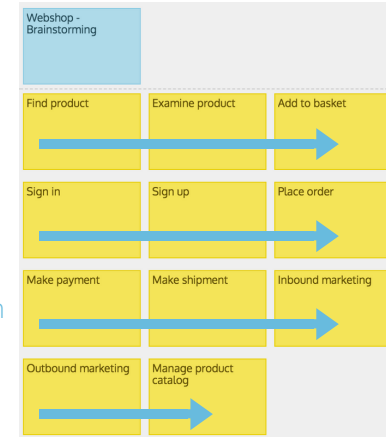
## STEP 2

Ask the team or the teammate to hide away other cards by using "collapse others". Let the members add ideas.

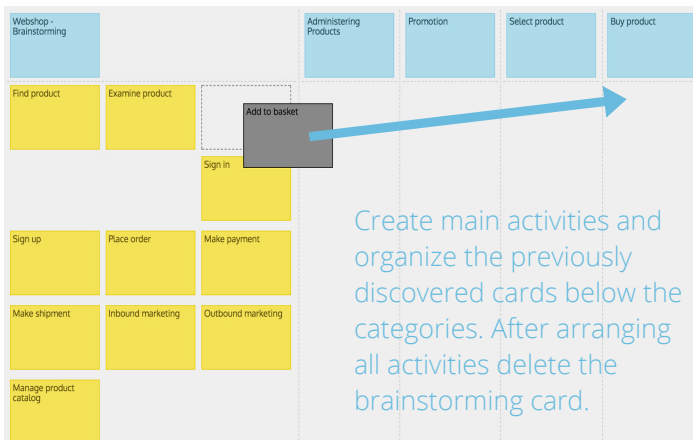


## STEP 3

When the brainstorming session ends, move ideas under one card. Delete duplicates and arrange cards in narrative flow. You can start a new brainstorming session to add missing cards. Another's idea may inspire your team members.



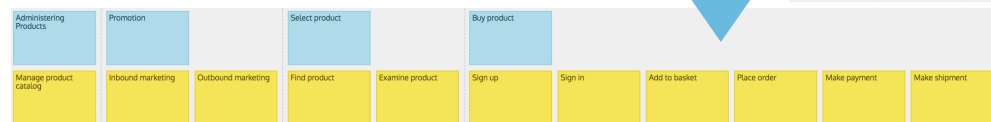
## STEP 4



## STEP 5

Switch back to three level view. Now you reached the product's backbone. The next step is to fill the backlog's body with tasks assigned to the activities. Continue the planning in the following way:

- Start a new brainstorming session to find the tasks.
- Split big tasks into smaller pieces.
- Try to find the holes or missing tasks
- Slice out the products releases



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