The activity will take about 3.5 hours to 4 hours based on this guide and steps outlined below.

# Steps:

## Introduction

**Time required: 15 minutes**

The facilitator may introduce themselves, schedule of the day, location of washrooms, and purpose of the session.

## Warm-up

**Time required: 10 minutes**

The participants will get in the right mindset and get up to speed with any background information needed to continue with the session.

## Inspiration

**Time required: 30 minutes**

The participants will start generating ideas.

## Generate ideas

**Time required: 1 hour**

The participants will start brain storming ideas. They will work together to generate **5+ rough ideas** per group

## Break

**Time required: 15 minutes**

## Develop ideas

**Time required: 30 minutes**

The participants will build upon the ideas from the **Generate ideas** step. They will work together to explore and cluster ideas, leading to five or more detailed ideas.

## Refine ideas

**Time required: 30 minutes**

The participants will refine ideas. They will provide feedback and start narrowing down the number of ideas.

## Prioritize ideas

**Time required: 15 minutes**

The participants will narrow down ideas and prioritize what is necessary to move forward.

## Wrap-up

**Time required: 10 minutes**

The participants will talk about next steps.