

# Colart's Think Tank

## Share your ideas!

### What's the Think Tank?

The idea of an idea box has been around Colart for a long time, but thanks to the new Intranet we are now able to launch it! Under the 'My Colart' menu, you can now find a new tab: "[The Think Tank](#)"

[Click here to access](#)

### How to submit an idea?

On the right hand-side, click on 'Add an idea' and follow the 4 easy steps! The information we would like to have is fairly simple:

- Your name and your idea's title
- What is your idea about? How would it work?
- Who does it concern? (internal or external idea)
- What are the benefits of your idea?
- What problems will it solve?

### What is the process?

- Every week in Colart News' 'This Week at Colart' we will mention the new ideas posted and give you 1 month to read and rate the ideas out of 5 stars. You will also be able to comment on each idea.
- After one month, the ideas will be evaluated and if they reach a good star rating, they will be sent for review to the GLT.
- The GLT will review the ideas every month and give an answer to the idea: YES, LATER or NO.
- If it's a YES, you will be assigned a GLT sponsor and you can start working together to make your idea a reality. You will be asked to report on progress regularly.
- If it's 'LATER' then your idea will be reviewed at a later date.
- If it's a 'NO' you will receive a justification.

### What type of idea can you submit?

Any type of idea is good! It could be about processes, products or a people initiative – don't be shy! In case of doubt you can always send an email to [news@colart.com](mailto:news@colart.com)