

Daily survey

Operative Product Owner - 1

Introduction

Filling out this survey should not take longer than *five minutes*. Please take some time to consider the ideas and guidelines.

Your data will be coded thus your *response is anonymous*. Data gathered will be used to generate a *communication heatmap*. Visualizing roles and their interaction by color coding their relative intensity of communicating.

The results will be *hanged out* on whiteboards around *on daily basis*. One heatmap will try to visualize the last days interaction and another one will show aggregated data gathered over time.

Explanations

This survey tries to investigate *communication and collaboration intensity*, their *initiation* and *nature or reason*.

Intensity: Relate such aspects of communication as duration, information density, significance to your job tasks to their usual values when in contact with a given role. Communication implies any kind of daily **work related** collaboration or interaction.

Initiated: Whether or not the communication was mostly initiated by you.

Nature: The main reason or type of communication. If several communications of different nature – pick one with the most influence of your work throughout the day.

Legend

- ☐

A *scale* from low to high - please mark only one box.
- ☐

A *checkbox* representing a yes-no answer ticked being yes.
- N

U

D

G

R

O

Normal backlog work
Regarding regular daily work on the backlog

U

D

G

R

O

Unexpected change or influence
External or internal influence (technical or social)

D

G

R

O

Decision coordination
Progress blocked by uncertainty or coordination need

G

R

O

Gathering knowledge
Regarding documentation, information, etc

R

O

Resolving dependencies
Solely technical and blocking progress

O

Other (please name)
Anything particular but unnamed above

A radio group - please mark one.

PICNIC (XFT)							Please leave <i>rows</i> for co-workers who you did not collaborate with <i>unfilled</i>		
Name	Communication intensity						Initiated by me	Dominant nature of communication	
	<i>Minimal</i>		<i>Usual</i>		<i>Extraordinary</i>		<i>Mark if yes!</i>	<i>Please mark only one!</i>	<i>Other (please name)</i>
Arif Aziz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	
Carina Engström	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	
Jonas Myhrman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	
Krister Bergh	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	
Lena Hagberg	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	
Magnus Södergren	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	
Sara Guo	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	

OPOs							Please leave <i>rows</i> for co-workers who you did not collaborate with <i>unfilled</i>		
Name	Communication intensity						Initiated by me	Dominant nature of communication	
	<i>Minimal</i>		<i>Usual</i>		<i>Extraordinary</i>		<i>Mark if yes!</i>	<i>Please mark only one!</i>	<i>Other (please name)</i>
Monica Imberg	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	

Section Managers							Please leave <i>rows</i> for co-workers who you did not collaborate with <i>unfilled</i>		
Name	Communication intensity						Initiated by me	Dominant nature of communication	
	<i>Minimal</i>		<i>Usual</i>		<i>Extraordinary</i>		<i>Mark if yes!</i>	<i>Please mark only one!</i>	<i>Other (please name)</i>
Vacant	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="radio"/> N <input type="radio"/> U <input type="radio"/> D <input type="radio"/> G <input type="radio"/> R <input type="radio"/> O	

Department Managers

Please leave rows for co-workers who you did not collaborate with *unfilled*

Name	Communication intensity	Initiated by me	Dominant nature of communication
	<i>Minimal</i> <i>Usual</i> <i>Extraordinary</i>	<i>Mark if yes!</i>	<i>Please mark only one!</i> <i>Other (please name)</i>
Henric Stenhoff	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	<div><div>N</div><div>U</div><div>D</div><div>G</div><div>R</div><div>O</div></div> <div></div>

Program Managers

Please leave rows for co-workers who you did not collaborate with *unfilled*

Name	Communication intensity	Initiated by me	Dominant nature of communication
	<i>Minimal</i> <i>Usual</i> <i>Extraordinary</i>	<i>Mark if yes!</i>	<i>Please mark only one!</i> <i>Other (please name)</i>
Johan Stormberger	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	<div><div>N</div><div>U</div><div>D</div><div>G</div><div>R</div><div>O</div></div> <div></div>

Others

If applicable and crucial, please name other people you have been communicating with

Person & role	Communication intensity	Initiated by me	Dominant nature of communication
Name:	<i>Minimal</i> <i>Usual</i> <i>Extraordinary</i>	<i>Mark if yes!</i>	<i>Please mark only one!</i> <i>Other (please name)</i>
Role:	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	<div><div>N</div><div>U</div><div>D</div><div>G</div><div>R</div><div>O</div></div> <div></div>
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Role:	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	<div><div>N</div><div>U</div><div>D</div><div>G</div><div>R</div><div>O</div></div> <div></div>
Name:			
Role:	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	<div><div>N</div><div>U</div><div>D</div><div>G</div><div>R</div><div>O</div></div> <div></div>
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Role:	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div></div>	<div><div>N</div><div>U</div><div>D</div><div>G</div><div>R</div><div>O</div></div> <div></div>