

# Daily survey

Day 5 - X2

## 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 heatmaps 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 levels 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 the 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.
- B

Backlog work on planned sprint goals  
Regarding daily work on the sprint backlog (excludes unplanned interruptions)

U

Unexpected change or interruption  
External or internal, technical or social, not intended by planned sprint content
- D

Decision coordination  
Progress towards sprint goal hindered by uncertainty or coordination need caused by unclear responsibilities
- E

Exchange of missing knowledge  
About task clarification or to optimize its execution and result
- R

Resolving technical dependencies  
Solely technical and blocking progress
- O

Other (please name)  
Anything particular but unnamed above

A radio group - please mark one.

MS2 (XFT)

Please *do not* fill the rows for co-workers with who you did not collaborate

| Name                 | Communication intensity |                       |                       |                       |                       |                       | Initiated by me          | Dominant nature of communication |  |
|----------------------|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------|----------------------------------|--|
|                      | Minimal                 | Usual                 |                       |                       | Extraordinary         | Mark if yes!          | Please mark only one!    | Other (please name)              |  |
| Daniel Fredriksson   | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |
| Henrik Persson       | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |
| Helena Neilan-Olzon  | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |
| Nihal Siriwardanagea | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |
| Xi Zhu               | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |
| Magnus Ryman         | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |
| Joakim Skooq         | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |

OPOs

Please *do not* fill the rows for co-workers with who you did not collaborate

| Name            | Communication intensity |                       |                       |                       |                       |                       | Initiated by me          | Dominant nature of communication |  |
|-----------------|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------|----------------------------------|--|
|                 | Minimal                 | Usual                 |                       |                       | Extraordinary         | Mark if yes!          | Please mark only one!    | Other (please name)              |  |
| Jonas Bengtsson | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |

Section Managers

Please *do not* fill the rows for co-workers with who you did not collaborate

| Name              | Communication intensity |                       |                       |                       |                       |                       | Initiated by me          | Dominant nature of communication |  |
|-------------------|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------|----------------------------------|--|
|                   | Minimal                 | Usual                 |                       |                       | Extraordinary         | Mark if yes!          | Please mark only one!    | Other (please name)              |  |
| Anders Westerlund | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="checkbox"/> | <div>B U D E R O</div>           |  |

| Department Managers |                         |                       | Please <i>do not</i> fill the <i>rows</i> for co-workers with who you did not collaborate |                                  |                              |                            |   |
|---------------------|-------------------------|-----------------------|---|----------------------------------|------------------------------|----------------------------|---|
| 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> |   |
| Anders Westerlund   | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |

| Program Managers  |                         |                       | Please <i>do not</i> fill the <i>rows</i> for co-workers with who you did not collaborate |                                  |                              |                            |   |
|-------------------|-------------------------|-----------------------|---|----------------------------------|------------------------------|----------------------------|---|
| 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 | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |
| Niklas Isaksson   | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |

| Personal additions         |                         |                       | Please <i>do not</i> fill the <i>rows</i> for co-workers with who you did not collaborate |                                  |                              |                            |   |
|----------------------------|-------------------------|-----------------------|---|----------------------------------|------------------------------|----------------------------|---|
| Person & role              | 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> |   |
| Lars Johansson<br>Designer | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |
| Mikael Krekola<br>PG       | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |
| Pierre Svård<br>Designer   | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |

| Others        |                         |                       | Please <i>do not</i> fill the <i>rows</i> for co-workers with who you did not collaborate |                                  |                              |                            |   |
|---------------|-------------------------|-----------------------|---|----------------------------------|------------------------------|----------------------------|---|
| 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:         | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |
| Name:         |                         |                       |   |                                  |                              |                            |   |
| Role:         | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |
| Name:         |                         |                       |   |                                  |                              |                            |   |
| Role:         | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |
| Name:         |                         |                       |   |                                  |                              |                            |   |
| Role:         | <input type="radio"/>   | <input type="radio"/> | <input type="radio"/>   | <input type="radio"/>            | <input type="radio"/>        | <input type="radio"/>      | <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> ..... |