

# Daily survey

Day 4 - X5

## 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	
	<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>
Daniel Fredriksson	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	
Henrik Persson	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	
Helena Neilan-Olzon	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	
Nihal Siriwardanagea	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	
Xi Zhu	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	
Magnus Ryman	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	
Joakim Skooq	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>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	
	<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>
Jonas Bengtsson	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>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	
	<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	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>B</div> <div>U</div> <div>D</div> <div>E</div> <div>R</div> <div>O</div>	

Department 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
	<i>Minimal</i> <div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<i>Mark if yes!</i> <div><div></div></div>	<i>Please mark only one!</i> <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> <i>Other (please name)</i> .....
Anders Westerlund			

Program 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
	<i>Minimal</i> <div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<i>Mark if yes!</i> <div><div></div></div>	<i>Please mark only one!</i> <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> <i>Other (please name)</i> .....
Johan Stormberger			
Niklas Isaksson			

Personal additions

Person & role	Communication intensity	Initiated by me	Dominant nature of communication
	<i>Minimal</i> <div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<i>Mark if yes!</i> <div><div></div></div>	<i>Please mark only one!</i> <div><div>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> <i>Other (please name)</i> .....
Lars Johansson Designer			
Carl Ohlsson Designer			

Others

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

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