

Daily survey

Day 4 - X9

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 | <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 | |
|-----------------|-------------------------|-------------|-------------|-------------|---------------|-------------|-----------------|---|---------------------|
| | Minimal | | Usual | | Extraordinary | | Mark if yes! | Please mark only one! | Other (please name) |
| 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 | |
|---------------|-------------------------|-------------|-------------|-------------|---------------|-------------|-----------------|---|---------------------|
| | Minimal | | Usual | | Extraordinary | | Mark if yes! | Please mark only one! | Other (please name) |
| Patrik Främme | <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> <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>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> |

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> <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>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> |
| Niklas Isaksson | <div><div></div><div></div><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></div> |

Personal additions

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 |
|---|---|------------------------|---|
| | <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> |
| Björn Östlund TM Manager | <div><div></div><div></div><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></div> |
| Thomas Andersson Sector Manager | <div><div></div><div></div><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></div> |
| Per Lofter Section Manager | <div><div></div><div></div><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></div> |
| Mats Eriksson Change Leader | <div><div></div><div></div><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></div> |
| Fredrik Svanfeldt Department Manager | <div><div></div><div></div><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></div> |

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> <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>B</div><div>U</div><div>D</div><div>E</div><div>R</div><div>O</div></div> |
| Name: | | | |
| Role: | <div><div></div><div></div><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></div> |
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