Daily survey

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Day 5 - X19

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.

PICNIC (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)*
Magnus Södergren	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....
Arif Aziz	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....
Carina Engström	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....
Krister Bergh	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....
Lena Hagberg	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....
Sara Guo	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....
Jonas Myhrman	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....

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)*
Monica Imberg	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....

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)*
Henric Stenhoff	◯	◯	◯	◯	◯	◯	▢	⬦B ⬦U ⬦D ⬦E ⬦R ⬦O	....

Department Managers

Name	Communication intensity						Initiated by me	Dominant nature of communication	
	Minimal		*Usual*			*Extraordinary*	*Mark if yes!*	*Please mark only one!*	*Other (please name)*
Henric Stenhoff	○	○	○	○	○	○	☐	B U D E R O	

Program Managers

Name	Communication intensity						Initiated by me	Dominant nature of communication	
	Minimal		*Usual*			*Extraordinary*	*Mark if yes!*	*Please mark only one!*	*Other (please name)*
Johan Stormberger	○	○	○	○	○	○	☐	B U D E R O	

Others

Person & role	Communication intensity						Initiated by me	Dominant nature of communication	
	Minimal		*Usual*			*Extraordinary*	*Mark if yes!*	*Please mark only one!*	*Other (please name)*
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	
Name: Role:	○	○	○	○	○	○	☐	B U D E R O	