

## Appendix 2 chapter 3

### Data collection protocols of the case study Limburg Leisure Academy

#### 1. Observation protocol of the innovation team meeting [name team]

Name of observer, date of observation

Observations are written as short descriptions or quotes.

##### *The structural dimension*

- Urgency of the problem/question
- History [description of the previous development that led to this team meeting]
- General topic [description of the planned general topic in this team meeting]
- Goals [description of the goals to reach in the team meeting]
- Participants [enumeration of participants in the team meeting, including affiliation and position in project]
- Name of the team leader
- Autonomy
- Diversity
- Accommodation
- Facilities
- Time
- Support

##### *The relational-emotional dimension*

- Personal motivation
- Shared expectations
- Atmosphere in the team
- Way of communication
- Constructive conflict managing
- Participation of members
- Appreciation of differences
- Trust between the participants
- Shared values
- Common goals
- Division of tasks

##### *The cognitive dimension*

- Shared or different language and codes
- Shared or different knowledge
- Suitability of the individual knowledge
- Suitability of the collective knowledge
- External knowledge
- Innovation capability
- Out of the box thinking
- Creativity and problem solving attitude

##### *The action dimension*

- To plan and divide tasks in the team
- To communicate with I stakeholders/users
- To design and co-create new solutions for the topic/problem
- To describe reached results
- To present reached results
- To implement results with users

## **2. Protocol Field Notes**

Description by [name of researcher, date of the informal encounter]

Name of the participant [including affiliation and position]

Topic discussed

Reflection based on the informal encounter

[The findings of the field note were emailed to the participant to comment]

## **3. Protocol Telephonic Interview**

Description by [name of researcher, date of the informal encounter]

Name of the participant [including affiliation and position]

- What is going well?
- Which do you worry?
- Do you have a tip?

