A Workshop-Based Collaborative Reporting Investigation
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1. Collaborative Reporting

Collaborative Reporting (CR) is reporting that is generated by two or more people in two or more offices, organizations, and/or agencies. Writing strategies for collaborative reports are generally more complex than those used to create more traditional reports.

Contributors to a truly collaborative report should provide a unique perspective and often be able to address and include information from varying sources.

2. CR Tradecraft Workshop

July 23-25, 2018
Teaching and Visualization Lab, Hunt Library

Workshop Participants
- 12 intelligence analysts/reporters

For each day:
- 1 topic
- 3 writing strategies
- 3 writing groups
- 4 participants per group

Tasks: each group created a collaborative report based on a pre-selected topic using an assigned writing strategy and roles

3. Data Collection

Group Single-Author Writing (modified) vs. Horizontal-Division Writing vs. Reactive Writing


4. Data Analysis

Distribution of in-person verbal communication styles

Prioritized Writing Elements and Authorship Criteria

Report Assessment based on ICD 203 E. Analytic Tradecraft Standards

5. Findings and Insights

The type of in-person verbal communication utilized:
- Group Single-Author Writing (modified): Group with eye contact
- Horizontal-Division Writing: One on one with eye contact
- Reactive Writing: One on one, without eye contact

Synthesized Group Workflow

Group work engagement type:
- Everyone engages in discussion
- Or shared leadership
- Or one person taking the lead

Relative degree of difficulty in strategy following and degree of frequency in role shifting:
- Easier
- Rarely shifted
- Medium
- Occasionally shifted
- Harder
- Frequently shifted

Relative report rating:
- Lower
- Higher
- Medium