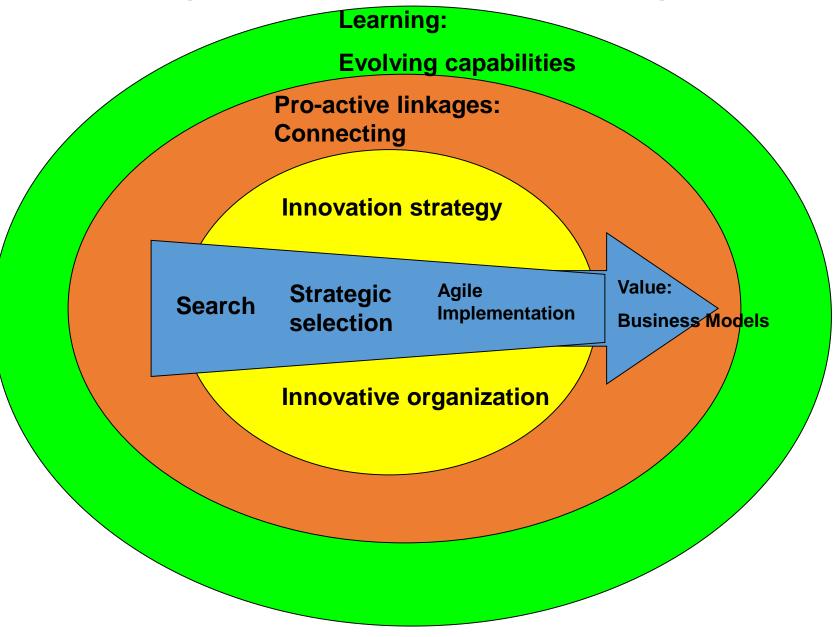
BEMM118: Assignment 2

Innovation Fitness Report



Simplified model of the innovation process



Innovation Fitness Report From the Handbook

Assignment 2: (70%): Innovation Fitness Report

You will carry out research to assess the "Innovation Fitness" of your organisation, at a departmental or Divisional/Business Unit level. The 2,000 word report (+/- 10%) will analyse how well the organisation manages innovation in rapidly changing digital environments, and will include prioritised recommendations to improve innovation performance.

You will develop a report which covers key elements including:

- Introduction setting the overall context for the study
- Identifying and critically reviewing relevant literature
- Methodology, embedding core theories and material presented during the course
- Data analysis, developing your own critical analysis of the results
- Discussion section, drawing together key themes identified in the report and recommendations for future actions to improve innovation management in the digital era

Assignment 2: From the Handbook Innovation Fitness Report

To inform the report, you will undertake a quantitative Innovation Fitness Test Audit at a departmental or Divisional/Business Unit level which will generate insights regarding:

- How well does the organization manage innovation STRATEGY?
- How well does it manage LEARNING?
- How well it develops and exploits LINKAGES?
- How well it manages INNOVATION PROCESSES?
- Are the elements of an INNOVATIVE ORGANIZATION in place?

Option 1 If you have access to an organization of over 10 staff Public Sector or Private Sector

Assignment 2: Quantitative (Survey) Research Carrying out the Innovation Fitness Test

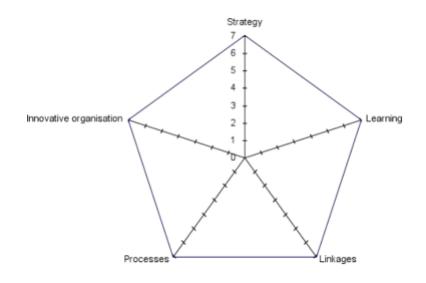
- The Innovation Fitness Test / Audit (Including Explanation)
 - can be found at: https://www.johnbessant.org/toolsgi

 Small adjustments to wording of questions can help – but do not fundamentally change the questions

Assignment 2: Quantitative Analysis phase

- Move beyond general comments on strategy, learning, linkages, processes and innovative organisation
- Look at the "outlier" results very low or high scores – and consider why this might be the case
- Use quotes from the interviews to bring your analysis to life
- Compare your findings to staff surveys and other organisational documents
- Compare your findings with comparator organisations if possible

nnovation audit



Assignment 2: Qualitative research (interviews)

- Additional research beyond the Innovation Fitness Test Audit, including 3-4 qualitative interviews, is likely to strengthen the final report and presentation
- Good practice when planning (e.g. emails) and undertaking interviews:
- Explain what you are doing, that data will not be retained beyond the assignment by you, and that names and direct quotes WILL NOT be attributed to individuals (in emails, and at the start of the interview)
- ➢ Aim for a 45 minute interview. Record if you can but no need for full transcription. Video calls work well (Zoom, Teams etc.)
- ➤ Design 8 12 OPEN questions to help the interviewee to explore areas beyond the Innovation Fitness Test. A good approach is 6 8 "must ask" questions, with some additional questions if you need them

Assignment 2: Qualitative Analysis phase: Suggested approach – to help compare feedback on the same theme from different interviewees

Question	Interviewee A	Interviewee B	Interviewee C	Synthesis of findings from interviews
1. How do you think that our organisation manages innovation?				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Option 2: If you do not have access to an organization

Use publicly available documents, FT, Economist, Forbes, Wall Street Journal, Public Accounts etc. to conduct your analysis

Use Innovation Fitness Test approach:

<u>Guidance:</u> Highlight key ideas + draw out some key messages + recommendations about the theme for managers in your organisation

Section	Words?	Often Missed
Introduction, explaining the purpose of the report, and briefly introduce the organisation that you will be assessing. Make sure the reader knows what is coming up.	100 1-3 refs	High impact cover Contents page incl. list of tables + figures Don't get into lots of detail about your organisation too early
Confirm that innovation is a complex process, that requires capabilities across a range of themes. Can use the same references as assignment 1, but needs more detail. Use references from the course texts (Tidd & Bessant) as well as journal articles	600 16-32 refs	Say something (2-4 references) about each of the 8 key elements of the simplified innovation management process: Search; select; implementation; value/business models; innovation strategy; innovative organization; linkages; learning Reflect on how contexts are changing: Sustainablity; digitalization; ecosystems
Methodology: Explain the IFT, the interview phase, so that the reader trusts your research process – and the quality of your data – and your recommendations.	200 1 ref: John Bessant	Benefits of a mixed qualitative + quantitative approach How many questionnaires sent out, + received back. Timing. Anonymity of interviewees.

<u>Guidance:</u> Highlight key ideas + draw out some key messages + recommendations about the theme for managers in your organisation

Section	Words?	Often Missed
Findings: Explain what you found. Use infographics and tables to draw attention to key aspects/areas for focus.	400: No refs if generating own data. If using secondary sources – explain which sources e.g. FT	Results to 1 or 2 decimal places Comment at the high level: Strategy; processes; organization; linkages; learning Comment on outlier (high and low) results Use quotes Use a table to bring together what has been learned from the interviews
Discussion: Compare your findings with what you know about managing innovation from the module, including references to the literature. Make recommendations for future actions to improve innovation management in the digital era.	500 5-10 refs	Reflect on how context is changing the organization's priorities: Sustainability; digitalization; ecosystems
Recommendations: Delivered in a 5 columned table works best	200 No refs	Priorities; which area of the business is responsibile; "Next 12 months; 13 – 24 months2"; explain how the recommendations with the findings. Use colour

Literature review approach: Include the key elements of the innovation process, including visuals. Most of research going to be from last 30 years.

Use Tidd + Bessant 2014 + 2021, Alan Brown, HBR, MIT SMR, CMR (+ others)

You can re-use the references and what you have written about ONE element in Assignment 1 in Assignment 2			
Element	Key themes: What is important: What can be difficult	Literature sources (Using APA referencing)	
Search			
Select			
Agile implementation			
Value capture + business modelling			
Innovation strategy			
Innovative organization			
Proactive linkages (incl. ecosystems here)			
Learning: Evolving capabilities			

<u>Guidance:</u> Examples of Recommendation Tables Be persuasiveSeek implementation

		Example A		
Recommendation	Objective	Specific actions	Area of the business/ owner	Timescale 1-12 months etc.
		Example B		
Prioritized recommendations	Rationale	Next steps	Resource allocation	Decisions to progress

Example C (weaker)				
Area for improvement	Recommended improvement action	Next steps	Priority	

Report Writing

Guidance

Use tables to synthesise your thinking. They can be particularly useful when summarising the literature review and recommendations. They help you "save" word count as well.

Recommendation tables: Consider having next steps, decisions, RAG or other practical headings to help structure your recommendations

Use titles – in bold – to guide the reader through your document.

Use graphics, key frameworks and diagrams (visuals) from articles, to illustrate your writing.

Use bullet points, to write punchily and succinctly.

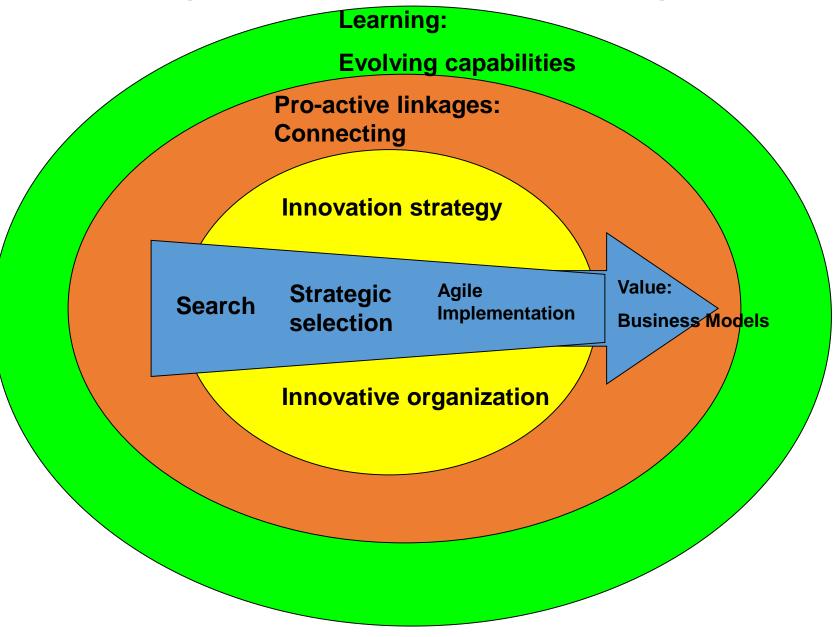
Use colour and white space to increase the impact of your document. An interesting visual on the cover can increase the impact of a document. Create a high impact cover.

Follow the guidelines on APA referencing.

Number of references: Build on the material on ELE (e.g. Strategic Innovation Management – Tidd & Bessant), and consider 20 – 30 references

Knowledge source	Where to find it
Harvard Business Review	In "Business Source Complete" in the Library (Under "B" in the database section) http://www.exeter.ac.uk/library/
Sloan Management Review	In "Proquest Business Premium Collection" in the Library (Under "P" in the database section) http://www.exeter.ac.uk/library/
California Management Review	In "Sage Journals" in the Library (Under "S" in the database section). You will need to search under "Management & Organization Studies http://www.exeter.ac.uk/library/
Strategic Innovation Management (Tidd + Bessant 2014)	Chapters currently on ELE: Buy on Amazon
McKinsey, BCG, PWC, Deloitte all have useful things to say – but they are all trying to sell something as well – so be wary. OK to cite.	Online search! Also give good examples of how to design and write reports.

Simplified model of the innovation process



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i i THANK YOU!!

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