

Transdisciplinary Process Evaluation

Method Sheet

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The Method

A qualitative method to **secure** project **knowledge** and **improve** transdisciplinary **innovation projects** through **reflection**.

Who is it for?

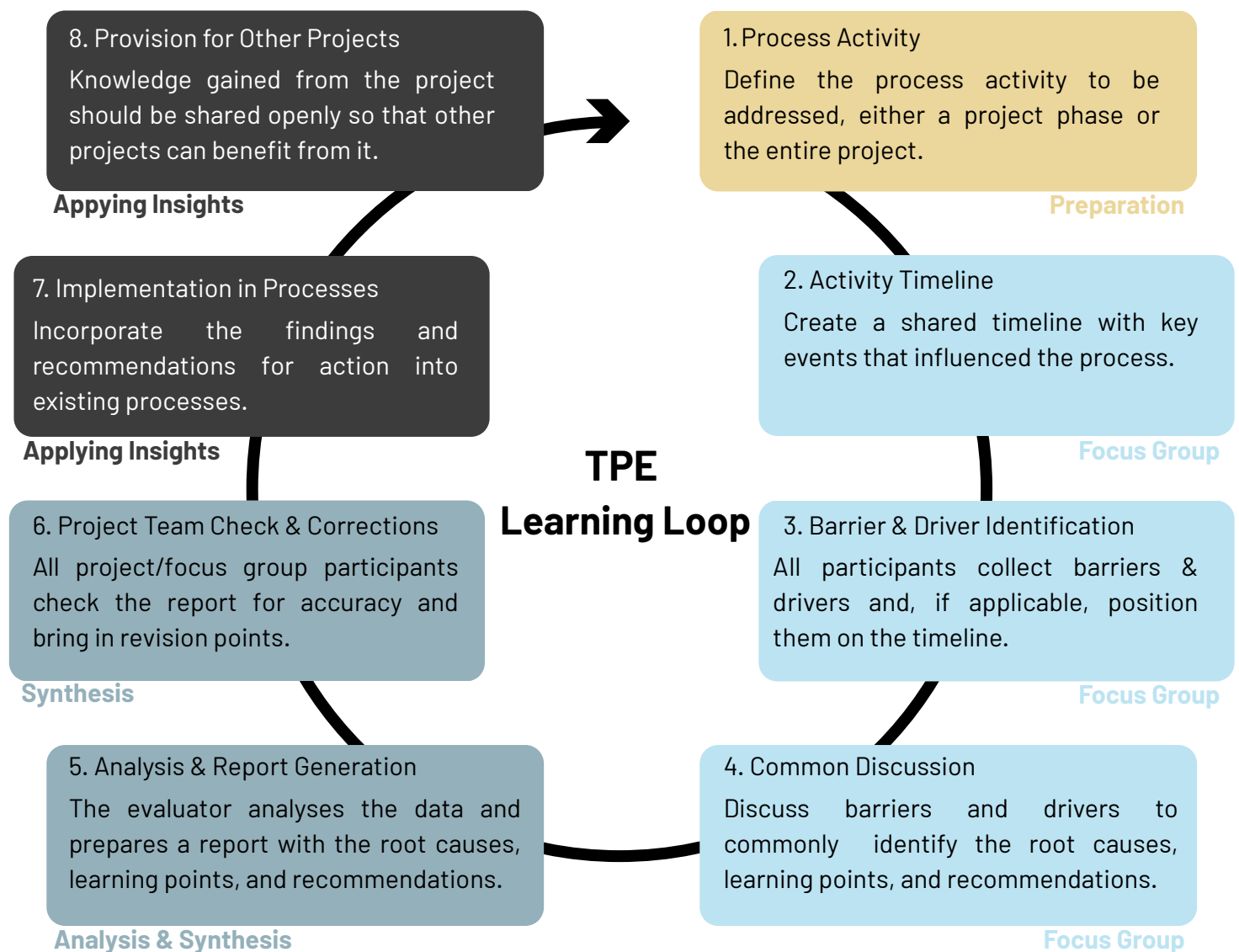
- **Project managers** in innovation projects.
- **Evaluators** and learning facilitators.
- **Researchers** working in transdisciplinary settings.

What it does:

TPE uncovers process **barriers** and **drivers**, providing crucial insight for innovative projects. It helps to **see what works, what does not, and why**.

Outcome

A collective **understanding** of how the project works, **co-created actions to make it better**, and learnings that can be **shared with other** projects.



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Learning from the process

Running a TPE takes time, resources, and motivation. Often, it reveals as much about the process itself as it does about the project. Each TPE cycle offers new insights into innovation processes and growth opportunities.

Share and expand

Here you will find our best tips and tricks for each TPE step. Do you have ideas or experiences to add? We would love to hear from you.*

Tips & Tricks

1. Process Activity

The process activity can consist of a completed work step or an entire project. However, we recommend going through a TPE phase after each project milestone. This keeps the content manageable and allows the results to be applied in the next project steps.

2. Activity Timeline (see "Focus Group Template" on page 4)

Project management can create an initial timeline in advance to speed up the process. However, time should be allowed during the focus group itself for additions from the team.

The focus group follows the learning histories (LH) method and should be led by an experienced moderator. An additional person should be responsible for documentation. We also recommend audio-recording the discussion, which will be helpful for the analysis phase. Flipcharts, whiteboards, sticky notes, and other tools can make the session more visual. The focus group can also be conducted online using a conference tool and an online whiteboard (e.g., Miro).

3. Barrier & Driver Identification (see "Focus Group Template" on page 4)

Barriers and drivers should be located on the timeline. Barriers and drivers without a time reference can be pinned below the timeline.

Asking these key questions will be helpful for the brainstorming phase: "What were the main problems?", "What did not work well?", "What were the success factors?", and "What worked well?".

4. Common Discussion (see "Focus Group Template" on page 4)

To integrate transdisciplinary knowledge, moderation should engage all participants in the discussion. Key elements include:

- Clearly explain each barrier and driver and examine it from different perspectives.
- Identify the learning points that arise.
- Describe strategies that were used to address barriers or make use of drivers.
- Formulate concrete recommendations, supported by guiding questions such as: "What would you repeat or change if doing the project again?" or "What advice would you give to someone starting a similar project?"

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5. Analysis & Report Generation

Every barrier and driver collected in the focus group should be included in the report. It is particularly important that the contributions of all stakeholders are consolidated. The results should be presented without interpretation by the evaluator.

6. Project Team Check & Corrections

We consider this step to be essential to ensure accuracy of the analysis. However, it may be necessary to incorporate improvements from the project team in several loops.

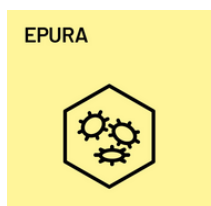
7. Implementation in Processes

An implementation is usually carried out through an update of processes. We recommend discussing the report transparently with the entire team and planning concrete steps for implementation together.

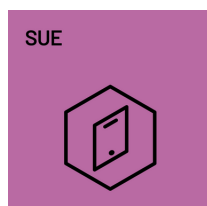
8. Provision for Other Projects

Making your own project drivers or even barriers public can be intimidating. However, these findings, and especially the recommendations for action, are extremely valuable for other projects. To ensure that the results of the evaluation do not just gather dust, we recommend permanent open access publication. Producing a version of the results suitable for public release can protect personal data and project secrets.

We developed, tested, and refined this method within the Munich Cluster for the Future of Mobility in Metropolitan Regions (MCube). More information can be found here:



Project:
EPURA



Project:
SUE
(completed project)

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Focus Group Template

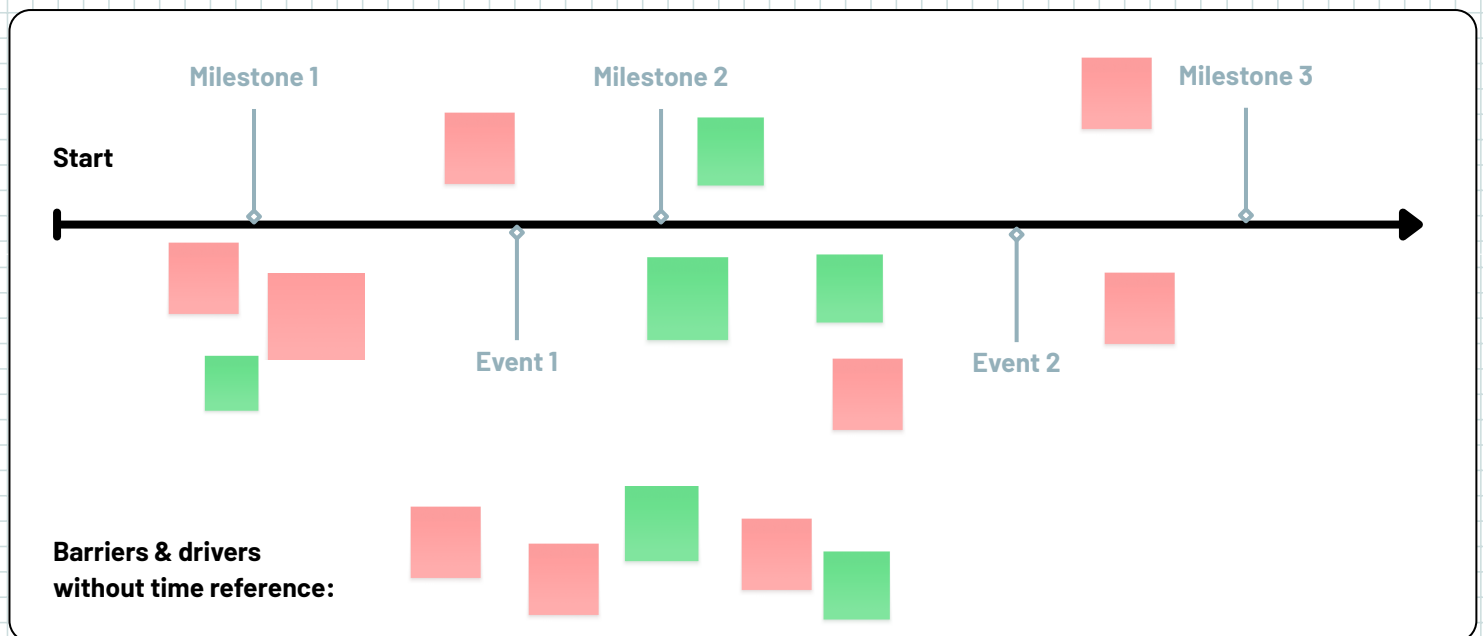
Agenda (for a 2-3 hour workshop)

1. Introduction to the Concept
2. Process Timeline
3. Collection of Barriers & Drivers
4. Discussion: Root Causes & Recommendations
5. Reflections & Conclusions

Check out our
Template in [Miro](#)
(template can be copied)



Process Timeline



Barrier collection - think about:

- What were the main problems?
- What did not work well?
- What were the challenges?



Driver collection - think about:

- What were the success factors?
- What worked well?
- What were the opportunities?



Recommendations for Action

- What advice would you give to someone who wants to carry out this project?
- If you were to do the project again, what would you do differently?



List the recommendations below

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