**Risk Register**

Risks are fairly common while carrying out a project, it is how the team will avoid and mitigate those risks that is more important.

**Not finishing on time:**

One of the most common risks is not finishing our project requirements on time. It is a risk that is usually caused by poor planning. This can be best prevented by communication and proper planning. Proper planning involves assigning people tasks to complete and having an awareness of error margins. In order to avoid the risk of not completing on time a well-defined plan would show when the team is not on track.

**Poor quality code:**

Poor quality code is a possible risk that is due to poor productivity and poor planning of the team. Thus, this can be prevented by adhering to the schedule to make sure that the specifications and effort is being put in properly and making sure excuses aren’t being made about the code and holding ourselves to a high standard. Having code of poor quality could also lead to code that would create corrupted text and the best way to prevent that would be to debug early on to make sure that everything is running smoothly.

**Poor productivity:**

Due to members also having other commitments, poor productivity is a common risk. This can be prevented by allowing for members to share the burden of that task. Productivity can be increased by proper planning with the team leader checking in with members to make sure they are staying on track. Team members can also increase productivity by understanding which work requires more effort than others. Some members not being as productive as others could lead to team relationships breaking down. Team relationships degrading is also one of the possible risks and often caused by a lack of communication. Thereby, the best course of action would be to increase communication and resolve misunderstandings within the team immediately.

**Plagiarism:**

Plagiarism is the most common risk while carrying out any project. This can be avoided by understanding what plagiarism is and how to learn from others' code and applying it on our own project.

**Inaccurate project planning:**

Inaccurate estimations about project planning can be prevented by creating a flexible schedule and working with the backwards planning method and creating a gantt chart. Creating a rigid schedule would not take into account unpredictable external factors. Unpredictable external factors can be a possible risk for the team. This can be mitigated by allowing for a flexible schedule, working in agile and not waterfall and constantly communicating with the client to make sure that we can deliver the required specifications and the client is able to understand the reason for not being able to deliver the requirements.

**Changes in scope:**

Changes in scope of the project is also a risk. Hence, team members should constantly communicate with the client to deal with changes in scope and let them know when it isn’t possible to meet the scope or which scope to prioritise more. Not communicating with the client properly would lead to an inaccurate $100 test (wrong indication of priority on each requirement) that can be prevented by communicating with the client to indicate the importance he would like to place on each requirement.