**Risk Management Plan**

A chart with different colored squares

AI-generated content may be incorrect.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Risk Category** | **Risk** | **Likelihood (L)** | **Severity (S)** | **Risk Rating**  **(L x S)** | **Mitigation Strategy** | **Monitoring Plans** | **Contingency Plans** |
| **Technical Risks** | Compatibility Issues | Medium | High | High | Test AR across multiple platforms, and set minimum devices requirements that are publicly available. | Conduct regular device testing, and log any compatibility issues. | Offer a list of supported devices publicly available. |
|  | Network Connectivity | Low | High | Medium | Load essential assets on first use and store them temporarily. | Monitor user feedback and connectivity logs. | Display a message when connection cannot be established. |
|  | Data Security and Privacy | Low | High | Medium | Ensure no personal information is collected, and follow correct data security practices. | Monitor for unauthorised access attempts. | Immediately remove vulnerabilities, and follow an incident response plan. |
|  | QR Code Functionality | Medium | Medium | Medium | Use weatherproof materials for the QR code and holder. | Conduct periodic checks of QR code functionality, and monitor user feedback. | Have a process in place to quickly replace damaged QR codes. |
| **Project Management Risks** | Budget Constraints | High | Medium | High | Prioritise essential features, and use open source tools when possible. | Conduct regular reviews with stakeholders to monitor spending vs budget | Scale back on non-essential features if necessary |
|  | Scope Creep | Medium | High | High | Clearly define project scope, have an official process to add additional features | Conduct regular reviews of scope and progress made. | Focus on essential features and push non-essential features to future updates. |
|  | Content Accuracy | Medium | Medium | Medium | Review and approve content through Indigenous cultural representatives.. | Collect stakeholder feedback on accuracy, and conduct reviews of content as it is added. | Revise content immediately if issues or inaccuracies are found. |
|  | Timeline Delays | Medium | High | High | Create and follow a realistic project timeline. Set clear responsibilities and deadlines. | Conduct weekly progress updates. | Reallocate resources temporarily if necessary. |
| **Operational Risks** | Environmental Impact | Low | Medium | Low | Consult environmental experts when choosing locations and materials. | Conduct an environmental impact assessment before installation. | Adjust materials, location or method use as needed. |
|  | Hardware Limitations | Low | Medium | Low | Provide minimum device requirements, and avoid intensive AR features. | Monitor user feedback. | Offer an information board of content covered in the AR experience. |
|  | Maintenance | Low | High | Medium | Provide technical support and updates when necessary. | Monitor performance and error reports. | Allocate temporary support to resolve issues. |
| **Legal Risks** | Copyright and Licensing | Low | High | Medium | Use either custom or royalty free assets. | Keep records of all assets and conduct periodic compliance checks. | Replace any non-compliant assets immediately. |
|  | Data Collection Compliance | Low | High | Medium | Follow Australian legislation, and minimise data collection. | Monitor compliance and audit data handling procedures regularly. | Review and adjust data collection procedures. |
|  | Public Liability | Low | Medium | Low | Include safety dislamers, and design interactions to take place in safe areas. | Monitor user feedback and review and incidents or near misses. | Adjust interaction design or location if incidents occur. |
|  | Accessibility Concerns | Medium | High | High | Provide accessibility options (Subtitles/audio descriptions) | Conduct usability testing with a diverse group of users, and gather feedback from these users. | Add additional accessibility options as needed. |