

Rank	Risk	Description	Category	Root Cause	Triggers	Potential Responses	Risk Owner	Probability	Impact	Status	Risk Score	Legend	Numerical Scale:
1	Breakdown in sharing of information	Each team member prefers using different tools to share documents, which makes it difficult for team members to see the overall work progress in one place.	Internal - People Risk	Different preferences and familiarity when it comes to sharing documents.	Difficulty in editing, sharing and checking information.	Avoidance - A Discord group is created to ease the sharing of files between group members	Project team	high - 8	Very high - 9	Open	72	Very low	1-2
2	Problems with accessing GitHub	GitHub is a major component in this project. Not only is the deliverable related to GitHub, GitHub is also the medium the team will be using to share project code and documentation.	Internal - Technology Risk	Lack of familiarity with git.	Team members can't access or contribute to the project code and documents.	Reduction - Team members who are having trouble with git should contact the tutor as soon as possible and resolve the issue. The longer this issue persists the more time is wasted.	Project team	medium - 6	Very high - 9	Open	54	low	3-4
3	Lack of familiarity with chosen tools leads to underwhelming deliverable	There are no constraints in choosing what programming language or software to use when designing the project. However each team member is comfortable with different languages and software.	Internal - People Risk	Lack of common ground in terms of skillset.	Product produced is not up to standard.	Reduction - Choosing the language and software that everyone is most comfortable with is improbable. However if we choose something that everyone is at least familiar with, we should still be able to produce a deliverable that meets the requirements of the project. We can also allocate a Sprint where team members are given some time to learn the respective language that they are not familiar with.	Project team	medium - 6	high - 8	Closed	48	medium	5-6
4	Project delay	Unable to come up with relevant or good project ideas in time. Unable to determine the features that are needed for the project.	Internal - People Risk	Lack of communication with the client.	Longer time taken for project completion.	Reduction - The client may not know in detail what they want and they may not be technically skilled enough to give detailed requirements. However with effective communication we should be able to determine the broader details of the project.	Project team	medium - 6	high - 7	Open	42	high	7-8
5	Low quality documentation of reports	There are some team members who are better writers and this causes the documentation produced to be inconsistent. This inconsistency may cause some ideas to be deemed insufficient when in reality they are not.	Internal - People Risk	Some team members have better research and writing skills compared to others.	Some of the research done is incomplete and lack details.	Reduction - Provide extra guidance and explanation for team members who lack writing and documentation skills.	Project team	low - 3	Very High - 9	Open	27	Very high	9-10
6	Team members get sick	This is a 12-week long project. It's totally within the realm of possibility that team members may fall ill during this time frame.	Internal - People Risk	Team members fall ill due to diligence to health or external factors beyond our control.	More time is needed to complete the project.	Acceptance - Falling ill is something that in most cases is unavoidable. If a member falls ill, other members need to compensate by taking some of the ill member's workload and divide their task amongst them.	Project team	low - 4	medium - 6	Open	24		