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Top 10 Risk Item Tracking for

A platform of errand delivery Service in the same city based
on crowdsourcing model

Date	Version	Editor	Notes
Dec. 20 2018	v1	Ying He	
Dec. 31 2018	v2	Ying He	Add more risk events.
Feb. 22 2018	v3	Ying He	Add more risk events.
May 04 2019	v4	Ying He	Add more risk events.

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Prepared by: Ying He

Date: Dec. 20 2018

Risk Event	This Month	Last Month	Number of Months in Top 10	Risk Resolution Progress
Too many requirements from clients.	Dec.	Nov.	1	Communicate with clients and let them make appropriate requirements.
Too many requirements changes.	Feb.	Nov.	3	a. Obtain a signature for the initial demand specification from the customer. b. Let customers believe that changes to demand will affect progress.
Unpractical progress, the required development time is too short.	Dec.	Nov.	1	Adjust project implementation plan.
Developers lack relevant skills and experience. Developers need more time to explore, they may not complete the task on time.	Dec.	Nov.	3	Let experienced developers help inexperienced developers to develop projects together.
Unclear and incomplete needs from client.	Dec.	Nov.	1	Communicate with clients in time.
Developers have no ability to complete the project, they may need time to learn new development technology.	Dec.	Nov.	1	Enhance the learning of developer skills.
Unclear and incomplete needs from client.	Dec.	Nov.	1	Communicate with clients in time.

Test case is defective, incomplete test cases lead to incomplete product testing at a later stage.	May	April	1	a. Supplementary test case. b. Modify the test plan.
Developers only have some energy to invest in the project.	Dec.	Nov.	2	When planning, fully consider the work tasks of various types of personnel, and avoid the heavy tasks of some people.