

No.	Rank (1-5, 5=Very Bad)	Risk	Description	Category	Root Cause	Triggers	Monitoring Strategy	Potential Responses	Risk Owner	Probability	Impact	Status	Score		Legend	Numerical Scale:
R01		5 Delays in project	Due to unforeseen circumstances, delays may be present in project sprints and/or entire project.	Scheduling	Poor time management/unknown team emergencies	Time taken to complete sprints is going over time or coming close to going overtime	Stay up to date with project timing and roadmap, make sure items are getting completed on time or ahead of schedule	Mitigation: Manage time and overestimate timing to account for error or unforeseen circumstances	Project Manager	Medium	High	Open	35		Very low	1
R02		5 Overbudget	Due to certain expenses such as training costs, software and other tools required to meet the clients needs, the project may go overbudget.	Finance	Project	Project funds are getting low requiring some adjustments to reduce costs	Stay on top of the project budget, plan the budget thoroughly at the beginning of the project, but monitor it closely throughout.	Mitigation: ask for more funding	Project Manager	Low	Very High	Open	27		low	3
R03		3 Loss of team member	Some team members may become unavailable due to personal circumstances, or for other reasons	Human Resources	Team member	Team absences increasing	If a team member is beginning to lack in work, communicate with them if they are feeling well or if something is happening. Otherwise not much can be done to monitor.	Mitigation: hire another employee to overcome the issue of any days missed by team members	Human Resources Manager	Medium	Medium	Open	25		medium	5
R04		4 Unable to implement features	Team finds the features desired by the client are unreasonable and too difficult to implement	Technology	Infeasible features	Project sprint is incomplete due to too much time figuring out how to implement feature	Monitor teams ability to complete sprints on time and their ability to deliver a partial product. Project manager and team leaders should constantly be asking if everyone is going ok.	Avoidance: Make sure requirements are clear and feasible. If they are not, compromise with client	Project Manager	Medium	High	Open	45		High	7
R05		2 Students and/or teachers don't use the tool	Once final project is complete, it is found that teacher and/or students choose to not use it and continue to use the old way	Marketing	Poor marketing	Final product does not get much attention on release	Monitor use of the product on release, if students/teachers start to lose interest, put the avoidance plan in effect	Avoidance: Hire marketing team to advertise the product or push it to consumers	Project Manager	Low	Very High	Open	27		Very high	9
R06		3 Training is inadequate	Team finds that some members have not learnt how to use javascript or html entirely and are running into problems with coding	Training	Online training	Team members struggling to complete tasks on time or efficiently. Constantly asking simple questions	Constantly ask if team is feeling ok with the task at hand and whether they are having any troubles with programming or not.	Avoidance: provide a training session to help improve the skills of employees on areas that need improvement	Human Resources	Low	High	Open	21			
R07		5 Sudden change in desired platform	The client decides they want it to not be a web app and instead a mobile app. Making javascript a poor language choice	Technology	Product owner	Client suddenly decides in meeting that they want a platform change	This one is sudden and unable to monitor, best thing to do is to watch client and predict whether his opinions of the platform is changing	Avoidance: Make sure the client is 100% happy with the current platform so that no drastic changes have to be made	Product Owner	Very low	Very High	Open	9			
R08		4 Communication difficulties	Team members have problems communicating through chosen means and/or are not communicating at all	Human Resources	Poor communication	There are a lack of messages being sent back and forth	Monitor teams communication through messaging platforms.	Avoidance: Create designated times where team members must submit a report of their current progress	Human Resources	Low	Very High	Open	27			
R09		3 Computer Malfunctions	Computer malfunctions whilst working on project and current progress is lost or corrupted	Technology	Computer Malfunction	Unsaved work is lost	Monitor teams hardware and whether the computers are performing adequately.	Mitigation: constantly save work and publish to git	IT Manager	Low	Medium	Open	15			
R10		3 Team member can't attend scrum meeting	Computer malfunctions whilst working on project and current progress is lost	Human Resources	Human error	Team member is not up to date with the latest progressions and may not be made aware of upcoming sprints	Try to plan scrum meetings in times where all members are likely to be able to attend. Minutes of meetings are posted to the group via facebook	Acceptance: Any designated tasks for sprints are documented in the project plan, so the missing member can check what was allocated to them	Team members	High	Medium	Open	35			
R11		1 Limited access	Team member can't access elements of the project	Technology	Technological error	Team member cannot continue to progress on the project	During meetings if team members have a problem they should speak up about it so it can be dealt with.	Acceptance: The rest of the team continues with code and tries to fix the access issues, giving the team member access as soon as possible	Team members	Low	Low	Open	9			