Risk Register

CITS3200 Group 27 – UWAttend Project

This document tracks the potential risks to the completion of the project, their severity and mitigation strategies to reduce the impact of said risks. For the likelihood of risks low likelihood is less that a 10% chance of occurring, medium in between 10% and 50% and high is above 50%. For impact, a lowi mpact risk is something than can be rectified within a day, a medium impact issue could take a few days to a week to resolve, and a high impact risk could take upwards of a week to multiple weeks to resolve.

Risk	Likelihood (low, med, high)	Impact (low, med, high)	Severity (low, med, high, extreme)	Mitigation Strategy
A team member drops out of the unit.	Low	High	High	A meeting will be called to discuss a) how to delegate the team member's assigned tasks, and b) if the scope needs to be updated.
Issues integrating with external databases	Med	Med	High	Early contact with the external database providers for help integrating and troubleshooting. Testing
Unreasonable scope expansion	Low	Med	Med	Early and frequent meetings with client to sort out the scope of the project in the first sprint.
Bugs and errors in code	High	Low	Med	By using issues, we can compartmentalise the project into manageable chunks that can individuallybe debugged and if an out-of-scope bug occurs it can become its own issue. Bugsare to be expected but with good protocol they can be easily managed.
Data loss with GitHub	Low	High	High	Have local backups for recovery purposes.
Team member unavoidable unavailability	Med	Low	Low	Using issues and proper communication someone can easily pick up the work that needs to be completed to keep the project on schedule.
Running outof time to complete full scope	Med	High	High	Use of proper time management and time estimates for features can help mitigate. Using prioritization of the mostkey features, to ensure at least a minimum viable product is produced.
Needing to change selected	Low	High	High	By researching what frameworks to useearly, and by comparing to the scope of works to judge the requirements of our

| frameworks | | | | framework we can select frameworks that can complete the project and will not need to be replaced. |