**Software Project Management** **Lab 3**

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When planning the project, our group used the automatically allocated feature in MS Project to resolve the overallocation issue, hence the project plan duration is 26.5 days. However, for the purpose of this lab work, we reduced the deadline of the project to 20 days. The work of the previous lab (without reduction) and the work of this lab (reduced) is attached with this report.

**Project risks management**

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| Risk | Probability | Effects | Solution |
| **Estimation** | | | |
| Time for development is underestimated | High | Serious | Weekly meeting & plan adjustments |
| Size of software is underestimated | High | Tolerable | Gather team members opinions about tasks complexities |
| Time for QA is not sufficient | Low | Tolerable | Perform general testings first, then other detailed testings later (can be after delivered to the customer) |
| **Cost** | | | |
| Cost of target deployment server increased too high | Rare | Moderate | Meeting with customer to choose solution (migrate to another one or pay more) |
| Integrating services costs increased too high (chatbox, video call, etc.) | Rare | Moderate | Meeting with customer and agree on a new solution (code change or service change) |
| Burglary happened | Once in a blue moon | World’s end | Needs to buy new equipment and upgrade the company’s security. |
| **Human resource** | | | |
| Staff are unavailable at critical times | High | Serious | Assign tasks to other members (skill might not be compatible) |
| Staff performs under predicted performance | Normal | Serious | Encouraging, prepare for substitute |
| Staff resigns or is fired | Low | Serious | Assign tasks to other members while recruiting for a new member |
| Staff are simultaneously unable to work (epidemic, food-poisoning, mass accident) | Rare | Catastrophic | Work from home if possible, otherwise, need to deal with the customers about the situation |