Top 10 Risk List

for

Online PCR Tests Booking

at The Department of Electrical and Computer Engineering,

The University of the West Indies

St Augustine Campus

Trinidad

Version 1.0

Week 4

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# Top 10 Risk List

Risks were identified that have the potential to disrupt the project and the current schedule. The top then risks were chosen, based on priority, and placed in a “Top 10 Risk List”.

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| --- | --- | --- | --- | --- |
| **This Week** | **Last Week** | **Weeks on List** | **Risk (RE)** | **Risk Resolution Progress** |
| 1 | 1 | 3 | Schedule may be unachievable  (1.12) | - Tasks along with current timeline for completion of project are reviewed after each meeting and currently still on track and seems achievable  - Team is reminded of goals each week to keep the schedule on track |
| 2 | 2 | 3 | Unfamiliar and inexperienced with programming languages  (1.28) | - Training session was done with team where brief overview of programming languages was covered  - Learning resources were made available for use  - Risk is showing itself to possibly become significant |
| 3 | - | 1 | Personnel work slower than expected  (0.87) | - Another training session was done Git and Asana to improve familiarity with productivity tools |
| 4 | 5 | 2 | Poor estimation of component completion time  (1.40) | - Team was given a brief explanation of each component and the features needed according to the SRS |
| 5 | 6 | 3 | Lack of team structure  (0.74) | - Teambuilding activity that helped solidify roles and communication between members was successfully done  - Weekly morale survey is done to determine if future action is needed |
| 6 | 3 | 2 | Developer gold-plating  (0.50) | - Concept of gold-plating was explained to the team so they can be aware of the risk  - Risk is clearly understood by development team |
| 7 | 4 | 3 | Optimistic development team  (0.87) | - Team has been made aware of workload that the project demands |
| 8 | - | 1 | Product is of low quality  (1.00) | - Prototype lifecycle decided upon to help monitor product quality |
| 9 | 7 | 3 | External risks  (1.40) | - No concerns of external risks have been brought up by the team |

## Resolved Risks

The table below shows the resolved risks of the project which have been properly addressed using requirements management strategies.

|  |  |  |  |
| --- | --- | --- | --- |
| Weeks on List | Date Resolved | Risk | Risk Resolution |
| 2 | 30/09/2021 | Team member lacks proper equipment | Team member acquired replacement laptop |