Risk Matrix:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | | **Consequence** | | | | |
| Insignificant | Minor | Moderate | Major | Catastrophic |
| **Likelihood** | Almost Certain | Moderate | High | High | Extreme | Extreme |
| Likely | Moderate | Moderate | High | Extreme | Extreme |
| Possible | Low | Moderate | High | High | Extreme |
| Unlikely | Low | Low | Moderate | High | High |
| Rare | Low | Low | Low | Moderate | High |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Risk Description | Consequence Impact | Likelihood | Risk Level | Control Measures |
| Changes in academic policies or curriculum | High | Almost certain | Extreme | Provide a platform for staff to push updates easily |
| Users unclear on how to use application | Unlikely | Minor | Low | Implement intuitive design principles.  Built in how to use website.  Alternatively, a video guide |
| Team member unable to complete deliverable on time | Major | Rare | Moderate | Check in frequently with each other to know progress level |
| Compatibility issues with various devices | Moderate | Minor | Moderate | Ensure adherence to modern web design principles and that the website can be displayed on mobile screens |
| Server downtime or hosting issues | Rare | Major | Moderate | Use a reliable hosting provider with redundancy and backup servers |
| Inadequate documentation for project maintenance | Unlikely | Moderate | Moderate | Maintain comprehensive documentation throughout development |
| Scope creep | Possible | Moderate | High | Clearly define scope and prioritize changes based on client feedback |