

PRT582 Project Group Forming

Group Forming (not more than 4 people with 1 being external)

Group Name: _____ OMBMS _____

Group Members

First Name	Last Name	Student No.	Email
Mingzhen	Dong	s371932	S371932@students.cdu.edu.au
Haohua	Mai	s371832	s371832@students.cdu.edu.au
Quoc Chien	Kieu	s374001	S374001@students.cdu.edu.au
Mohammed	Musa	s384546	s384546@students.cdu.edu.au

Briefly write down how each of you can contribute to the team.

1. Attend arranged meetings.
2. Divide the task and research responsibilities.
3. Review the work together.
4. Follow the academy integrity.
5. Regular communications when changes occur.

Risk Management

Impact: Acceptable, Tolerable, Unacceptable, Intolerable

Likelihood: Likely, Moderate, Unlikely, Rare

Strategies: Avoid, Reduce, Transfer, Accept

Risks	Impact	Likelihood	Strategies
Misunderstanding of the assignment requirement	Tolerable	Moderate	Keep communication with each other and the teacher and tutor.
Delays of deliverables	Tolerable	Moderate	Keep communication open and inform team members ahead.
Sickness of team members	Acceptable	Unlikely	Complete the assignment first and inform the teacher for extension.

Team Leader

A team leader is needed for this project to coordinate the team. Choose a team leader and write how you are going to lead this team

Howard.

Arrange the meeting and keep the timetable in mind to keep the progress running as scheduled.

Submit this form the to the discussion board on project group forming