Risk List

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| Category | Likelihood | Project Risks | Mitigation Strategies |
| 1.1 Stakeholder Support | Medium | Stakeholder become disengaged and fails to support the project. Stakeholders neglect communication and meetings; and the project struggles as a result. | Have a variety of stake holders and not rely on, and build project tailored to one specific stakeholder. |
| 1.2 | Low | Disagreement between stakeholders can interrupt project progress. |  |
| 1.3 | Low | Stakeholders expectations for project go beyond the developer’s abilities | All technical backgrounds have been stated in team charter. |
| 2.1Scope | Medium | Scope of the project is poorly defined and can be open for interpretation. | Scope must be clear and concise. |
| 2.2 | Low | Team members add their own features that aren't in the requirements or change requests. | If the team wants to add a new feature, add it to the change requests before implementation. |
| 2.3 | Medium | Necessary activities are completely missing from the scope. |  |
| 3.1 Change Management | High | Too many change requests at once make project complex and confusing. | All changes should be discussed as a group. Work on only a couple of changes at a time. |
| 3.2 | Medium | No change priorities or order. Change requests conflict with the project requirements. | Sort the non-essential changes lower on a prioritised list of changes. |
| 4.1Communication | Medium | Lack of team communication leads to misinterpretation and confusion. | Communicate needs to be constant and clear. Ideas may need to be discusses many times in different ways before the whole team understands a new concept. |
| 4.2 | Medium | A stakeholders and instructor and not kept informed. Lack of communication will slow any necessary support. | Stakeholders and instructor have been added to slack.com, our selected push communication mechanism. |
| 5.1 Resources & Team skills | High | When the project team needs to obtain new skills for the project, there's a risk that the learning curve will slow all productivity. | Considering as this project is a learning exercise for university study, all team members are expected to learn new skills. This is not a problem but an expectation, as long as research is done in a timely manner. |
| 5.2 | Medium | Team members have negative attitudes towards the project and each other, and result in low team motivation. | All team members will eventually feel a lack of motivation. Honest communication can clear up disputes. |
| 6.1 Architecture & Design | High | Architecture is not flexible or capable of supporting change requests and must be revised. |  |
| 6.2 | Medium | Design fails to meet purpose requirements. The design is inefficient and full of errors. | The design needs to be both discusses with the whole team, stakeholders and instructors to catch any floors early in the design process. |
| 7.1 Requirements | Medium | Requirements fail to align with system |  |
|  | Medium | Requirements are unfinished and have noticeable holes. |  |
|  | Medium | Requirements are unclear, confusing and open to interpretation. |  |
| Decisions & Issue Resolution | High | Decision delays impact project  Establish guidelines for decision turnaround time. Identify the risk that guidelines will be exceeded. |  |
|  | High | Decisions are incomplete  Issue resolutions that don't address the issue or create more issues. |  |
| Project Management | Medium | Failure to follow methodology  If your organization asks you to streamline your project management methodology, that can be documented as a risk. |  |
|  | Medium | Lack of management or control  A lack of project management should be documented as a risk. For example, if resource constraints cause the project to skip certain project management best practices.   Errors in key project management processes  Errors in project management such as schedule errors. |  |