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| Risk List | | | | |
| Category | Likelihood | Impact | Project Risks | Mitigation Strategies |
| Stakeholder Support | Medium | 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 become a part of the project development. Input from all stakeholders will be valued but the end decision falls to the team. The project will not be tailored to one specific stakeholder. |
| Low | Low | Disagreement between stakeholders can interrupt project progress. |
| Low | Medium | Stakeholders expectations for project go beyond the developer’s abilities | All technical backgrounds have been stated in team charter. |
| Scope | Medium | High | Scope of the project is poorly defined and can be open for interpretation. | Scope must be clear and concise. |
| Low | Medium | 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. |
| Medium | Medium | Necessary activities are completely missing from the scope. | The Scope will be reviewed by all team members and stakeholders to look for future problems and discuss solutions. |
| Change Management | High | Medium | 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. |
| Medium | Low | No change priorities or order. Change requests conflict with the project requirements. | Sort the non-essential changes lower on a prioritised list of changes. |
| Communication | Medium | 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. |
| Medium | 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. |
| Resources & Team skills | High | 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. |
| Medium | High | 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. |
| Architecture & Design | High | High | Architecture is not flexible or capable of supporting change requests and must be revised. | The design needs to be both discussed with the whole team, stakeholders and instructors to catch any floors early in the design process. Design must be flexible and built for future expansion in mind. |
| Medium | High | Design fails to meet purpose requirements. The design is inefficient and full of errors. |
| Requirements | Low | High | Requirements fail to align with system | An accurate use case model that clearly demonstrates the system requirements. Display of key domain concepts and the data required to support the system. Clear analysis of non-functional requirements. |
| Medium | Medium | Requirements are unfinished and have noticeable holes. |
| Medium | High | Requirements are unclear, confusing and open to interpretation. |
| Decisions & Issue Resolution | Medium | Low | Slow decisions will delay the project. There are no decision turnaround time guidelines. | Establish guidelines for decision turnaround time.  Decisions that directly affect the project must be discussed between the whole team. |
| Medium | Medium | Decisions are incomplete, don’t resolve the issues or create more issues. The team disagrees with decisions that are made by the stakeholder |
| Project Management | Medium | High | Team fails to follow methodology set out in charter. Team becomes hard to manage. | Each team member has a role and responsibility that is rotated and updated weekly depending on what tasks and activities the group decides need completing. There is a three-strike policy set in place minimise laziness. |