Risk register

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| The main of the risks | Owner of the risks | Reasons | effect | probability | Impact level | Level of the risk | Risks response strategy | Plan for monitoring the risk | Risk status | New Issue needed |
| Team member leave the team | Team, developing project owner | Personal reason | Work is left for the rest of teammates | Unlikely (2) | Significant (4) | Medium | Team have to reallocate work | Keep contact with the team members | Closed | No |
| Final product does not meet the requirements | Team, developing project owner | Expectation of the team is different to expectation of the stakeholders | Project Failure | Unlikely (2) | Severe (5) | Medium High | Ensure good communication and collaboration with stakeholders. And the team should clarify the requirements as early as possible | Review the User story map and discuss with client continuously. Showing the work client regularly to ensure the requirements are met | Open | No |
| Change in the structure of the code. | Developing Team | Major Functions require different programming language that the team chosen | Project restructure | Possible (3) | Significant (4) | Medium High | The plan should be able to change rapidly and research should be done before making important decisions. | Sufficient research before new coding tasks are assigned. | Open | No |
| End users fail to use the product effectively and efficiently | project owner | Expectations of the team and stakeholders are different to expectation of end users | Project failure | Possible (3) | Significant (4) | Medium High | Supporting service should be provided and guideline should be written clearly before releasing. | Project owner should research the end users’ interest frequently and change the requirements if the users’ interest change | Open | No |
| Delays and difficulties in obtaining permit to access some sensors | Project owner, the developing team | The time required to obtain permits is more than expected | Delay in releasing the product | Possible (3) | Moderate (3) | Medium | Early request for accessing the permit. | Keep researching the requirement of the permission to access sensors and prioritise the work according to the time needed | Closed | No |
| Conflict within the group | The developing team | Different members sharing different point of view | Delay in designing process | Unlikely (2) | Moderate (3) | Low Medium | Team leader and the client make the decision | Regular team meetings for everyone to ask and discuss | Closed | No |
| Installation problems | The developing team | Different members use different OS | Some of the team members cannot work on code | Likely (4) | Moderate (3) | Medium | The members who cannot work on code can work on documentation , research and preparation. | Other members who run properly can help fix the errors. | Closed | Yes |
| Unexpected Risk | The developing team, project owner | Unexpected issues or fail to manage the risk | Time may be needed to solve the risk | Possible(3) | Significant(4) | Medium High | Put the risk into issue board and handle the risk as early as the team can | Regularly review the risk register and discuss any potential risk in meetings | Open | Yes |
| Ethics Application | The team, project owner | Unable to pass the requirement | Reviewing project details may be needed | Unlikely (2) | Significant (4) | Medium | Work with the client to spot and solve the problem | Check all the requirements and conditions before submitting | Open | No |
| User testing | The team, project owner | The users do not like the UI | Reviewing the feedback and communication with client is needed | Medium | Medium | Medium | Work with client to discuss the new requirements | Trying to do the user testing early | Open | No |

Table

Description automatically generated