**Stakeholder Register**

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| **Stakeholder Role/Group** | **Influence** | **Interest** | **Key Issues** |
| Sponsor (Colesworth) | High | High | Everything |
| Consumers of Colesworth | High | High | Output of the system |
| Media | Medium | Low | Impact of Afterpay on the community |
| Project manager | High | High | Team organization and project progress |
| Project team member | High | High | The deliverables of the project |
| Senior Management | High | Medium | The outcome of the project |
| Line Manager | Medium | Low | Assigning people to the project |
| Regulators | Low | High | Ethics of the project |
| Suppliers | High | Low | Supplying any parts or software to the project |
| Project Testers | Low | High | The correctness of the project |
| Consultant to the project | High | Low | The process of the project |
| Colesworth Employees | Low | Medium | How will this system influence their workflow |
| Afterpay Shareholders | Medium | Low | How much they can earn after the system is in use |
| Non Government organization | Low | Low | The system can be worked well or not |
| Security of Colesworth | Low | Low | How to judge if the consumer has been paid or not |
| Technician | Medium | High | How they repair or maintain the system |
| Manufacturer | Low | Medium | The requirements about how they produce the cashier machine combined with Afterpay |
| Competitors of Afterpay | Low | Low | The pros and cons of this system |
| Police | Low | Low | Whether the system cause any financial disputes |

**Communication Plan**

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| **Communication Type** | **Medium** | **Audience** | **Frequency** | **Contained Information** |
| Conversation | Face-to-face or through phone | Project group | Every minute | Process that members are doing or going to do and the change should be made |
| Oral presentation | face-to-face | Colesworth | Monthly | The process, future plan, conclusion what have been done before |
| Status report | E-mail, Fax | Colesworth,  Afterpay execs, | Every two weeks | The process, functions the system can perform now and the future plan |
| Meeting | Face-to-face or through video meeting | Colesworth | Every week | What need to be improved or changed with the project |
| Group meeting | Business messaging platform or face-to-face | Project group | Weekly | The process, distribution and update of the project |
| Keynote Presentation | Organized public conference meeting | General public / potential users of Afterpay | Final stage of completion of Afterpay | Every key point that the system can perform |
| Questionnaire survey | Internet platform | Consumer of Colesworth | Monthly after the project completed | How the system worked |
| Emergency meeting | Face-to-face or through phone | Colesworth, project group | When some serious problem occurs of the system | How to solve that problem |