

ENG1 Group 9

Risk Assessment

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Risk Assessment

Introduction

The goal of a risk assessment is to manage risks before they occur. By doing this we can speed up the process of developing our project as there will be much fewer unforeseen interruptions. In order to identify a risk, we must first define what one is. A risk can be thought of as any future event that can threaten the project. These can be both known and unknown. We will assess all the potential known risks and find ways to handle them in order to mitigate the impact they would have on the project.

Risk register format

- The risk register contains six columns: ID, description, likelihood, severity, mitigation, owner.
- ID - unique identifier for each risk.
- Description - describes the potential risk and how it may occur.
- Likelihood - Chance of occurrence
 - There are three levels to this, they are indicated in the register by a colour representing the likelihood:
 - **Red** - high chance of occurrence
 - **Orange** - medium chance of occurrence
 - **Green** - low chance of occurrence
- Severity - if the risk were to occur, how bad it would affect the project
 - Similar colour indication as the likelihood:
 - **Red** - large effect
 - **Orange** - medium effect
 - **Green** - low effect
- Mitigation - how we as a team will reduce the likelihood of a given risk occurring
- Owner - who is responsible for managing the risk
 - There are 4 different owners:
 - Project
 - Product
 - Business
 - Technology

Risk register

Project risks

ID	Description	Likelihood	Severity	Mitigation	Owner
R1	The hardware device storing the project files becomes damaged/lost.			Files should be stored on the cloud using applications such as github, google drive etc.	Project Technology
R2	A team member is not available due to unforeseen reasons.			Work is distributed evenly so no area relies heavily upon one individual.	Project
R3	Deliverable is not on track to be completed within the scheduled time.			Tasks are broken down and planned out in advance to give a smaller time to complete each one.	Project
R4	Jobs with a high priority are not being completed.			Jobs are assigned a priority and completed in the order in which they are needed.	Project
R5	There are unassigned jobs that need completing.			Jobs are given to members of the team with less work scheduled than others.	Project
R6	Delay in earlier phases causes a time constraint on the later tasks.			If a member of the team is struggling with a task they should consult other members early for help.	All members
R7	The customer requests additional features that were not initially expected.			Leave additional time before submission to account for any unexpected additions.	Project Business

R8	There is a lack of communication between members of the team.			Have multiple ways team members can contact each other as well as routine meetings.	Project
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Product risks

ID	Description	Likelihood	Severity	Mitigation	Owner
R9	The delivered product is not up to the standards of the customer.			Quality checks are done throughout the production of the project.	Product Technology Business
R10	Libraries used in the project become unavailable/unsupported .			Only use reputable and reliable libraries if possible.	Product Technology
R11	The software doesn't run on the various operating systems.			Test across multiple systems to ensure it is compatible.	Product Technology
R12	The software is buggy and not working as intended.			Testing should be done as the code is developed.	Product Technology
R13	The software used to develop the project becomes unavailable.			Team members are familiar with other alternative IDEs.	Product Technology
R14	The project purpose is not well defined.			The customer is interviewed and asked any questions about problems that may occur throughout development of the project.	Business Product

Business risks

ID	Description	Likelihood	Severity	Mitigation	Owner
R15	The assets used are not used in compliance with their licence.			Check licences of assets before using them.	Business