Working in a team always comes with its disadvantages. There some external and internal factors that could lead faults in the time organization and the quality of the final product. Here are some of the most common situations in which the group can fall into.

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| --- | --- | --- | --- | --- |
| Risk | Probability | Impact | Risk Prevention | Alternative Scenario |
| Falling behind deadline. | Medium | High | Assign more time that is esteemed to be necessary for the activity. (Adding “buffer” time.) | Reassign task to the group members. Give additional work to idle members. |
| Illness, vacation, etc. | Medium | High | Calculate additional time in case of an unavailable teammate. | Make use of the added “buffer” time. |
| Human failure-mistakes, not enough understanding on the task given, takes too long to complete. | Medium | High | Hold team meetings frequently to make sure everyone knows what is expected of him. | Reassign task to different group member or extend the time needed for the completion of the task. |
| Insufficient communication or lack of communication plan. | Low | Medium | Create a number of online groups, gather contact data from team members. | Search for additional communication tools. Hold additional group meetings. |
| Inadequate resolution of priorities or conflict. | Low | Medium | Assign concrete roles to the team. Make sure everybody knows their responsibilities. |  |
| Unrealistic expectations from assigned resources to specific tasks. | Medium | Medium | Research the ability of the resources that are going to be used-programs, people, etc. | Remodel the task given to the resource by lowering the expected result out of the task. |
| Misunderstood requirements. | Low | High | In each meeting ask tutor or client for further specifications on each task. | Remodel the task to correspond to the requirements. Try reusing the already done work. |
| Obsolete Software. | Low | Medium | Try using reliable and frequently updated software. | Change to a different software and try to integrate already done work into it. |
| Risk | **Probability** | **Impact** | **Risk Prevention** | **Alternative Scenario** |
| Server crash. | Low | High | Use a reliable server. Test beforehand with a large number of users. | Have a professional on standby during the event to ensure immediate problem solving. |
| Data Loss. | Medium | High | Make a number of backups, consider storing the information on the web. Keep documentation about work. | Use the “buffer” time to recreate the lost information. |
| Poor response time from software. | Medium | High |  |  |
| Website not opening on a device. | Medium | Medium | Test the website on all available devices. Make a design that will ensure the work of the website on all kinds of devices. | Make an additional website design for the problematic device. |
| Supply insufficiency. | Low | High | We will make sure to gather the needed supplies before the actual compilation of the software. |  |
| Not enough time to learn needed skills for certain tasks. | Low | High | Start learning needed skills in advance to ensure enough time. | Search for alternative methods to complete the task. |

blablabla

Make a presentation

Create user manual

Build prototype and test it

Check for performance issues

Final appearance retouch

Website functionality

Shop application

Entrance Application

Final implemented database

Website design using CSS

Visual design

Interaction design

Initial database model

GUI application interfaces

Website wireframe

Website mapping

Functionality description

Flow charts

Initialization

Design

Production

Design

Presentation

Finalize

Draw up sketches and drafts

Gather necessary resources

Install needed software

Research targeted market

Make a Project Plan

Discuss ideas

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| --- | --- | --- | --- | --- | --- | --- |
|  | Project Plan | Agendas |  |  |  |  |
| Client |  |  |  |  |  |  |
| Tutor |  |  |  |  |  |  |
| Representative |  |  |  |  |  |  |
| Project Leader |  |  |  |  |  |  |
| Programmer |  |  |  |  |  |  |
| DB operator |  |  |  |  |  |  |
| Secretary |  |  |  |  |  |  |