

Risk Analysis

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History

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References

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Introduction

An effective project management requires careful planning and risk removal, especially in an environment where academic activities and professional tasks may overlap. Our document shows the potential risks that could effect project completion time and efficiency. This document also shows the ways to mitigate these aforementioned risks for proper working of the project. These risks mainly include the exam time and class schedules affecting the availability of the employees and limited work time due to health issues among the employees. By addressing these challenges the team can proactively work on specifically avoiding these mistakes and thus finishing the project before deadline.

Risk Analysis Table

RISK		LIKELYHOOD	IMPACT	MITIGATION
1	College exam timing and classes during project hours	High (During exam periods)	Medium to High	<ul style="list-style-type: none">Plan project timelines to accommodate exam schedules

				<ul style="list-style-type: none"> • Allocate tasks in advance and redistribute workloads
2	Class timings of the employees	Medium to High (depends on class schedules)	Medium	<ul style="list-style-type: none"> • Create a flexible work schedule • Encourage regular communication and remote collaboration.
3	Limited manpower or health issues	Medium (health issues are unpredictable)	High	<ul style="list-style-type: none"> • Have backup team members • Use automation tools to reduce manual workload

Overall Risk Mitigation solution [↗](#)

	RISK MITIGATION
1	Allocate tasks in advance and redistribute workloads
2	Ensure focused working hours for better coordination
3	Maintain a remedial plan for sudden absentees