Risk assessment and mitigation

Cohort 2- Group 1

Members

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Risk management process

Our team used a systematic approach to identify and handle risks early on. By anticipating potential issues, we were able to develop strategies that minimise setbacks and keep the project running smoothly. After the initial team brainstorming session, we decided it is better if some members focus on the implementation and some members work in the risk assessment and present it to the other members. We consolidated the identified risks and presented the findings to the rest of the team, ensuring everyone was informed and able to provide feedback.

Risk identification

We began by discussing the possible risks and documented them. After brainstorming all the ideas we eliminated the risks deemed to have a low likelihood of occurrence or minor consequences, ensuring our efforts are focused on more significant risks.

Risk analysis

We rated each risk by how likely it was to happen (low, moderate, high) and how big the impact would be (insignificant, tolerable, serious, catastrophic), based on our team experience.

Mitigation strategy

For each risk, we put mitigation strategies in place to reduce it or avoid it, such as documenting responsibilities to prevent task overlap.

Risk monitoring

Each risk was given to a team member who was responsible for tracking its status, and we reviewed the risk register during weekly team meetings to make sure everything stayed on track. When we review its status, we update the likelihood and severity of the risks based on our project process.

Risk register

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
R1	Technology	Difficulty with specific tools or technology features needed for implementation	Moderate	Serious	Seek need from lecturers, if some team member is familiar with the technology train the other team members	Evelyn
R2	Technology	Third-party libraries may fail or not meet the project needs	Low	Tolerable	Test the libraries before development and search for other possible ones.	Ollie
R3	People	Not enough communication of the team might lead to delays or conflicting work	Moderate	Serious	Use a shared communication tool and schedule meetings regularly.	Zayaan
R4	People	Illnesses or sickness that prevents a key developer to contribute on the project for a long period of time	Low	Serious	Make sure no critical task depends solely on one person. Assign a back-up person to each task who can step in if needed.	Hassan
R5	People	Misunderstanding a task assignment of team members could lead to have duplicated works or gaps where tasks are missed	Low	Tolerable	Using a project management tool to make sure that the entire team is well aware of of all their tasks and the other teammate's tasks as well	Lily
R6	Business	The control system inside the game becomes way too overwhelmingly complicated for an average user	High	Tolerable	Dropping a beta test and gaining feedback to then add changes to the control system	Evelyn

R7	Estimation	Team members may struggle to balance the project with other courseworks	Moderate	Tolerable	Organise the project schedule thoughtfully, leaving room for any busy times or unexpected delays.	Georgia
R8	Technology	Different team members may write codes with their own style and it may cause an integration issues	Moderate	Tolerable	Set a coding style in the team early and review each other's work.	Ollie
R9	Requirements	Team members might add unnecessary features that cause wasting time on non-essential functionality.	Low	Serious	Set the requirements early and stick to the project's requirements. Avoid unnecessary extras.	Zayaan
R10	Business	Game fails to be engaging and makes users not want to play the game.	Moderate	Serious	Play testing more and iterating regularly to make sure that the game is appealing to the outside world.	Hassan
R11	Business	Sensitive Ideas or topics inside the game that disrespects or misrepresents that can lead to backlash	Moderate	Serious	Consulting experts or doing research and making sure that no one gets disrespected	Jacob
R12	Technology	Data loss due to human error or hardware failure or ect	Low	Serious	Having a backup protocol and insuring that each sensitive data is protected from data loss	Jacob
R13	Requirement	Misunderstanding customer feedback could lead to incorrect requirements or implementations	Moderate	Serious	Document customers' feedback thoroughly, grab another meeting if needed.	Georgia

R14	Requirement	Exceeding the page limit or deliverables being not up to standard of formatting requirement of the assessment could lead to receiving 0 marks	Moderate	Serious	Assign a team member to check all of the deliverables' are meeting the requirement and it is not exceeding the page limit.	Lily