Risk Analysis – Dilston

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| Risk | Description | Probability | Severity | Response |
| Lack of communication/clarity | During the project, there may be situations where lack of communication can lead to a lack of clarity. This would result in the project not heading the way anticipated and the expectations therefore may not be reached. | High | High | It is important to ALWAYS communicate with the team and ensure that everyone is clear on their task. The team will be supported with this through task allocations which will have deadlines, priorities, dependencies and order of tasks which will support the team in communicating to them what has been done and what needs to be done. It is also important for all teams to have all sorts of communication channels open and team members come to every meeting. However, even with all this, it is still probable that there could be some lack of communication and clarity although the risk will be significantly minimised. |
| Unexpected events such as illness | Illness can definitely create setbacks, having team members who are unavailable due to such events will create delays as the person that’s ill will not be able to be efficiently productive. | High | High | Adaptability to situations is very important, and it is also extremely important to be adaptable when your team members become ill. This could mean that the person that fell ill would be expected to have an extended deadline for their work and other team members would have to complete work that isn’t dependant on the person that is ill. |
| Inexperience of AI projects | Inexperience is a large issue and it is a risk involved in creating AI development because the inexperience can affect negatively the solution and have many errors which can create more delays and a solution that is less efficient. | High | MED | It is important for all team members to get involved with AI programming and gain some kind of experience that will boost the end-solution as more people with such understanding, the better our solution will be. |
| No control over priorities | Project management is very important and not having prioritising work over other work can create problems. This is because work that needs to be completed sooner will be a priority over a task that needs to be completed later in the project. It is important to recognise what is to be prioritised when and over what. | LOW | MED | To ensure control, priorities will be implemented via project management during task allocation. This priority will be decided based on what needs to be completed dependant on the time of the project. These priorities will also be judged by dependencies which the project manager will create. |
| Task Allocation & Scheduling errors | Task allocation and scheduling is also important and something a good project manager will be good at. It is important to avoid errors when scheduling and for the scheduling to makes sense. For example, tasks will have a step by step logical process that is ordered based on what needs to be done before the other task and these tasks will have to be given a sensible deadline. | High | High | A good project manager will ensure that tasks are allocated to each member accordingly based on agreement with other team members. These tasks will be available to all members to view and will have a sensible logical order of steps and sensible deadlines that are realistic and achievable by team members. |
| Team Conflicts | Team conflict is extremely common as not everyone will agree and people will have opinions other people will disagree with. It is important to recognise disagreements and come to a mutual agreement although whilst doing so, remaining respectful. | High | MED | The severity of team conflict is large, without good relationships, the project won’t go well. As a team, it is important to resolve disagreements through coming up with solutions that satisfy all parties. If the solution can’t be reached, natural team members can create a vote or agree on taking a specific approach. However, if possible, the involved parties in the conflict shall mutually come together to resolve the conflict with the help of a project manager to have a natural overview. |
| Operational changes | Sometimes, changes can happen within teams. Sometimes, roles of team members can change which isn’t as severe in the early stages of the project although it can still happen at any stage (when it’s too late, roles are unlikely to change). If it happens, it is important to understand why operational changes are happening if it provides better results. Sometimes, even the software development life cycle might change during the projects lifetime. | LOW | MED | If changes are to happen, it is important to create these changes early in the project so that the overall solution will not be affected. Software development life cycles can change during the lifetime of the project which is natural/normal, it is important to change the cycle where necessary to benefit the project in the end. Such things have to be mutually agreed with all team members. |
| Unplanned work | Sometimes, we may identify work that has to be completed without anticipating such event happening. It is important to prioritise accordingly such work and be adaptable. | LOW | LOW | It is expected to receive unplanned work almost in every project. However, it is important to be adaptable. The project manager shall keep track of all work, including unplanned work and allocating it to team members that need to be responsible for such work. It is important to create soft deadlines for such work as well. |