**Risk Assessment**

Person Leaves Group

* Ensure that the user’s work is in the hands of the remaining group members
* Redistribute workload between remaining team members
  + Split up the tasks based off of team member’s completion workload

Loss of Data

* Identify the data that was lost
  + Locate the most recent updated version
  + Check with team members and the versions they have
* Make backups in preparation for any potential data loss
  + Subversion
  + Flash drive
  + All group members have copies of the most recent version

Car Failure

* Notify team members of car breakdown
* Find an alternative method of transportation to group meetings
  + Team member provides ride
  + Bus

School Closing

* Find out how long the school intends to be closed
* Have backup plans for alternative meeting locations
  + Meet at another location
    - Group member’s house
    - Library
  + Online
    - Skype
    - Chat live
    - Discussion threads

Family Emergency

* Ensure that the user’s work is in the hands of the remaining group members
* Redistribute workload between remaining team members
  + Split up the tasks based off of team member’s completion workload