

Risk Register

Risk Description	Impact Description	Impact Level	Probability Level	Priority Level	Mitigation
Brief summary of the risk.	What will happen if the risk is not mitigated?	1 (LOW) to 5 (HIGH).	1 (LOW) to 5 (HIGH).	IMPACT x PROBABILITY. Address highest first.	What can be done to mitigate the risk?
Team member unwell	- Team member unable to complete their part of project - Fewer resources for team to utilise	2	2	4	- Communicate that you are unwell quickly - Reassign tasks to suitable members
Hardware failure	- Loss of project data - Team member no longer able to contribute	4	1	4	- Make sure work is backed up (cloud server, USB, etc.) - Have backup plan if primary hardware stops working
Ignore important project requirement	- The project does not satisfy the client's requirements	5	1	5	- Confirm that all requirements before coding - Communicate with client more
Client comes up with new requirements	- Project needs to be modified - Impact time plan	4	2	8	- Check the time available and the importance, try adding
Team members have conflicting ideas	- Relationships within the team - Reduce work efficiency	2	3	6	- Vote - Members with conflicting ideas communicate individually
Client not satisfied with the product	- Impact the final marks - Impact the client experience	5	1	5	- More communication with client - After completing the design, can ask the client for comments
Poor time management	- Unable to complete on time	3	3	9	- Make a schedule

Skill overlaps amongst members	- Low efficiency - Some parts have no suitable candidates	1	4	4	- Complete skills and resource audit - Complete the difficult parts together
Payment security issues in backend	- Bank account number password disclosure - Economic loss	5	1	5	- Use vulnerability and bug detection - Conduct multiple tests
Data security issues in database	- Personal information disclosure	5	1	5	- Use a secure database - Conduct multiple tests

PROBABILITY	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		IMPACT				