**Travel Advisor Web Application**

Author: Mahmoud Yasser

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* **Purpose**: The purpose of risk management is to identify potential problems before they occur so that risk-handling activities may be planned and invoked as needed across the life of the product or project to mitigate adverse impacts on achieving objectives.

Risk management is a continuous, forward-looking process that is an important part of business and technical management processes. Risk management should address issues that could endanger achievement of critical objectives. A continuous risk management approach is applied to effectively anticipate and mitigate the risks that have critical impact on the project.

Effective risk management includes early and aggressive risk identification through the collaboration and involvement of relevant stakeholders. Strong leadership across all relevant stakeholders is needed to establish an environment for the free and open disclosure and discussion of risk.

* **Risk assessments participants:** All members are included in risk assessment meetings to provide a clear view and clear perspective to predict and analyze risks.

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| Risk Measures | Risk Level |
| 1-5 | Low |
| 5-10 | Medium |
| 10-14 | High |
| 15 | Extreme |

# Risk assessment sheet

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| --- | --- | --- | --- | --- | --- | --- |
| **Risk ID** | **PRE-MITIGATION** |  |  |  |  | **MITIGATIONS / REMEDIES** |
| **RISK** | **RISK SEVERITY** | **RISK LIKELIHOOD** | **RISK LEVEL** | **RISK**  **TYPE** |
| TAWA\_Rsk1 | Team lacks enough knowledge and practice in back end development. | 2 | 3 | **MEDIUM** | Project | Team members shall do some research and start self-studying and practicing |
| TAWA\_Rsk2 | The holy month of Ramadan is coming and the working hours will be less than normal days. | 2 | 5 | **HIGH** | Project | Team members shall work more at night more than normal days |
| TAWA\_Rsk3 | The team may be distracted due to having many projects to work on simultaneously. | 3 | 5 | **EXTREME** | Project | Team members shall organize their time as much as possible in the next 2 months |
| TAWA\_Rsk4 | As the project progresses, the customer may requests many unreasonable changes. | 3 | 4 | **HIGH** | Product | Project manager shall negotiate with the customer to accept the reasonable change requests |
| TAWA\_Rsk5 | Losing one member or more due to illness or urgent matters may affect the project progress. | 1 | 1 | **LOW** | Project | Team members shall collaborate to cover the missing member |
| TAWA\_Rsk6 | Team productivity may be affected by fasting during Ramadan. | 2 | 3 | **MEDIUM** | Project | Team members shall work more at night more than normal days |
| TAWA\_Rsk7 | Any upcoming interview may affect members’ concentration and commitment. | 3 | 4 | **HIGH** | Project | Team members shall organize their time as much as possible in the next 2 weeks |
| TAWA\_Rsk8 | Lack of face to face communication between members in ITI due to having 3 lectures daily. | 2 | 3 | **MEDIUM** | Project | Team members shall use (instant messaging && desktop sharing) communicate as much as possible |
| TAWA\_Rsk9 | The product may not achieve customer’s satisfaction | 4 | 2 | **MEDIUM** | Product | Communicate more with the customer and stick to the requirements. |
| TAWA\_Rsk10 | Mahmoud may leave the team for 2 weeks during to military service recall. | 4 | 2 | **MEDIUM** | Project | Tasks shall be redistributed according to the new situation. |