|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Date raised** | **Risk description** | **Likelihood of the risk occurring** | **Impact if the risk occurs** | **Severity** *Rating based on impact & likelihood.* | **Owner** *Person who will manage the risk.* | **Mitigating action** *Actions to mitigate the risk e.g. reduce the likelihood.* | **Status** | **Useful resources** |
| 1 | [03-06-2021] | Project purpose and need is not well-defined. | Medium | **low** | **medium** | Project Sponsor | Complete a business case if not already provided and ensure purpose is well defined on Project Charter and PID. | Open | **<https://www.stakeholdermap.com/project-templates/business-case-template.html>** |
| 2 | [26-10-2021] | Ueser interface is not friendly. | low | high | high | Art director | Designers will implement interface design workshops for software developers to identify the usability concept. | **close** | <https://www.xueui.cn/experience/app-experience/ui-design-specification.html> |
| 3 | [26-10-2021] | Personas do not match. | high | high | high | Senior developer &accountant | Re-shape your personas through content and manage users. | **close** | <https://www.jianshu.com/p/33996d912331> |
| 4 | [26-10-2021] | The background fails to run properly when too many users log in at the same time. | low | Medium | medium | Senior developer | Technical staff work overtime to maintain background programs and to update the program. | **open** | <https://zhuanlan.zhihu.com/p/40753721> |
| 5 | [26-10-2021] | The network connection is unstable. | medium | high | medium | Security manager | Strengthen network security system and set up backup networks. | **open** |  |
| 6 | [26-10-2021] | The picture quality of the website is not clear. | medium | low | low | Senior developer &accountant | Improve picture definition standards. | **open** |  |

**Note: please make sure you fill all information related to your project below and convert everything to Wiki page (GitHub)**

Table 1: Risk register Sample

Reference: Excelonist (n.d.) *PM template*. htttp://www.Excelonist.com.