

Possible risks	Impact	Solutions
Team member sick/absent and able to work from home	Team member is not able to contribute in person.	<ul style="list-style-type: none"> Team member should read Meeting Minutes - outlines what was discussed (ideas/concerns), tasks achieved, what's next + thoughts while away section for additional input Open communication using Discord
Team member sick/absent and unable to work from home	Increases work load for other members in order to meet deadline	<ul style="list-style-type: none"> Re-assign tasks - in the event that a team member is not able to contribute for a period of time, tasks will be delegated to other members for that period. (Trello) Monitoring - a team member will be able to "catch up" through consistent monitoring of the application (Trello, meeting minutes) Additional meeting times can be arranged to reintroduce member to the project if need be
Team member unable to use personal computer at any stage during the project	Unlikely to cause a noticeable disruption	<ul style="list-style-type: none"> Use of Owheo computers available Documentation kept somewhere accessible <ul style="list-style-type: none"> GitHub for all source code Google drive for documentation Trello for tracking progress
Code is lost before committing and pushing to GitHub	Increases work load for short period of time	<ul style="list-style-type: none"> If team member is not able to easily reproduce code team member can: <ul style="list-style-type: none"> Notify the rest of the team on Discord Move the task board in Trello to the "Stuck" list which indicates that they need help Documentation should be kept to help reproduce code as easily as possible
Dependent features unable to work	Change of requirements needed	<ul style="list-style-type: none"> Should any features not work and has other features depending on it, requirements should be reevaluated in team meeting Amendments should be made to: <ul style="list-style-type: none"> Requirements Deliverables Schedule