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| --- | --- | --- | --- | --- | --- | --- |
| Risk Assessment Summary | | | | | | |
| Probability of Risk Occurance | High |  |  | -Inaccurate Project Timeline | -Incorrect Specification | -Scheduling Conflicts |
| Medium-High | -Overlapping of Artifact creation/Duplication of work |  | -Requirements Change | -Lack of GUI programming experience |  |
| Medium |  |  |  |  |  |
| Low-Medium |  |  |  |  |  |
| Low | -Tool availability |  |  | -Project Member(s) Leaving |  |
|  |  | Low | Low-Medium | Medium | Medium-High | High |
|  |  | Consequence of Risk Impact | | | | |

1. Project: Scheduling Conflicts

Risk Type: Scheduling risk

Priority(1 low ...5 critical: 5

Risk factor: Our team members all have different schedules so it is hard to find times during the week that we all free to work on this project. This can hinder progress towards our final project goal.

Probability: 100%

Monitoring approach: Make sure we have clear scheduled meetings that everyone has agreed upon ahead upon time.

Contingency plan: Use google hangouts for quick meetings that cannot be done inp person. Do individual parts of project then come together when available to collaborate.

Estimated resources: None known.

2) Project: Incorrect Specifications

Risk Type: Staff/People

Priority(1 low ...5 critical: 5

Risk factor: The customer provides us with the wrong information leading our team to do the wrong process

Probability: 50%

Monitoring approach: Make sure to have clear communication with our customers so that we are sure of what they are asking.

Contingency plan: Eliminate the false specifications and replace them with the correct ones as soon as possible to avoid further delay.

Estimated resources: None known.

3) Project: Innaccurate Project Timeline

Risk Type: scheduling

Priority(1 low ...5 critical: 4

Risk factor: Our team does not plan correctly for the project resulting in not staying on schedule and getting behind

Probability: 40%

Monitoring approach: Have regular meetings to take the temperature and see how we are doing and where we are at as a project

Contingency plan: Meet up and as a group push through the backlog to get as much done as possible so that we are back on track.

Estimated resources: None known.

4) Project: Lack of GUI programming experience

Risk Type:Experience

Priority(1 low ...5 critical: 4

Risk factor: Our coders might not be as experienced in coding GUIs as thought before and we will run into problems down the road.

Probability: 40%

Monitoring approach: Make sure core functionality is in place before adding fancy functions and GUI elements

Contingency plan: Make the GUI simpler. Come together as a group to figure out how to tackle programming problems

Estimated resources: None known.

5) Project: Requirements Change

Risk Type: Scheduling Risk

Priority(1 low ...5 critical: 3

Risk factor: Requirement changes can throw us off schedule and force us to make changes to our project thus lengthening the process as a whole.

Probability: 40%

Monitoring approach: Check schedule weekly to ensure correctness

Contingency plan: Each group member should try and take on additional tasks to try and get back on track.

Estimated resources: None known.

6) Project: Overlapping of Artifact creation/Duplication of work

Risk Type: Scheduling Risk/division of labor

Priority(1 low ...5 critical: 3

Risk factor: Two team members do the same thing resulting in time lost and optimal progress was not achieved.

Probability: 30%

Monitoring approach: Check schedule weekly to ensure correctness and communicate with team members to ensure that there is no duplication.

Contingency plan: Have a group meeting and discuss which artifact is to be used in project and have team members take on additional tasks to get back on schedule

Estimated resources: None known.

7) Project: Project members leaving

Risk Type: Scheduling Risk/division of labor

Priority(1 low ...5 critical: 3

Risk factor: One or more team members leaves for an unforeseen reason.

Probability: 10%

Monitoring approach: Checking to make sure that all team members are on the same page and are working on the project

Contingency plan: Have a group meeting and discuss which group members will take on the tasks of the group member who left.

Estimated resources: None known.

8) Project: Tool availability

Risk Type: Technology

Priority(1 low ...5 critical: 1

Risk factor: For some reason one or more of our group members cannot help with the project due to technical issues.

Probability: 10%

Monitoring approach: Making sure that all team members have access to the internet and a computer

Contingency plan: Go to the library are computer lab to use their computers for our project.

Estimated resources: None known.