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| Risk | Probability | Impact | Trigger | Contingency |
| Team member not completing their task | Medium | High | Not completing task by assigned date | Work with team members to finish the assigned task thus to prevent project delays |
| Team member drops the course | Very Low | Medium | Team member drops the course whether planned or due to unforeseen circumstances | Currently we have more than one person working on a task to have better workload distribution. If someone drops the course, the Project Manager will step in to fulfill that role. |
| Insufficient demographic data | Medium | High | Our original parameters do not produce enough data points to use | The team will broaden our parameters to get more available data for the development team. |
| Cloud could “evaporate” | Very Low | Very High | There are difficulties with the cloud that is hosting the dashboard. Or the cloud “ceases to exist” in theory. | Speak to the client about alternative hosting solutions i.e., Tableau Public or PowerBI. Or switch to paid hosting service. |
| Inadequate documentation | Medium | Medium | The documentation is not thoroughly prepared for the client. | Work with client to rework documentation to make it easier to follow and understand. |
| Technical work exceeds deadline | Medium | High | Milestones and deliverables not reached | Additional time will be added to schedule |
| Consensus not reached for dashboard design | Low | Medium | Group is not in consensus on dashboard backend or front-end design | Project Manager will act as tie breaking vote on any blockers that do not reach majority votes on the solution. |
| Client rejects deliverable | Low | Low | Client rejects deliverable or fails to adopt and sign off. | It should not ever get to this point since the client should be able to preview the final product before we finalize it. But we will meet with the client to see what feedback they can provide. Then as a team, we can work to resolve any of their pain points and resubmit. |
| Unexpected global incident derails society | Low\*\*\*\* | Medium – High | An unexpected global incident takes place, and the team members are no longer able to work together in any capacity virtual or otherwise. | Obviously, we can try and prep for such things since COVID-19 did give us some experience. However, in the incident of a war or anything else that would make team members highly unavailable due to draft or otherwise, we would try to wrap up the project as close to completion as possible and submit our deliverables as is to the client. |
| Team knowledge base is out of commission | Medium | Medium – High | Sami, our team knowledge base, gets sick or is temporarily out of commission | We would try and get ahead of this early by having documentation prepared for each step before we get to it. If we must, we will utilize outside resources (website, colleagues) to fill in the knowledge gaps. |
| Loss or corruption of data | Low | Medium | File is deleted, overwritten or there is an unauthorized change | Project documentation and data will be kept in a shared teams drive. Project Manager also has hard copy saved to their desktop weekly. |
| Disruption in organizational operation | Low | Medium | The organization dissolves or becomes inactive. | Continue doing the project. Publish finalized version to a github repository for open-source use and add to our portfolios. |
| State Parks lose funding | Very Low | Medium | The State Park system completely loses funding and cease to exist | This is very unlikely, but as above, we would continue building out the project with the data collected. We will share the product with our clients regardless and publish it to a github repository. |