FQA System

Risk List

Version <1.0>

Revision History

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| --- | --- | --- | --- |
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| 24/03/2016 | 1.0 | The first version | Xinchi Wang |
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Risk List

# Introduction

## Purpose

The purpose of this document is to support the development of the FQA System by documenting potential risks, their magnitudes, and mitigation strategies.

## Scope

The Risk List is only associated with FQA System.

## Definitions, Acronyms and Abbreviations

FQA: Find Question and answer

## References

Rational Unified Process: Risk List template (rup\_rskpln.dot)

## Overview

The risks known at the publication date of this document are listed below, along with mitigation strategies for each risk.

# Risks

## Project Risk: Hard Deadline

### Risk Magnitude or Ranking

Severe

### Description

Two hard deadlines to submit assignments are built into this project. The assignments may not be finished by the deadlines.

### Impacts

An incomplete product, a bad grade.

### Indicators

Falling behind in the Software Development Plan.

### Mitigation Strategy

Every member keeps reporting working progress on meetings. Hard milestones are being established.

### Contingency Plan

If project falls too far behind, the developers will begin to spend more time developing FQA System, sacrificing some documentation.

## Project Risk: Team Roster Change

### Risk Magnitude

Average to Severe

### Description

Some team members may exit the team. New members may join the team.

### Impacts

Need to assign roles and work again. Hard to continue with left members' work. New members may be inexperienced.

### Indicators

Some members may abandon CSCI822. Newcomers of CSCI822 may join our group.

### Mitigation Strategy

Team members should tell others about his assigned work so the process is not interrupted. Manager should tell new members how to work in development.

### Contingency Plan

Assign roles and work again to new team members.

## Project Risk: Manager’s non-presence

### Risk Magnitude

Average

### Description

We are following RUP process and in this process Manager plays a key role in keeping all documentation and general direction for the project. So Manager role is a key, responsible role in the project management.

### Impacts

Waste of time if the other project members understand and dispense the responsibilities and another general loss of direction in project management.

### Indicators

No work or very little work accomplished, assigned people not performing because of no answerability in absence of the manager.

### Mitigation Strategy

There should be a proxy Manager who is always aware of the work done from the manager point of view, or more than one person as the manager.

### Contingency Plan

Somebody take the responsibility of manager and in a short notice at the cost of his/her work, does the work actually meant for the manager

## Project Risk: Manager’s non-presence

### Risk Magnitude

### Description

### Impacts

### Indicators

### Mitigation Strategy

### Contingency Plan

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