

Risk Management Process

Risk Register format: Table

1. Risk Identification and Analysis

- *Categories (Cat): Technology; People; Project*
- *Likelihood (L): Low/moderate/high*
- *Severity (S): Low/tolerable/serious*

- **Possible risks:**

1. User requirement taking longer than expected to implement in game
(*L:moderate*) (*S:tolerable*) (*Cat:Project*)
2. Project development time underestimated (*L:moderate*) (*S:serious*)
(*Cat:Project*)
3. Multiple files may be mixed up/lost in development process, causing wrong document to be uploaded (*L:moderate*) (*S:serious*) (*Cat:Project*)
4. Software may have a slow performance (*L:low*) (*S:tolerable*) (*Cat:Product*)
5. Last minute iterations to requirements that require design rework (*L:high*)
(*S:tolerable*) (*Cat:Project*)
6. Team member may fall ill and be unavailable for a period of time
(*L:moderate*) (*S:tolerable*) (*Cat:People*)
7. Using time to learn how to utilise game engine, thus less time to code (*L:high*)
(*S:tolerable*) (*Cat:Project*)

2. Risk Planning

- **Mitigation strategy:**

- Internal documentation (logbook, shared file on drive with each member's responsibilities - allows for proper organisation)
- Shared work of coding (3 team members)
- Each member given a specific action to complete, each action is checked and discussed in every meeting to ensure completeness and if required, catching up
- Shared drive and github team account to ensure backup in event of file loss or deletion
- Regular meetings each week to keep up to date (twice per week)

3. Risk Monitoring

- Ownership of each risk according to possible risks described above:
 1. Tom, Harriet, Ereife
 2. All members
 3. Mikaella
 4. Tom, Harriet, Ereife
 5. Dillon
 6. All members
 7. Tom, Harriet, Ereife

Group Number: 4

Group Name: THEEMD

Members: Mikaella Loppnow, Tom Daly,
Harriet Kirby, Ethan Buss, Dillon Pandya,
Ereife Odusi

Risk Register

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
R1	Project	User requirement taking longer than expected to implement in game	Moderate	Tolerable	Coding shared between 3 team members	Tom, Harriet, Ereife
R2	Project	Project development time underestimated	Moderate	Serious	Each member given a specific action to complete; each action is checked and discussed in every meeting to ensure completeness and if required, catching up	All members
R3	Project	Multiple files may be mixed up/lost in development process, causing wrong document to be uploaded	Low	Serious	Shared drive and github team account to ensure backup in event of file loss or deletion	Mikaella
R4	Technology	Software may have a slow performance	Low	Tolerable	Have backup software	Tom, Harriet, Ereife
R5	Project	Last minute iterations to requirements that require design rework	High	Tolerable	Regular meetings each week to keep up to date (twice per week)	Dillon
R6	People	Team member may fall ill and be unavailable for a period of time	Moderate	Tolerable	Internal documentation (logbook) to see what has and needs to be done	All members
R7	Project	Using time to learn how to utilise game engine, thus less time to code	High	Low	Dedicate set time to learning of engine	Tom, Harriet, Ereife