**Attendance system based on face recognition**

**Project risk plan**

Project name: Attendance system based on face recognition

Group number: Group 1

Project Time: 2020.2.28 -2020.5.10

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# 1. The basic situation of the project

|  |  |  |  |
| --- | --- | --- | --- |
| project name | Face recognition attendance system | Item Number | TC130 |
| Producer | Xiao Xiao, Chen Yingzhao | Reviewer | Ma Haifeng |
| project manager | Chen Yingzhao, Bai Chunguang | Production date | 2020/04/03 |

# 2. Project Risk Management Plan

## 2.1 Time risk

### 2.1.1 Time risk description

The phase 1 phase of the platform has a large amount of development work and limited time, which brings a large time risk to project implementation.

1. Probability: Medium;
2. Degree of influence: great;
3. Risk level: medium;
4. Status: OPEN.

### 2.1.2 Time risk response plan

In order to ensure that the platform system can be submitted in the shortest time, agile rapid prototyping and incremental development technology should be adopted from the life cycle, and the existing products and mature technologies should be used for integration as much as possible to gradually realize the platform's functions and services, so that Gradually improved, in order to enable the platform to be put into use as soon as possible, in addition to adopting the above strategy, you should also consult with users to determine the priority of implementing services and functions, develop in accordance with the order of priority from high to low, and gradually complete all services and function.

## 2.2 Demand risk

### 2.2.1 Demand risk description

In order to ensure that the platform system can be submitted in the shortest time, agile rapid prototyping and incremental development technology should be adopted from the life cycle, and the existing products and mature technologies should be used for integration as much as possible to gradually realize the platform's functions and services, so that Gradually improved, in order to enable the platform to be put into use as soon as possible, in addition to adopting the above strategy, you should also consult with users to determine the priority of implementing services and functions, develop in accordance with the order of priority from high to low, and gradually complete all services and function.

1. Probability: Medium;
2. Degree of influence: large;
3. Risk level: high;
4. Status: OPEN.

### 2.2.2 Demand risk response plan

Using incremental development, in the face of continuous changes and specification of requirements, you can incrementally add new functions or modify existing functions as the project continues to develop to meet the changes in needs.

## 2.3 Resource risk

### 2.3.1 Resource risk description

Due to the limited number of developers that can be invested at present, and the new members face the process of familiarization and training, there may be certain resource risks in the implementation of the project

1. Probability: low;
2. Degree of influence: medium;
3. Risk level: high;
4. Status: OPEN.

### 2.3.2 Resource risk response plan

Reasonably allocate the workload of developers, make efficient use of developers who can be invested, strengthen the familiarization training process for each employee, and put them into development work as soon as possible.

## 2.4 Personnel risk

### 2.4.1 Personnel risk description

Backbone adjustment. Due to the shortage of human resources, it is very likely that some key technical personnel will be selected from this project to do other projects, which will inevitably cause changes to the plan. The loss of project members can also cause personnel risks.

### 2.4.2 Personnel risk prevention and corrective measures

(1) Try to avoid over-reliance on key technicians and allocate the center's tasks reasonably.

(2) Do a good job in team building, create a good working environment and atmosphere, and minimize the possibility of personnel loss.

(3) Communicate to see if people who are about to be lost can be left. If they fail, reassign tasks or add new members.

## 2.5 User risk

### 2.5.1 User risk description

The user may not have clarified the requirements, or may change the approval process, which may cause the requirements to change, which may affect the design, and even later changes will have a greater impact. Users cannot provide requirements in a timely manner and discuss the requirements. When Cheng Cheng cannot complete the requirements analysis on time, it affects the design of the entire project.

### 2.5.2 User risk prevention and corrective measures

(1) Do as much demand analysis as possible, the medical history system design is more flexible, and more scalability is considered. Use brainstorm to get more accurate, meticulous and scalable demand.

(2) Communicate in time and maintain a smooth communication channel.

(3) Let the user reply in time and put pressure on it. If the delay is too long, communicate directly with the customer leader. If there is no reply, and the schedule is seriously affected, the plan is revised and the customer is confirmed, and the contract and costs are re-discussed with the user according to the situation.

## 2.6 Management Risk

### 2.6.1 Management risk description

There may be a large deviation in the estimation and control of the project, so that the final overdue or overrun.

### 2.6.2 Risk prevention and corrective measures

(1). Do the evaluation and measurement of the project.

(2). Adjust the plan and organize overtime work if necessary; control expenses and save as much as possible.

## 2.7 Technical risks

### 2.7.1 Technical risk description

What technology does the recognition function adopt and whether it supports the renewal function.

### 2.7.2 Technical risk prevention and corrective measures

(1) This requirement requires technical investigation, so the investigation time should be controlled.

(2) Abandon the new technology and adopt the technology we are already familiar with.