

Risk assessment and mitigation

Group 6 - M6

Members:

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The first crucial part of the risk management process was to identify the key risks of our project. To do so we discussed with all the members of the team and obtained a list of potential threats and opportunities.

We then divided them into 7 different groups: Operations, Schedule, Technology, Information, Security, Quality, Project (based on asana risk categories).

Afterwards we placed all the risks found in a table with 6 headers:

- ID : Identification label given from 'R1, R2, R3, ..., Rn' arbitrarily.
- Type: Name of the group they belong to (Project, Product, Product & Project and Business).
- Description: Description of the risk.
- Likelihood: How likely is the risk to happen in the course of the project. It can have three possible values: Low, Medium, High.
- Severity: How disruptive would the risk be to the project. It can have three possible values: Low, Medium, High.
- Mitigation: How to mitigate the possibility of the risk to happen.
- Owner: Who is the team member responsible for the risk management (asses the likelihood and severity throughout the course of the project). The owner is therefore the person whose area of responsibility comprehends the risk.

Then with the group we discussed the process we would use to monitor the risks: each risk owner was informed of their assigned risks and to update them if needed, and each team member was told to inform the risk managers if any new risk was identified.

Risk register

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
R1	Operations	Licensing mismatch between 3rd party libraries/ assets and the game.	M	M	Licensing of all 3rd party libraries/assets will be carefully checked and documented before they are implemented.	Azib
R2	Technology	External library used is abandoned/ updates and bug fixes stop	L	H	Libraries will be chosen with consideration to how large/ active their communities are and how regularly they are updated.	Adam
R3	Quality	Project inconsistencies	L	H	A detailed set of requirements will be created and discussed with the full team.	Agata
R4	Technology	Game does not work on customers hardware as expected	M	H	The game will be tested on multiple other systems	Sonia
R5	Schedule	Schedule delays	H	L	Weekly check-ins with the full team as well as time buffers in schedule to account for task overflow.	Mir
R6	Schedule/ Planning	Main team member in charge of implementation is unable to keep working on the game	M	H	A secondary team member will be assigned to implementation.	Azib
R7	Operations	Loss of team documents	L	H	All documents will be kept on the cloud (github/google drive)	Whole team
R8	Product & Project	Specifications/requirement changes	M	H	Try to have optimal understanding with the client about the requirements. Fast communication with the team in case of changes to the requirements and updating the risk assessment accordingly.	Agata