**Pro Bookstore Website**

# Project Risk Analysis & Solution

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**RISK ANALYSIS & SOLUTION**

| Rank | Risk | Description | Category | Type | Root Cause | Trigger | Response strategy (Solution) | Probability | Impact | Risk Score | Status | Risk owner |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1  1 | Key member leaving the organization | Losing time due to reassigning tasks, finding replacements. | Organizational risk (Human resources) | N | Lack of motivation or better opportunity from rival company | Lack of motivation and challenges | Increase in team activity, making sure everyone is involved and engaged in the project | Medium | High | 54 | Evaluating tasks assignments on a continuous basis, team members look engaged. | Project Manager |
| 2 | Defective server | Equipment failure might slow down other tasks | Technology (Hardware technology) | N | Defective hard drive | Procurement quality check us missing or not up to the mark | Making sure that the product supplier provides standard good with warranty and other related services | Low | Medium | 12 | Adding a clause during purchase to avoid delay in replacements due to equipment failure | Networking analyst |
| 3 | Uncooperative users | Users’ cooperation is needed to complete the project on time within the allocated budget. | Organizational risk (Human resources) | N | People might resist change | Lack of complete support from management. Importance of change must be explained. | Meeting must be scheduled along with the management to educate the users about the project | High | High | 64 | Users look more cooperative and engaged | Project Manager |
| 4 | Incorrect status updates by the team | Inappropriate reports might cause unnecessary delays; might add to overall costs. | Structure - Process risk (Communications) | P | Communication is not clear | Clear communication procedure was not defined and discussed at the planning stage | Communication process must be clearly defined to avoid any misses | Medium | High | 35 | Communication process looks clear and structured | Project Manager |
| 5 | Reduced consulting costs | Negotiations can be done to reduce the costs of the contractors as they are entitled to full benefits as long as they work on this project | Financial (costs) | P | Good business relationship history. | Lack of proper background check on the contractors before bringing them onboard | History and information about the contractor group must be made known with PM | Low | Low | 6 | Meeting with the contractor to see if the costs can be reduced | Project manager |
| 6 | Delay in testing | Delay in completion of project due to underestimating the time needed for this stage. | Structure - Process risk (Time) | N | Lack of connection of errors during development phase | Poor reporting results in poor quality of the product | Reporting should be done according to the established communication procedures | Medium | High | 48 | Tester will follow the defined procedure regarding testing and reporting | Testing analyst |

N: Negative risk

P: Positive risk