M02 Risk Assessment Document

Team Name: Green

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Risk Identification:

Risks	Description
Cost Risk	Due to the level of the project, simply being a web development-like website, there will likely be no risk of too high a cost.
Schedule Risk	There is a chance that a project will be late due to delays or unexpected problems. This means the project may not finish on time.
Performance Risk	The chance that a project won't meet its goals or work as expected. The results do not meet what was planned.
Operational Risk	The possibility of problems in regular activities, like errors, equipment breakdowns, or just simple staff issues. Which can all cause an effect on the operations and losses.
Technology Risk	The software that is selected to build the website may not perform as expected or may no longer be needed in use.
Communication Risk	Our group has added each other's Discord accounts and phone numbers and meets via Zoom, so therefore there will be little risk of a lack of communication.

Risks	Description
Scope Creep Risk	Allowing this type of risk can lead to the project not being aligned with the initial plan due to new unexpected features or requirements that were not identified in the beginning stages of the project.
Skills Resource Risk	The possibility that a project might lack the right expertise, which could cause delays or low-quality results.

Risk Analysis:

Risk	Probability	Effect
Unable to Deliver on Time **(Schedule Risk)**	Low: The due date is clear, and we have multiple weekly meetings. We also communicate outside of our meetings.	Catastrophic: If we are late, then we will all fail the project and class.
Project Idea Changes **(Scope Creep Risk)**	Low: We are set on our idea. We have weighed our options on different project ideas.	Serious: Switching our project would reset us back to the start.
Cloud Software Failure **(Technology Risk)**	Low: Google Drive and Github should be secure.	Tolerable: Even if Google Drive or Github has issue's we have the files saved on our personal devices.
Team Members Not Available **(Communication Risk)**	Low: We have added each other's Discord accounts and phone numbers and meet via Zoom..	Tolerable: We have enough team members to accommodate a team member not being available.

Lack of Expertise **(Skills Resource Risk)**	Medium: Our group has discussed our skills assessment in the early stages to ensure all necessary expertise is available. In addition, we plan on establishing clear roles and responsibilities for each group member.	Serious: A lack of necessary skills could delay the project, especially since we have to complete it in a short timespan.
Debugging Isn't Completed **(Operational Risk)**	Medium: We will be testing our website as we change it and add new features. This will make bugs easier to find if they do happen.	Serious: A bug can prevent our website from functioning properly; if our website doesn't function, then we will have nothing to present.
Poor Performance **(Performance Risk)**	Medium: Early performance testing will be conducted using loaded tools to help optimize the system to where it is scale effectively	Serious: Performance issues can lead to a poor user experience, as it could impact our grades due to the lack of performance on the website.
Budget Expenses **(Cost Risk)**	Medium: To minimize cost risk, our group will create a budget forecast to ensure that expenses are tracked accurately.	Serious: Exceeding our budget plan could force delays or force our group to scale back features, resulting in a less functional product.

Risk Planning:

Cost Risk: Accurate cost estimation and an extra budget for unforeseen expenses are two ways to reduce it happening. Regularly check spending and make any plan adjustments. Review risks frequently to keep on course, share risk with partners, and use value analysis to cut expenses.

Schedule Risk: Creating a realistic timeframe and allowing extra time for potential delays is the first step in managing the risk. Find any delays early and make any

adjustments to plans; check progress frequently. Prioritize your work, make wise use of your resources, and have backup plans in case you get behind. Being flexible and communicating well will help the project stay on track.

Performance Risk: Have clear goals and objectives right away to reduce the risk. To guarantee quality and spot problems early, check progress frequently. A team should have the necessary resources and expertise. If issues come up, be prepared to modify plans to keep things moving forward.

Operational Risk: Set clear roles and responsibilities for everyone involved in the project in order to minimize the risk. Maintain organization and keep a close eye on your project. Confirm that all materials, tools, and resources are on hand, prepared, and ready to use when needed. To keep the project on time, deal with problems as soon as they appear, and adjust what is necessary.

Technology Risk: Make sure your systems/tools are current and reliable in order to lower any threat that can be caused by technology. Provide training so everyone is able to use the technology correctly, and have backup plans in case something goes wrong.

Communication Risk: Set straightforward rules for sharing information and speak simply to reduce the possibility of misunderstandings. Ensure that everyone is aware of whom to contact and to get updates on time. To make sure everyone is understanding what's going on, check in frequently.

Scope Creep Risk: Make sure the project's goals and tasks are specified in detail at the beginning in order to reduce the danger of the risk. Watch changes and only allow new tasks when necessary. Stay focused on what was planned first and avoid adding more work. Review the project regularly.

Skills Resource Risk: Recognizing the skill gaps among group members enables us to assign tasks to those with the right expertise and seek external help if necessary.