



**B L U G O O**

Better Code, More Goo

**Risks Document**

1-23-09

Team Email:

blugoo@lists.csc.calpoly.edu

Team Wiki:

<http://wiki.csc.calpoly.edu/blugoo>

Lead:

Viktor Gerdin

Members:

Katherine Blizzard

Nathaniel Welch

Paul Phu

Michael Quan

Hemyn Mendez

Kalvin Vu

*risk:  
lack of process (defined)  
lack of defined mitigation plans*

*may I see your  
basic work breakdown  
structure and attend a  
regular team meeting?*



## RISK ID 001

Date Opened: January 19, 2009

Date Closed: N/A

Description: Inadequate communication with the customer leads to a change in requirements late in development.

Probability: Low risk. The customer is aware of her role and responsibility during development.

Impact: The later the change in requirements is made the more of an impact it will have. The cost of post-delivery maintenance will be much more significant than the cost of making the changes during development.

Exposure: Because of the relatively low complexity of the project, it is unlikely that a major feature will be missed during the requirements phase. — ☺ think again.

Mitigation plan: Extra care should be taken with the customer in order to avoid any requirements miscommunications. A small sub-team can be created to deal with integrating a possible change into current designs.

Owner: Michael Quan

Date Due: N/A

create feature for update assign time at weekly meeting (use-cases?)

## RISK ID 002

Date Opened: January 19, 2009

Date Closed: N/A

Description: A missed team meeting causes a team member to fall behind due to lack of communication.

Probability: Medium risk. School and work play a large role in keeping team members from attending meetings.

Impact: Development time is increased if the team is dependent on the missing work.

Exposure: Time is an important factor due to the school's quarter system.

Mitigation plan: An email or note can be sent to the mailing address summarizing each meeting.

Owner: Nat Welch

Date Due: January 26, 2009

Should only be done as a medical excuse if scheduled during lab time?

Probably a better plan called for



## RISK ID 003

Date Opened: January 19, 2009

Date Closed: N/A

customer stops coming?

Description: The customer becomes unavailable due to unforeseen circumstances.

Probability: Low. Because the customer is also student, it is unlikely that she will need to leave.

Impact: Because the customer has a vital role in the requirements phase, the project would be unable to continue.

Exposure: A missing customer would result in disaster despite how unlikely it might happen.

Mitigation plan: Setup a representative of the customer who shares the same business interests. A user of the grader tool (such as a professor) would be most suitable.

Owner: Michael Quan

Date Due: January 26, 2009

this is already called for in your use-cases — who are your stakeholders?

They must be involved to some degree

## RISK ID 004

Date Opened: January 19, 2009

Date Closed: N/A

Description: A computer crash results in important project data and documents to be destroyed.

Probability: Low. Documents are transferred among team members for editing. It is unlikely that all duplicate data will be destroyed.

Impact: Lost data would be a major setback for the project. Time would need to be devoted towards recovery as well as progress to avoid missing deadlines.

Exposure: It is most likely that only some data will be lost. In that case, duplicate (but perhaps incomplete) data can be used for reconstruction.

Mitigation plan: Continually create both personal and communal backups. Form a sub-team to handle reconstruction if data is lost.

Owner: Nat Welch

Date Due: N/A

 Needs to be more descriptive and definite. Are your records (docs) on Vogen? (use of wiki?)  
 Very low risk (lots of backups?)



## RISK ID 005

Date Opened: January 19, 2009

Date Closed: N/A

Description: The team leader is deported back to Sweden resulting in team **disorganization** and chaos.

Probability: Low. There are no wars or general social unrest concerning Swedish citizens.

Impact: Without a leader, the team may become disorganized and miss important deadlines.

Exposure: Despite how unlikely the situation is, a missing team leader would also deprive the team of valuable manpower. While it is possible for the team to carry on, each member would have to put in more work.

Mitigation plan: A democratic election can be held to promote an existing team member. There must be bureaucratic transparency so that the new team leader can pick up where things were left off.

Owner: Calvin Vu

Date Due: N/A



## RISK ID 006

Date Opened: January 21, 2009

Date Closed: N/A

Description: A team member becomes permanently unavailable; by choice or otherwise.

Probability: Medium. Though most of the team members will commit to two quarters of Software Engineering, it may be the case that some will chose to take only one.

Impact: Without a full team, the remaining members would have more work.

Exposure: Loss in manpower would result in a loss in team efficiency and may leave projects, which had been assigned to the now missing team member, unfinished. All of this could result in missed deadlines.

Mitigation plan: Have each team member document any projects they had been assigned. We would then either look for a new team member to fill the position or divide the work amongst the remaining team members.

Owner: Victor Gerdin

Date Due: N/A

Make sure all have some knowledge of  
the different team roles ---



RISK ID 007

Date Opened: January 22, 2009

Date Closed: N/A

Description: A new team member must be added (or switched with an existing member) due to varying circumstances.

Probability: Medium. Another student may need to switch teams, as warned by the professor.

Impact: A new member may throw off coordination, and a lost member may cause confusion.

Exposure: Depending on how the team works with the new member, the situation could be positive or negative.

Mitigation plan: Have each team member document any projects they had been assigned. Choose what the new member should focus on and pair him/her with a member working on something similar as a "mentor".

Owner: Victor Gerdin

Date Due: N/A

Similar to "pair programming" sharing of expertise

what  
need  
idea