

Group Assignment: Software Project Management - Risk Identification & Mitigation

Assignment Title: Software Project Risk Identification & Mitigation

Total Marks: 100 – Accounts to 10% of the Total Coursework

Submission Deadline: Friday 11 April 2025

Group Project – maximum of 5 Students. You can keep the same group as per semester 1.

Objective

The purpose of this assignment is to develop a **Software Project Management Plan** that includes **risk identification, analysis, and mitigation strategies**. You will apply risk management techniques to ensure the successful planning and execution of a software project.

Scenario

You have been appointed as the **Software Project Manager** for a new system (you can pick the same system which was assigned to you in semester 1). The system must meet **functional and non-functional requirements** while managing potential risks during development and deployment.

As part of project planning, you need to create a **Risk Management Plan** that identifies, assesses, and mitigates potential risks that may arise in the project lifecycle.

Assignment Tasks

1. Software Project Management Plan Overview

- Define the **scope** of the project, including the key system and subsystem
- Outline the **project timeline** using phases
- Identify the **key stakeholders**
- Describe the **project objectives** and expected outcomes.

2. Risk Identification

- Identify at least **10 potential risks** that may impact the project.
- Categorize each risk into **Technical, Operational, Security, Financial, or Legal** categories.

- Assess the **Likelihood (High, Medium, Low)** and **Impact (High, Medium, Low)** of each risk.

3. Risk Analysis & Prioritization

- Select the **top 5 most critical risks** from the list above.
- Justify why these risks are critical and how they could affect the project.
- Explain how risk prioritization can help in **resource allocation and decision-making**.

4. Risk Mitigation Strategies

- Develop a mitigation plan for each of the **10 identified risks**.
- Propose a mitigation strategy and describe how it will be implemented.

5. Risk Monitoring & Review Plan

- Propose a plan for **tracking risks throughout the project lifecycle**.
- Define:
 - **Risk monitoring frequency** (e.g., weekly, bi-weekly).
 - **Who is responsible** for risk assessment?
 - **How risks will be reported and managed?**
 - **Contingency plans** in case risks become critical.

6. Bonus (Optional)

- Suggest additional **risk mitigation techniques** beyond those covered in the previous sections.
- Discuss how **risk management tools** can improve project decision-making.

7. Structure of Report/Clarity/References

Formatting & Submission Guidelines

- Submit in **PDF and DOCX format**.
- Use **Times New Roman (12 pt), 1.5 line spacing**.
- Include all the group members info (**name, student ID**) on the first page.
- Nominate one member of the group to submit the softcopy in Google classroom.
- Maximum of 25 pages including references
- A hard copy should also be submitted.
- Turnitin Similarity Index – 20 to 25 %

Assessment Criteria

Criteria	Marks
Software Project Management Plan	10
Risk Identification	20
Risk Analysis & Prioritization	15
Risk Mitigation Strategies	20
Risk Monitoring & Review Plan	15
Bonus (Optional)	15
Structure of report/clarify/references	5
Total	100