



Pineapple

Risk Register

Created: 17th March 2017
Sponsor: Ali Yavari/Reza Soltanpoor
Number: 002
Author: Josh Gerlach
Commercial-in-Confidence

Changelog

Date	Version	Description	Author
17th March 2017	1.0	Created Document. Finished first draft to be sent to supervisor	Josh Gerlach
14th June 2017	1.1	Added Changelog and document information	Josh Gerlach

RISK REGISTER

Project : SticksAndStocks - Pineapple

Project No: 001

As At: 17/03/2017

No	Description	Impact	L'hood	Owner	Mitigation Strategies	Contingency Plan
1	Project runs over time	M-H	M	Stakeholders	Taking into account Student Syndrome, we have tried to put slightly tighter time restrictions on tasks. Also weekly meetings with Customer will help keep timelines in check.	Break down the roadblock/overrun task into smaller tasks and divide amongst development team. Also weekly meetings with Customer means that changes can be integrated into the project smoother.
2	Key staff resources are unavailable for scheduling	M-H	M	Development Team (SticksAndStocks)	Frequent meetings with Customer and internal meetings with development staff reduce chance of key staff being unexpectedly unavailable. Good communication is a key factor to reduce sudden schedule problems.	Sudden schedule problems will need to be dealt with on a case by case basis. Whether that is making informed assumptions or workarounds. Frequent meetings will help to reduce the need for drastic measures to be taken in the event that a key staff member is unavailable, and for their work to be divided appropriately prior to issue.
3	Database does not capture required data	M	M	Development Team (SticksAndStocks)	SticksAndStocks must ask appropriate and informative questions about what is needed to be captured. Otherwise informed assumptions with the Customers input will be made. Research is also a major part of making sure that we capture all the data that might be needed to accommodate changes if needed.	Using a framework such as Laravel helps reduce the complexity of updating a database schema, so it helps make changes to database requirements easier.
4	Insufficient internal staff skills	M-H	L	Development Team (SticksAndStocks)	The use of the SCRUM methodology means having daily standups. This will help if any team member is not skilled up in any area, they can bring it up as early as possible and let the team find resources to be skilled up.	Skill must be obtained as quickly as possible. Ask for help as soon as a foreseeable skill set roadblock might be a problem and work it out as a team.

					SticksAndStocks is aware of staff training and skill sets so we should not commit to something that is not achievable in a reasonable amount of time, that also includes training.	
5	Backend failures from improper development	H	M-H	Development Team (SticksAndStocks)	Complete and proper testing of all backend code will help reduce the probability of Medium to High backend failures. Good code conduct and comments will also help reduce the chance of failure, and speed up the bug fixing process if a failure does occur.	If a bug does cause a significant failure, the source code and unit tests are to be reviewed by the individual responsible for it and another member of the development team to make sure that the bug is found, fixed and any necessary changes to the development/testing phases are implemented to curb future failures.
6	UI requirements change	L-M	H	Customer and SticksAndStocks	Using MVC model helps to reduce the stress on some UI changes. Depending on the magnitude of the change, MVC should help break up the source code dependencies from backend to front end. Communication in the form of meetings both internal and with the Customer will help make iterative changes instead of big changes that would be more difficult to implement.	Major changes to the UI could result in needing to scrap large parts of the UI and redoing them. Every member of SticksAndStocks has extensive knowledge of HTML/CSS and Javascript, so we can pull more resources into the redesign if required.
7	Customer runs out of funds for project	L	H	Customer	Customer has a reputable reputation in the investment field, and money has been put aside for project. Progress payments are made after each major milestone has been reached and signed off. This will help reduce impact to SticksAndStocks though not missing any project payment and helps the Customer budget for the project as a payments are spread out.	Immediate meeting is to be held with the Customer to discuss the impact and reasons for lack of funds. If deemed necessary, project is to be put on hold or cancelled.
8	Customer abandons project	L	M	Customer	Progress payments help keep the Customer with an invested interest in the project, it also means that SticksAndStocks has received payment for work already achieved.	SticksAndStocks will shelf the project, any further interactions between Customer and SticksAndStocks will have to be tightly negotiated with possibility of no further work being considered.
9	Sudden loss or corruption of project source files	L	M-H	Development Team	Every team member has a local working copy of the project files. Also	Stop all progress work on project. Check Git for latest commit files, check

				(SticksAndSt ocks)	the use of Git and good commit practices enables us to go back to a working state at anytime if the data becomes corrupt/missing. Use of Laptops with battery backup and use of Generators on desktops to catch power failures.	other team members local files for missing and/or corrupt files. Then get every team member synced with the same files before more work is to be done.
10	Scrum Master falls ill	M	L	Development Team (SticksAndSt ocks)	Ensure all development team members are up to date with the SCRUM methodology and implementation being used for project.	If SCRUM Master falls ill and is unable to complete his duties, then development team takes direction from Team Leader as well as complete team input to complete the SCRUM Master roles and responsibilities.

Impact = Impact on the Business or project in the event the risk is realized
L'hood = Likelihood of risk being realized