|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Date raised** | **Risk description** | **Likelihood of the risk occurring** | **Impact if the risk occurs** | **Severity** *Rating based on impact & likelihood.* | **Owner** *Person who will manage the risk.* | **Mitigating action** *Actions to mitigate the risk e.g. reduce the likelihood.* | **Status** | **Useful resources** |
| 1 | [03-06-2021] | Project purpose and need is not well-defined. | Medium | High | High | Project Sponsor | Complete a business case if not already provided and ensure purpose is well defined on Project Charter and PID. | Open | [**https://www.stakeholdermap.com/project-templates/business-case-template.html**](https://www.stakeholdermap.com/project-templates/business-case-template.html) |
| 2 | [10-27-2021] | Issue of incorrect password | Low | Medium | Medium | Users | Restart the computer and press Ctrl+Alt and press Del twice to display a new login interface. Enter Administrator in the user name and leave the password empty. Press Enter to log in. Open control Panel select/User Account/Change account/click the original "Account name"/Change my password/Enter the new password, enter the new password again, then click "Change password" button (do not set the password blank). | Open |  |
| 3 | [10-27-2021] | As more companies embrace cloud-first or cloud-only strategies, data becomes more dispersed and vulnerable to cyber threats. | Medium | High | High | Companies | Identify potential points of vulnerability | Open |  |
| 4 | [10-27-2021] | Personnel in the company is weak | Low | Low | Low | User manager | Personnel manager will seriously make division of the labour and maintain the strict working order. | Open |  |
| 5 | [10-27-2021] | Testing reveals a lot of defects | Low | High | Medium | Project planner | Repeat the test to find bugs , then fix bugs or improve the test. | Open |  |
| 6 | [10-27-2021] | Inadequate research-oriented development | High | High | High | Researcher | To integrate all kinds of beneficial resources and replan the route systematically and scientifically. | Open |  |
| 7 | [10-27-2021] | Design is not robust | Low | Medium | Medium | UX designers | Reduce the scope of projects by removing non-essential requirements. | Open |  |

**Note: please make sure you fill all information related to your project below and convert everything to Wiki page (GitHub)**

Table 1: Risk register Sample

Reference: Excelonist (n.d.) *PM template*. htttp://www.Excelonist.com.