

## Risk Table

Possible Risk	Probability	Impact	Mitigation, avoidance, contingency plan
The time required to develop the software is underestimated. (12)	High	Critical	Contingency plan
The size of the software is underestimated. (14)	High	Catastrophic	Avoidance strategy
It is impossible to recruit staff with the skills required. (3)	High	Critical	Contingency plan
Organizational financial problems force reductions in the project budget. (7)	High	Marginal	Contingency plan
Required training for staff is not available. (5)	Low	Critical	Contingency plan
Software tools cannot work together in an integrated way. (9)	Moderate	Catastrophic	Avoidance strategy

### Risk Table Details:

#### Avoidance Strategies

- Risk (14) The size of the software is underestimated:** This will be avoided by ensuring the scalability of the system's database. The scalability will be adjusted based on each specific educational institution's student body size and the expected size increase of the student body within the time period of the institution's subscription<sup>1</sup> to our system.
- Risk (9) Software tools cannot work together in an integrated way:** This possible risk existed when the team was figuring out how to manage databases. The initial plan was to create two separate systems: a web page for the study buddy system as well as a stand-alone system, a data structure that represents the functioning of the database. These two systems, however, would be separate and would function in an unconnected manner, creating an incomplete system. Therefore, this plan was avoided by the team by researching building databases as well as connecting the front- and back-end of our web page which is the system we currently have.

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<sup>1</sup> The Study Buddy system would be monetized through subscription plans where educational institutions subscribe to use our system for their institution over semesterly periods.

## Contingency Plans

- **Risk (12) The time required to develop the software is underestimated:** As this is a point that affects a large scope of activities, especially in terms of implementation and testing of our system, the following point will be a general contingency plan strategy. The strategy of our team is that for each individual circumstance where we are faced with a time constraint that requires us to find faster ways to get a certain task done, we have a team meeting to brainstorm alternative plans. We then set a time limit of around three to four days to trial, in parallel, the different ideas we've thought of. Whichever ideas failed within that time limit we assess whether the idea is still worth trialing (possible gain in relation to alternative options). Otherwise we move forth with the ideas that have succeeded.
- **Risk (3) It is impossible to recruit staff with the skills required & Risk (5) Required training for staff is not available:** Training of current team members or recruiting external members may be required for database implementation, back- and front-end web system connection, and for future expansion of system features in areas where the team's skill is limited. The contingency plan is to implement main promised functionalities in the system and consider expansion when the team's resources have increased, as well as to learn the use of database systems to the best of the team's ability and knowledge within the project's time limit.
- **Risk (7) Organizational financial problems force reductions in the project budget:** Financing for the project would be required for aspects such as:
  - a) web hosting
  - b) outsourced security testing
  - c) training team members on use of databases
  - d) marketing the product (the study buddy system) to educational institutions.
  - **The contingency plans for these risks are:**
    - a) Host for free on GitHub to also allow for customized domain name (keeping in mind it will not be private hosting for now)
    - b) The system currently includes monitoring of access control management through use of Multi Factor Authentication. For other security aspects, outsourcing security testing will protect the team from later catastrophic consequences of security breaches, therefore, in-pocket investment will be made by the team members to outsource security testing.
    - c) The team members will make use of the sea of available information on the internet to build and maintain databases.
    - d) The team will find creative ways to market our product (the study buddy system) without the need of financing through using our skills and our connections with people with skills of graphic design, video production, and marketing strategies and psychology to virtually advertise our product to educational institutions.