RISK REGISTER

Project :   MatchMe
Project No: Suggested Project 2
As At: 28/05/2017

No	Description	Impact	L'hood	Owner	Mitigation Strategies	Contingency Plan
1	Members lack knowledge of Git, Ruby on Rails, MVC, testing, and other web development concepts.	H	H	Hao Li Haotian Xu Xieyang Wu Jasmine Ellis	Risk cannot be prevented from happening. Instead we discussed a research plan so that some members could catch up and begin contributing as soon as possible.	More knowledgeable team members must be available for guidance. Pair programming sessions scheduled as needed. Relevant tutorials, books, and other forms of learning material are forwarded to members lacking knowledge. Members lacking knowledge given an easier task load to allow for time to research. A "Useful Resources" list is made on Trello.
2	Main source code becomes corrupted	M	L	Jasmine Ellis Hao Li Haotian Xu Xieyang Wu	Multiple versions of source code is backed up on both Cloud9 and Git. Source code is committed and push to Git anytime changes are made. When making changes, group members will use branches to avoid problems with merge conflicts.	Using git, revert back to a previous, uncorrupted commit. Ensure everyone does this so that no one re-introduces the problem at a later point.
3	Scope creep causes delay in completion of priority functions	H	L	Jasmine Ellis Hao Li	Clearly define what is in and out of scope. Make a list of things that are out of scope on Trello and Project Charter. Ensure everyone understands what is and isn't a priority. If anyone wants to add anything that is not in scope, they must discuss it with the group first.	Tasks undertaken that fall out of scope are carefully assessed by the group to ensure they will not cause problems with time constraint. If they can completed on time without delaying priority tasks, they can be added to the scope of the project. Otherwise, they must be set aside. Group members who undertake out of scope tasks are to be reminded of what is and isn't within scope.
4	Departure of a group member	H	L	Jasmine Ellis Hao Li Haotian Xu Xieyang Wu	Risk cannot be prevented. Members are advised to give as much notice as possible before leaving. Group members must keep up with how the application works and understand the tasks at hand so that the departure of a group member does not lead to the impossibility of completing the application.	Workload will be redistributed among remaining group members. If possible, departing group member must bring other group members up to speed on any required information about tasks they have completed, as well as those they have been assigned to but are unable to complete. Required tutorials and reading material, if needed to complete tasks, must be given from departing group member to those that are taking up to their task.

						If departing group member is unable to do this, it is up to the group members to look over meeting minutes, trello, and other documents to understand what needs to be done, and assess who should take up which tasks.

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