



Sangeet Das <sangeet19@gmail.com>

Risk

1 message

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To: Sangeet Das <sangeet19@gmail.com>

Excellent 👍 — you’re essentially asking for a Risk & Productivity Log Table that can be used daily to monitor team performance, flag delivery risks early, and track productivity deviations for your Mobile Satisfaction Score Revamp project.

We’ll structure it as a Risk Register + Productivity Tracker hybrid that covers all 9 key resources:

- 1 Android Developer
- 1 iOS Developer
- 1 React Developer
- 2 Java Backend Developers
- 2 QA Testers
- 1 Android New Joiner
- 1 React Deep Link Developer
- 1 Content Developer



Risk & Daily Productivity Tracking Table (Template)

ID	Date	Resource Name / Role	Planned Tasks / Deliverables	Actual Progress / Output	% Productivity (vs Plan)	Impediments / Risks Identified	Risk Category	Severity (L/M/H)	Mitigation / Action Plan	Owner	Status
1	13-Oct-2025	Android Developer	Review SDK architecture, setup dev environment	Completed	100%	None	-	-	Continue next module	PM	Closed
2	13-Oct-2025	iOS Developer	Setup Xcode project, link SDK	Completed	100%	None	-	-	Proceed to popup revamp task	PM	Closed
3	13-Oct-2025	Java Backend Dev 1	Update feedback API swagger	In Progress	80%	API dependency from UI team	Dependency	M	Align in daily sync; mock response	Tech Lead	Open
4	13-Oct-2025	React Developer	Prepare analytics tagging spec for web	Completed	100%	None	-	-	Submit for review	PM	Closed

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5	14-Oct-2025	QA Tester 1	SIT test case design	In Progress	90%	Missing logout flow scenarios	Functional	L	Add logout test cases by 15th	QA Lead	Open
6	15-Oct-2025	Android New Joiner	Review onboarding docs & SDK guidelines	Completed	100%	Ramp-up phase	Resource	L	Assign minor bug fix tasks from 17th	Android Lead	Closed
7	16-Oct-2025	Java Backend Dev 2	Implement DB migration script	Delayed	50%	DB env access issue	Environment	H	Escalate to DevOps; target 18th	PM	Open
8	17-Oct-2025	React Deep Link Dev	Review deep link handling for feedback popup	In Progress	75%	Awaiting API confirmation	Dependency	M	Backend to finalize payload by 18th	Tech Lead	Open
9	18-Oct-2025	Content Developer	Update UX text & feedback copy for 7 journeys	Completed	100%	None	-	-	Push updated JSONs to repo	PM	Closed
10	18-Oct-2025	QA Tester 2	Prepare regression suite for mobile	In Progress	85%						

**Column****Description**

**Planned Tasks / Deliverables** What was expected for that day (specific measurable output).

**Actual Progress / Output** What was actually achieved by end of day.

**% Productivity** Ratio of achieved vs. planned work (for tracking daily efficiency).

**Impediments / Risks** Any blockers, issues, or potential delivery risks.

**Risk Category** Resource, Technical, Environment, Dependency, Schedule, etc.

**Severity** Low / Medium / High (based on delivery impact).

**Mitigation / Action Plan** Concrete action(s) to reduce risk or resolve issue.

**Owner** Person responsible for mitigating that risk.

Column	Description
Status	Current state – Open, Mitigated, Closed.