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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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>** |
| 2 | [28-10-2021] | Design is not robust | Low | Medium | High | UX designers | Reduce the scope of projects by removing non-essential requirements. | open |  |
| 3. | [28-10-2021] | Issue of incorrect password | Low | Low | Medium | User | Users can retrieve the password via their mobile phone number or email address. | open |  |
| 4 | [28-10-2021] | 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 | [28-10-2021] | Inadequate research-oriented development | High | High | High | Researcher | To integrate all kinds of beneficial resources and replan the route systematically and scientifically. | open |  |
| 6 | [28-10-2021] | Testing reveals a lot of defects | Low | High | Medium | Project planner | Repeat the test to find bugs, then fix the bugs or improve the test. | 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.