Risk Assessment and Mitigation

Cohort 1, Group 5
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Group Members:
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The risk management process our group followed is a 4 step process of identifying risks, performing a risk analysis by subjectively deciding the likelihood and severity of the risks, planning for those identified risks by suggesting ways to mitigate and prevent those risks, and monitoring the risks by assigning members to help plan for the risks [1]. We have chosen this system as we feel it best helps with reducing the likelihood of possible risks we may face and makes sure those risks are dealt with. We randomly distributed the risks to a person to whom the risk was relevant, making them the owner of the risk. This makes sure no one would be overwhelmed with managing risks leaving them unable to do other tasks; it also ensures the risk owner is knowledgeable about the risk in question.

Our risk register displays a unique ID for each risk which enables us to quickly reference it, a short description of each risk, type, severity and likelihood (using letters L, M and H for Low, Medium and High, mitigation and the member that will monitor the risk. The risks are grouped by type (Estimation, organisation, people, etc…). This format displays all the necessary information for each risk and in a clear way.

Risk ID	Description	Risk Type	Severity	Likelihood	Mitigation	Owner
R1	The time required for a stage in the software engineering process is underestimated.	Estimation	M	M	Give more time for each stage than we think we'll need. Consider a reduction in the project scope, whilst still trying to deliver for the customer.	Zayed Iqbal
R2	The university IT systems suffer a failure.	Organisational	L	L	Work from home.	Jamie Creed
R3	Someone becomes temporarily unavailable due to illness, personal circumstances, etc	People	M	M	Discuss work on a regular basis so that everyone understands each section’s progress. Therefore, if needed, other team members can complete someone’s work for the week.	Sophia Taylor
R4	Someone becomes permanently unavailable (e.g. they drop out of the	People	H	L	Ensure that more than one person is familiar with each	Sophia Taylor

	course)				aspect of the project.	
R5	Team members do not have the required skills for a certain task.	People	H	M	Make sure there at least one person who has the skills is contactable. Allow for time to learn new skills.	Lucy Wood
R6	Team members do not get along.	People	L	L	Team building, and regular checkups.	Zayed Iqbal
R7	The requirements change during the development of the software.	Requirements	H	H	Prepare for this by thinking of requirements that may be added or changed and how we may implement them. Follow agile principles.	Jamie Creed
R8	The chosen game engine is difficult to learn.	Technology	M	M	Carefully select a suitable game engine. Allow for extra time to learn how to use the game engine.	Archie Adams
R9	The chosen game engine does not support a required feature.	Technology	H	L	Carefully select a suitable game engine. Search for a way round the problem or a third party library.	Mitchell Gilbert
R10	The chosen IDE is difficult to work with.	Tools	M	L	Carefully select a suitable IDE, and allow time to learn it.	Mitchell Gilbert
R11	Person's work is corrupted or lost.	Tools	H	L	Ensure work is backed up and uploaded to group repositories.	Lucy Wood
R12	A team member does not perform their allocated task(s).	People	M	L	Discuss progress on a regular basis: if someone is underperforming, it can be brought to attention and the team member can be offered assistance, or have some of their work assigned to others.	Jamie Creed