CSC3003S Capstone Project — Stage One

Risk [30 Marks]

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| Project Abbrev & Name | PTJP, Public Transport Journey Planner | Client/Supervisor + email | Jan Buys, jan.buys@uct.ac.za |
| Date | 2022/08/01 | Tutor + email | Jane Imrie, IMRJAN001@myuct.ac.za |
| Team Members | Zenan Shang, SHNZEN001 | Erin Heath, HTHERI001 | Ben Brent, BRNBEN005 |

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| **Risk Condition [1]** | **Consequence [1]** | **Cat** | **Prob [½]** | **Impact [½]** | **Mitigation [1]** | **Monitoring [1]** | **Management [1]** |
| Unable to complete certain tasks due to insufficient skills and knowledge | Delay the project completion and a rework of the whole program scope. |  | 5/10 | 9/10 | Using the agile method to complete tasks. This method will allow us to be able to see problems earlier and adapt to them faster | Communicate with team members and separate work such that everyone is doing at something they are good at | We will have a meeting discussing about the scope of the project. Let the client know about the problem and tell them about the new possible scopes we came up with. |
| Underestimating the amount of time needed to complete a certain task | Delay the program completion and affecting all teammate’s progress because they need you to complete the task before the next task |  | 7/10 | 7/10 | Using the agile method to complete small tasks. Having a weekly meeting to discuss and view the progress of the tasks and spot uncompleted tasks. | Using Gitlab so that team members can see everyone’s progress. Having weekly meetings will ensure that everyone is acknowledge of everyone’s progress. | We will inform the client about the delay; the team members will help each other with the problem to minimise the delay time. Allocate less work to the delayed teammate to give him/her time to catch up |
| Availability of the team members. | More time and effort will be needed to complete the tasks for the other team members. |  | 3/10 | 8/10 | Creating a group chat to keep everyone updated with their availability. Having a fixed weekly meeting to assign and remind team members to complete their tasks. | WhatsApp group chat is good for keeping team members updated, so if one is sick or away, they can inform the group through WhatsApp messaging. | The other team members will first complete their task and then try to help the away teammate with his/her work. |
| A computer malfunction causing unexpected losses | This will result in unsaved work being lost, which will delay the project completion. |  | 2/10 | 6/10 | Save work frequently and backup the project progress. OneDrive can be used for back up the program and Gitlab can be used to share the program among the group members. | Maintain the computer in good condition, download a good anti-virus to prevent a virus attack. | Inform the teammates, use UCT PC to continue with the work. If possible, find a new laptop. |
| Load shedding can cause decrease in productivity and losing our unsaved work | This will temporarily cause us to not have access to internet. Desktops won’t be able to function. |  | 8/10 | 8/10 | Save work frequently so that load shedding won’t make us loss our unsaved work. | Know when we will get load shedding and schedule our time such that load shedding won’t affect our progress | During load shedding, we could work on part of the program that we know how to code (no need for google). Or we go to a UCT venue that have a generator and WIFI is on. |
| Unable to communicate with the client |  |  |  |  |  |  |  |

### Instructions

1. Complete the table with realistic risks to get marks.
2. You need at least 5 risks, you may have more.
3. Remove these instructions from your submission on Vula.

### Follow-up

1. Bring this document to your next meeting with your client (or email it beforehand) and ask if it adequately accounts for possible issues.
2. Resolve and note the solutions to any issues.