Risk Assessment

Team 8
OctaGame

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Risk Management Process:

- Describe and justify the risk management process followed by your team and the format of your team's risk register

Our risk management process focused on an exhaustive brainstorming session. We dedicated two meetings brainstorming on conceivable risks, mitigation strategies, and allocating risk responsibility. In the second meeting, we focused on streamlining these possible risks, categorising them based on impact and possibility. Eventually, it was summarised into a tangible list with responsibilities allocated.

Our approach followed the process of Identification, Analysis, Planning, and Monitoring. The two initial meetings addressed the first three steps. However, monitoring involved continuous effort and intentional scheduling. We allocated a segment of our weekly meetings for a risk callout session, where risk owners provided feedback, ensured accountability and applied mitigation techniques when necessary.

The format of the risk register is a table comprising 7 columns:

1. ID
2. Type
3. Description
4. Likelihood
5. Severity
6. Mitigation
7. Owner

Likelihood involved assessing the feasibility of a risk actually happening. Then severity was the possible impact of this risk, this influenced how we would deal with or mitigate this risk. Relaying back to our meetings, we allocated ownership based on individual preferences, strengths , as well as the segment that each individual was involved in. This was included so we could have an individual actively thinking about each risk, and utilising mitigation techniques if needed. Our process involved collaboration,continuous monitoring and a structured format via the register.

Risk Assessment Table:

- Give a systematic tabular presentation of risks (risk register) to the project, their likelihood, impact, mitigation and ownership:

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
R1	Project	Inactive or unavailable group members: This could happen if other members become	MEDIUM	MEDIUM	Constant communication. Equitable distribution of workload to avoid reliance on a particular person. Active involvement from all	Harrison

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
		preoccupied with other modules,become ill ,or stop participating in group discussions.			individuals in all aspects of the project.	
R2	Project	Poor Communication Channels/Lack of communication in different segments of the process.	MEDIUM	HIGH	Having an agenda during our weekly meetings.During meetings, we use a board or projector to provide a visual representation of what we're doing. This can help relay to other members of the group the tasks that need to be done… Before the end of our weekly meetings, the owner makes an announcement on critical tasks and their timelines	Harrison
R3	Product	Poor code quality	MEDIUM	HIGH	Active involvement of all group members in the implementation process. Not relying solely on primary developers. Other group members other than developers choosing and reviewing aspects of implementation such as unit tests, game engine etc	Nathan
R4	Product and Project	Scope Creeps: For this certain project, we already have constraints and a group but there is a huge amount of creative freedom and this could lead to an unconscious increase in project tasks and objectives	MEDIUM	HIGH	Clear SSON. Redefining and readjusting tasks and objectives in line with our SSON. Prioritising features and functionality over perfection. Regular communication with stakeholder	Lisandro

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
R5	Product and project	Poor risk management: This can be classified as a risk. Not taking the time out to consider risks and also implement mitigation techniques poses risks to the product and the project	LOW	HIGH	Monitoring risks consistently. Reminding group members of the risks we've outlined. Utilising our mitigation techniques.	Letam
R6	Product	Poor product management: This can affect the structure and delivery of our project. If we don't work in an organised way, it could affect our efficiency of our	MEDIUM	HIGH	We plan the timeline of our project in an iterative way. We focused on working functionality and meeting basic user requirements as opposed to multiple requirements. Our focus was on creating a working code and documenting it as we go. For every task we achieve,we ensure it relays back to the objectives of our project.	Will

ID	Type	Description	Likelihood	Severity	Mitigation	Owner
R7	Product and project	Low productivity: This could occur when group members start to perform poorly or even become idle.	MEDIUM	HIGH	Fair division of labour.We split the tasks in a way where everybody contributes the same amount of effort for the module. Members with “Less difficult” tasks can support more voluminous tasks such as implementation and architecture	Tom