

## Risk Management Plan – IT Management Group 3

### Our Potential Risks:

- Team Members missing class
- Team Communication Issues
- Technical Challenges such as difficulty implementing features or software bugs
- Project Scope Creep
- Missed Deadlines
- Quality Control Issues where the deliverables do not meet the expected quality

Potential Risks	Probability	Impact	Stakeholder Tolerance	Mitigation
Team Members missing class	Medium	Medium	High	If a member is unable to attend class have them be available in our Teams chat
Team Communication Issues	Medium	High	Medium	Be active in the Teams chat so if someone is needed, they can be easily contacted
Technical Challenges such as difficulty implementing features or software bugs	High	High	Medium	Work with each other and use our resources to solve the issues
Project Scope Creep	High	High	Medium	Clearly define our scope and any additions need to be approved by our PM
Missed Deadlines	Medium	High	Low	Have clear deadlines in our planner and teams chat that must be followed
Quality Control Issues where the deliverables do not meet the expected quality	Low	Medium	Low	Set clear expectations on the quality of work

### Roles and Responsibilities:

Project Manager

- Oversee the risk management process
- Ensure the scope is properly managed
- Ensure that deadlines are met

#### Researchers

- Identify risks related to data quality
- Identify risks with research timelines
- Communicate all challenges or potential delays immediately

#### Designers

- Identify risks with the User Interface
- Ensure the look and design of the portfolio meets the expected quality
- Identify risks with design execution

#### Developers

- Identify any software risks and bugs
- Identify the technical challenges and properly communicate those issues
- Resolve any implementation issues and technical issues

### **Risk Management Methodology:**

Identify: Identify the possible risks in our key areas

Assess: Each risk found is assessed on its likelihood and impact

Mitigate: Strategies are created to either avoid the risk or reduce its impact

Monitor: Updates and reevaluations are done as needed