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Risk Management Report	Date: 05/05/2023

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Risk Management Report

1 Introduction

This document identifies potential risks and their associated impacts on a software project. The report provides an overview of the potential risks that could arise during the software development process and outlines strategies to mitigate them. Risk management includes components such as risk identification, assessment, mitigation, report, monitoring and control.

2 Description

Potential Risk	Mitigation Strategy
A member leaves the team.	If possible, other team members should divide the responsibilities of the member who left and try to abide by the deadlines. If this is not possible, the manager should try to find a replacement. Also, the product manager should get in contact with the customer and create a more flexible timeline.
The customer later asks for new features that will conflict with the so far development.	Changes should be made according to the new demands and the code should be revised according to this new architecture. Team members should focus on these changes rather than continuing to develop the rest.
The team decides to change some of the technology, so a big part of the code has to be rewritten.	More time should be asked from the customer and if necessary new hires should be made. The team should work with tighter deadlines.
The project is too detailed to be done by the deadline.	Product manager should talk to the customer and explain the situation. New sub-deadlines should be applied.
One of the tasks will not be done by the deadline and there are other tasks that depend on this one.	The team should make adjustments so that some members of the team leave their current tasks temporarily and focus on the task that is creating this problem.
Customer wants to move the deadline forward.	If possible, the team should work overtime and deadlines should be brought closer. If that can't be the case, new team members should be hired as soon as possible.
Merging features creates errors because of inconsistency.	A devops specialist should make the necessary adjustments and change versions of different technologies if necessary.
A feature is changed after it's been implemented.	The content of the algorithm should be changed

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	according to the demands and the same parameters and return values must be enforced.
The team doesn't have enough knowledge or experience on a critical subject.	The deadlines should be adjusted so that there is a vacancy for a short education period for the team.
The code works too slowly so it must be optimized.	New and faster algorithms should be written especially for parts that work with big data. There's no need to change the whole structure of the project, it's enough to optimize what is already done.
There is a security leak.	New security measures should be implemented and a security specialist should be hired if necessary.

3 Risk Management Report Specifications

Risks We Faced	Contingent Action	Status
Because of team members' other responsibilities, there is not enough time for the delivery of #DEL3.	Stakeholders are contacted and new plans are made according to the new deadline.	Mitigated.
Team members' occupatiences crash with the timeline for Demo, leaving insufficient time for development.	Stakeholders are contacted, however there can be no change in the deadline, which leads to problems.	Not mitigated.
Team does not have a very planned work-flow.	Team starts using project management tools such as Trello to keep track of all tasks and their deadlines, as well as which team member is responsible for those tasks.	Mitigated.

4 Distribution of Task

- Risk Management Report written by Ayça Akyol.
- The whole team has checked the report.