

Time Monitoring Tool Risk List

Version <1.0>

Time Monitoring Tool	Version: <1.0>
Risk List	Date: <14/01/01>
<upedu ex rskls>	

Revision History

Date	Version	Description	Author
<14/01/01>	<1.0>	First Version: Risks identified at the inception phase	John Lemon

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Risk List

1. Introduction

1.1 Purpose

This document is designed to capture the perceived risks to the success of the project. It identifies, in decreasing order of priority, the events that could lead to a significant negative outcome. It serves as a focal point for project activities and is the basis around which iterations are organized

1.2 Scope

The Risk List is maintained throughout the project. It is created early in the Inception phase, and is continually updated as new risks are uncovered and existing risks are mitigated or retired. At a minimum, it is revisited at the end of each iteration, as the iteration is assessed.

1.3 Definitions, Acronyms, and Abbreviations

Refer to the Glossary Document, See References

1.4 References

Glossary Document, Glossary, TMT Team 1, École Polytechnique de Montréal, 2001

Iteration Plan Document, Iteration Plan <Iteration 1>, TMT Team 1, École Polytechnique de Montréal, 2001

Software Development Plan Document, Software Development Plan, TMT Team 1, École Polytechnique de Montréal, 2001

1.5 Overview

Risks are organized in a table (Section 2) along with their *magnitude, description, impacts, indicator* and *mitigation/contingency strategies*.

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2. Risks

The following risk list uses these conventions:

- Magnitude:** Risks are ranked from 1 to 10. 1 is the lowest risk and 10 is the highest risk. Ranking is based upon the criticality of the risk and the probability of the risk occurring.
- Description:** Brief description of the identified risk
- Impact:** C – Critical (Affects all project functionalities and baselines.)
H – High (Affects stakeholders needs and major product functionalities)
M – Medium (These risks are subject to contingency but most of the times, a mitigation plan will be established in order to avoid the risk.)
L – Low (Generally these are risks for which *Risk Acceptance* strategies will be held or quick mitigation plan will be implemented. Usually the team will decide to live with the risk as a contingency)
- Indicator:** Metrics concerned.
- Mitigation/Contingency:** Plan to live with or avoid/transfer the risk

<RSK-01> - Browsers Incompatibility				
Magnitude	Description	Impact	Indicator	Mitigation Strategy / Contingency Plan
4	Incompatibility with internet browsers and specific configurations on client machines.	H	Adaptability	Use Cross-Browsers Technologies and Cascading Styles Sheets Level 1 & 2 Standards.

<RSK-02> - Process Knowledge				
Magnitude	Description	Impact	Indicator	Mitigation Strategy / Contingency Plan
3	The development team is relatively inexperienced with the Unified Process for EDUcation (UPEDU). This could lead to lower efficiency and poorer product quality	M	Quality, Completeness, traceability	Establish 'process mentors' who can assist the team in understanding the process and the development activities. Ensure all Design and Code is inspected.

<RSK-03> - Member departure				
Magnitude	Description	Impact	Indicator	Mitigation Strategy / Contingency Plan
2	One of the team members quit (for any reason).	C	Effort Application	Review Baselines and major milestones as quick as possible. Review Functional Requirements Classification and Reassign work.