SOME SUGGESTIONS AND DIRECTION REGARDING RISK PLANNING

Folks, every single project, without exception, carries with it inherent risks! Failure to adequately identify major risks (technical, process, business risk etc) at the beginning of a project, and to mitigate for them, can prove disastrous to the overall success of the project.

You will be managing (identifying, documenting, mitigating) risks throughout this capstone project, and it is my expectation that you will come to realize just how important this aspect of project management is. You may even want to assign one team member as the "risk management designate" for the team. This would be the devil's advocate always looking at what might potentially derail the project.

Now, I realize the Vision and Scope template doesn't directly incorporate this, but (in addition the the obvious technical and business risks) I would recommend you also consider inherent "process" risks, such as collaboration or communication issues among the project team; or even the lack of required skills or resources that might surface. Addressing these early will help to derail any potential problems.

In terms of risk planning on the Vision and Scope document, Try to identify at least 5 (but maybe more) of the main risks (process, technical, business risks etc).

Also, after isolating each risk, you need to identify the severity of each identified risk (Low, Medium High for example) A low risk may not have a huge overall impact on the success of the project whereas a high risk could definitely do so. This is often expressed in the form of a table, as follows –

Risk	*Severity*	*Mitigation*
1. site may be incompatible with various browsers	*MEDIUM - HIGH*	*use of open standards, CSS for example, testing at all phases of design and development*
2. *Team lacks the requisite development skills – PHP, CSS, Java to design site*	*HIGH*	*Team lead will designate various members to learn PHP, CSS, Java using formalized training, online resources and materials. Team will*

functionality		*acquire the assistance of a professional web developer to check code, scripts, etc. throughout the project*