

Sample Top 10 Risks List

Source: <http://www.construx.com/Page.aspx?hid=1293>

This week	Last Week	Weeks on List	Risk	Risk Resolution Progress
1	1	5	Creeping requirements	<ul style="list-style-type: none"> User interface prototype used to gather high-quality requirements. Requirements specification has been placed under explicit change control. Staged delivery approach will be employed to provide some ability to change features if needed.
2	5	5	Requirements or developer gold-plating	<ul style="list-style-type: none"> Vision statement specifies what is not included in software. Design emphasis placed on minimalism. Reviews have checklist item to check for "extra design or implementation."
3	2	4	Released software has low quality	<ul style="list-style-type: none"> User interface prototype developed to assure users will accept software. Disciplined development process is used. Technical reviews are used on all requirements, designs, and code. Test planning assures all functionality will be covered by system testing. System tests are performed by independent testers.
4	7	5	Unachievable schedule	<ul style="list-style-type: none"> Project avoids making schedule commitment prior to completing requirements specification. Upstream reviews are used to detect and correct problems when it is least expensive to do so. Schedule is reestimated several times over the course of the project. Active project tracking assures that any schedule slips will be detected early. Staged delivery allows for delivery of partial functionality even if whole project takes longer than expected.
5	4	2	Unstable tools delay schedule	<ul style="list-style-type: none"> Only one or two new tools are used on this project; remainder have been used on previous projects.
6	-	1	High turnover	<ul style="list-style-type: none"> Project vision encourages developer buy-in. Active, detailed project planning creates clear expectations. Periodic reestimation supports revised plans to account for changes in scope without massive overtime. Productivity environment supports high developer productivity, high motivation, and high retention.
7	3	5	Friction between developers and customers	<ul style="list-style-type: none"> User interface prototype aligns developers and customers on same detailed vision. Staged deliveries provide customers with evidence of steady progress.
8	6	5	Unproductive office space	<ul style="list-style-type: none"> Will move development to off-site environment with private offices after completing user interface prototype. Still need budget approval for conducting project off-site.