

The Cy'Sophus Contingency Plan

Q1)

The author was on a team that needed to push updates to a system over the weekend. The main issue was that the system may not have the required amount of drive space that the updates needed and this may delay the update. Other factors like a snow and ice storm that was going to be during the update could possibly inhibit the ability for employees to swap shifts while monitoring the system update and some employees could make mistakes due to fatigue if this were to happen.

After these problems were quantified by the team, various solutions were developed by the team, these included talking to database admins and ensuring the system could handle the update and the space requirement. They also planned to receive the specific update size and amount and do their own calculations. They also talked to the database admins and ensured there were extra drives and space on hand if needed. In addition to this controllable issue. The plan for the uncontrollable weather was that the team would stay on sight and monitor the update if this storm was predicted to be bad enough to possibly keep team members at home.

Q2)

Similarities between the effect of COVID-19 on our project and the issue mentioned in the paper regarding continuing processing are slightly similar. As the paper mentions, the internal risk regarding the possible lack of disk space scheduled for processing would lead to a halt in processing until a solution was found for this problem. This would also delay the project and force it to be completed at a later time than they originally planned. Similarly, our project was impacted by the ongoing epidemic in such a way that our start to get hands-on with our table was delayed. Since we are only working with one table and access to it is strictly physical, we are left with no option but to delay the development intended for our project. Aside from not having everyone being able to be physically there to work on the table, we are not in current possession of the table nor the software to help interface with it which was planned to be made by the manufacturer.

Q3)

With the advent of COVID-19, team meetings cannot be held physically anymore, but can be moved online relatively easily. All future communication must be done digitally, and some of our protocols must be edited. More pressing than team meetings however is our future goal to connect the table to the internet. This can only be achieved with physical access to the table, but with the quarantine forbidding team meetings, and the sheer distance between team members regardless, this is looking to be a considerable (and potentially insurmountable) issue to resolve.

Q4)

Similarly to how Royer's teams mitigated risks and developed a contingency plan. Our team must also review risks and develop our own plan that must be agreed upon. Our contingency plan is as follows: Ensure communication with the client on a regular basis. Work

with available online resources and develop the software elements of the project. Plan out viable times to meet online and track development through working at home. This is the current plan we have implemented and are currently following. We are currently following any further developments in the COVID-19 outbreak and will adjust our work accordingly.

Q5)

This exercise was a good example of the effects and rewards of proper planning and contingency plans. As with all plans, there is always the chance that things may go awry. It falls within the duties of the project leader to discuss and plan for events that may hinder their project. For our situation, we have to do the best we can with a **very bad situation**. Our group has done everything we could to work within the constraints that the world has put on us. The end result of which being that we have to do what we can now, and make up for what we could not when things clear up in the coming months. So to that end I can say we all learned that it is important to have plans for what CAN be done in times like these, and that we should always be looking to find new ways to move our project forward.