**LOW INTEREST**

**HIGH INTEREST**

**LOW IMPACT**

**HIGH IMPACT**

**STAKEHOLDER MANAGEMENT MAP**

**COMMUNICATION PREFERENCES**

**How to Receive Information**

Regular conference calls

and participation in project status webinars

**How Often**

Bi-monthly conference

calls; quarterly project

status webinars

**MITIGATION STRATEGIES**

**Strategies for Concerns**

Schedule regular

check-in calls to maintain stakeholder engagement

**Strategies for Risks**

Engage IT support for

proactive issue resolution

and risk mitigation

**Strategies for Issues**

Conduct periodic alignment sessions to ensure stakeholder expectations are met

**STAKEHOLDER B**

**POTENTIAL RISKS AND ISSUES**

**Concerns**

Perceived lack of

stakeholder involvement affecting project direction

**Risks**

Technical challenges potentially impacting project implementation and success

**Issues**

Possible misalignment between stakeholder expectations and project outcomes

**POTENTIAL RISKS AND ISSUES**

**Concerns**

Budget constraints

potentially impacting

project resources

**Risks**

Resistance to project

changes from team members affecting overall progress

**Issues**

Possible delays in

approvals and decision

making processes

**MITIGATION STRATEGIES**

**Strategies for Concerns**

Explore cost-effective alternatives and present well reasoned proposals

**Strategies for Risks**

Conduct change management workshops and address concerns proactively

**Strategies for Issues**

Implement streamlined approval processes for

faster decision-making

**COMMUNICATION PREFERENCES**

**How to Receive Information**

Monthly progress reports

via a secure online portal

**How Often**

Monthly progress

reports; as-needed

secure portal updates

**STAKEHOLDER A**

**COMMUNICATION PREFERENCES**

**How to Receive Information**

In-person briefings and

regular access to an

interactive project dashboard

**How Often**

Weekly in-person

briefings; real-time access

to project dashboard

**POTENTIAL RISKS AND ISSUES**

**Concerns**

Lack of clarity on project milestones affecting stakeholder engagement

**Risks**

Scope changes

impacting project timelines

and resource allocation

**Issues**

Potential for miscommunication

regarding project updates

**MITIGATION STRATEGIES**

**Strategies for Concerns**

Provide detailed milestone reports and conduct

interactive sessions

**Strategies for Risks**

Implement a robust change control process with stakeholder involvement

**Strategies for Issues**

Establish a clear communication protocol to avoid misunderstandings

**STAKEHOLDER D**

**POTENTIAL RISKS**

**AND ISSUES**

**Concerns**

Limited availability for

project meetings due to conflicting schedules

**Risks**

Misinterpretation of

project goals leading to misaligned expectations

**Issues**

Possible delays in decision-making due to stakeholder

time constraints

**MITIGATION STRATEGIES**

**Strategies for Concerns**

Offer flexible meeting

times to accommodate

stakeholder availability

**Strategies for Risks**

Develop detailed project documentation for clarity

and shared understanding

**Strategies for Issues**

Establish alternative communication channels

for urgent decisions

**COMMUNICATION PREFERENCES**

**How to Receive Information**

Via concise email updates and bi-weekly progress meetings

**How Often**

Bi-weekly email

updates monthly

progress meetings

**STAKEHOLDER C**