To-do List Risk Assessment

Overview
Making a risk assessment to be aware of any potential obstacles that may prevent the making of this project, and how to deal with them.

Goals
- Consider all potential risks.
- How to manage and reduce the risks.
- Have a midpoint assessment with risk that have been interacted with.
- Analyze risk at the end of the project.

Milestones
- Identify at least 3 risks.
- Manage and reduce the risks.
- Identifying new risks through the project.

Risk assessment

Key

Likelihood

Rare	Unlikely	Possible	Likely	Certain
1	2	3	4	5

Impact

Negligible	Minor	Moderate	Major	Extreme
1	2	3	4	5

Risk rating (likelihood * impact)

Low	Moderate	High	Extreme
1-3	4-6	8-12	15-25

Risk register 1 – Initial scores and actions

Ref	Risk Description	Cause	Risk Event	Likelihood (1-5)	Impact (1-5)	Risk Rating	Action
1	Lack of time	Improper use of time and lack of time management	Unable to complete assigned project and meeting all criteria.	4	5	15	Plan daily and weekly tasks. Set sprint and time goals.
2	Lack of experience	Not having proper work experience.	Not completing project at industry standards.	3	5	10	Ask questions when needed, complete given task and do further research.
3	Self-Management	Overwhelming and burnout.	Unable to finish project, loss of motivation and affecting health.	4	4	12	Take breaks, do what you can, set realistic tasks.
4	Worldwide Disruption	Covid-19.	Illness, change of routine, remote work.	5	3	9	Social distancing, make sure have all equipment's, join online calls.
5	Unreliable application	Not having enough test results.	Project is not fully reliable.	3	4	12	Test all methods, ask for help.

Risk register 2 – Midpoint scores, updates, and actions

Ref	Risk Description	Likelihood (1-5)	Impact (1-5)	Risk Rating	Update	Action
1	Lack of time	5	4	12	Training might need to be slower but given the time frame this might be hard. Ask for help when needed	Continue daily planning and using Jira. Ask help and look at QA Community tutorials for guides.
2	Lack of experience	3	5	15	These few weeks have been a massive challenge, our timeframe has been reduced so materials were taught fast.	Used online resources, went through QA-Community and asked trainers for help.
3	Self-Management	1	4	10	Worked during working hours so no need for overtime and took plenty of rest.	Every hour or so I will take a few minutes rest to not burnout.
4	Worldwide Disruption	5	2	6	Due to COVID I had to rely on my own equipment what was fine and to be honest everything seemed very sorted and well managed thanks to online resources.	Do the best I can with what I am given and really use online resources.
5	Unreliable application	2	3	6	Every application has been running smoothly, everything worked as I expected.	Ask trainers for help, and best practice to use applications.
6	Front end development	3	4	8	I had basic knowledge for front end development for html and CSS. The pace of training was quite fast, so it was difficult to understand new topics, especially the more difficult ones.	I re-watched videos on teams and relearned through QA-Community.
7	Difficulties with JavaScript	3	3	10	JavaScript sometimes, seemed confusing for me, as some methods contradict the way I am used to programming with C++ and C#.	Learn and understand terminologies and methods for JavaScript.

Risk register 3 – Final scores, analysis, and actions

Ref	Risk Description	Likelihood (1-5)	Impact (1-5)	Risk Rating	Analysis	Action
1	Lack of time	4	4	14	Most of the topics have been rushed, due to the lack of time. Trainers did try their best, but you could notice they had to rush.	Expect the unexpected and try your best with the time frame given to you.
2	Lack of experience	3	4	12	First time working on advanced topics for front end development, doing user-acceptance testing (selenium).	Completed
3	Self-Management	1	4	8	My time has been managed well, most of the time I got to work during working hours.	Making sure I am rested and taking the breaks and finishing on time.
4	Worldwide Disruption	5	1	3	Even though COVID restricted us to working from home, I think this was good because everything was well organised and resources where easy to access.	Completed.
5	Unreliable application	1	4	15	Project is fully functional, test at above 90% and all requirements are met.	Completed.
6	Front end development	2	3	7	Once I got the hang of front end, it was quite easy to understand and to do.	Completed.
7	Difficulties with JavaScript	2	3	8	After getting around the terminologies and methodologies, JavaScript was easy to use and understandable.	Completed.