**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. | 3 | 4 | 10 | 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. | 2 | 5 | 9 | 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. | 3 | 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 | 3 | 4 | 12 | Additional training and research. Asking for help from trainers when needed. | Continue daily planning and using Jira. |
| 2 | Lack of experience | 3 | 5 | 15 | The past few weeks really pushed my knowledge. Due to the speed of training extra learning had to be made, especially with topics that are new, such as SQL and JUNIT. | Used online resources, went trough 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 | 4 | 4 | 12 | Issues with connection to SQL and learning how to use SQL and Result Set. | I asked trainers how to work with SQL on eclipse as well as Result Set. |
| 6 | Change of IMS package | 3 | 2 | 6 | I was working on my own IMS package but changed the whole project to work on IMS-Starter due to everything being there. | A trainer guided me through the IMS-starter package for me to understand. |
| 7 | Difficulties with Database | 3 | 5 | 15 | Struggle to delete customers that are linked to any orders, as well as orders linked to items. | Planned what I needed to do, made sure with trainer if I am approaching it the right way. |

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 | 3 | 4 | 12 | Some topics were not initially explained properly such as the IMS-Starter, so a whole day was taken away to learn and change the project that was initially started | Move my original IMS project into IMS-Starter |
| 2 | Lack of experience | 3 | 5 | 15 | First time working with SQL and Junit so I had to learn on the go, and I have not done Java for a while, luckily I regularly work with C# which is similar. | Completed |
| 3 | Self-Management | 1 | 4 | 8 | I managed my time well, did not really had to do overtime, there was once that I stayed working till 6:30 but that is fine, and I took regular breaks. | 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 80% and all requirements are met. | Completed. |
| 6 | Change of IMS package | 1 | 2 | 6 | Easily transferred the initial project to the IMS-Starter and everything works. | Completed. |
| 7 | Difficulties with Database | 3 | 5 | 15 | All difficulties have been fixed and project fully functioning. | Completed. |