|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Risk description** | **Cause** | **Risk event** | **Likelihood** | **Impact** | **Risk rating** | **Action** |
| Lack of communication | Lack of internet connection | Delays or incompletion of the project/ Presentation issues | 4 | 4 | 16 | Prepare in advance for any possible delays. Use your phone as a hotspot if necessary. |
| Medical issues / illness | Wide variety, such as COVID19 | Project is not completed | 2 | 2-5 | 4-10 | Wear mask, wash hands, exercise, eat healthy, don’t take sweets from strangers |
| Lack of experience | Using new software | Project not completed and fail training | 4 | 3 | 12 | Do not be a hero, understand topics, put time in |
| Lack of time | Poor time management | Project is not completed | 4 | 5 | 20 | Planning, organisation and avoiding procrastination |
| Slips, trips and falls | Bags and coats on the floor. Too many pints | Slower whilst taking breaks due to injured legs | 1 | 2 | 2 | Make sure the floor is clear of any possible trip hazard |
| Faulty equipment | Lack of usage/ lack of care | Laptop could break and saved work could be lost | 3 | 4 | 12 | Test equipment frequently |
| Application does not work 100% | Not enough tests and not following best practice | App is buggy, hard to use, hard to modify and faulty to run | 3 | 5 | 15 | Test rigorously, ask for help, plan for extra time |
| Lack of understanding of the project specs | Unclear project brief or lack of attention to reading it | Project may be completed, however incorrect program may be produced | 2 | 4 | 8 | Ensure the project specification is read through completely and ask the project owner any questions if anything is unclear |
| Poor mental health | Isolation | Project is not completed | 2 | 4 | 8 | Make sure to spend some time outdoors, meet friends, family... |
| Laptop not having power | Laptop charger breaking | Not being able to access the files on the laptop | 3 | 4 | 12 | Buy a new charger when paid, ask for a back-up laptop. |

Likelihood

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| --- | --- | --- | --- | --- |
| Rare | Unlikely | Possible | Likely | Certain |
| 1 | 2 | 3 | 4 | 5 |