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| **Risk** | **Cause** | **Severity** | **Probability** | **Risk rating** | **Solution** |
| Lack of communication with team | Poor organisation, not meeting daily to communicate and establish progress/issues. | 3 | 2 | 6 | In the event issues are encountered, we should let one another know and ask for help if stuck on an aspect of the project. |
| Illness | Catching a cold, getting ill as a result of the COVID-19 pandemic or otherwise | 4 | 2 | 8 | Due to the social distancing and lockdown measures put in place throughout the course of the project, it is unlikely, provided these rules are followed, that illness will be an issue throughout the project’s duration. |
| Task management | Not managing task completion effectively | 5 | 1 | 5 | The use of Kanban boards via Jira, sprints & allocating tasks to be finished before the deadline in the event something goes wrong will seriously improve likelihood of managing tasks effectively. |
| Not getting the application working | A failure resulting from another factor, such as a technical difficulty or error with IDE, software etc. | 5 | 2 | 10 | Inform other team members & trainer of difficulties encountered ASAP. Consider starting the section again. Look closely for minute errors. If possible, ask team or trainers for additional support. If this fails, inform a trainer of the outstanding difficulties so they can help further. |
| Poor planning | An unfamiliarity with project management, a lack of understanding of how to best stick to good techniques | 4 | 3 | 12 | Think as far ahead right now as possible, anticipating any potential issue as small as it might be. Identify all tasks and break them down into smaller sub-tasks, to properly understand what’s required. Even after the project is finished, continue practising project plans as it gets easier with practice. |
| Poor time allocation | Giving too much time or not enough time on tasks, underestimating aspects of the project. | 4 | 2 | 8 | Ensure that you make meaningful progress every day until the deadline. Be willing to work additional hours/over weekend if you fall behind schedule. |