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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Description of Risk** | **Cause** | **Event** | **Likelihood** | **Impact** | **Rating** | **Action** |
| Defective Equipment | Poor care to equipment | Laptop could break and all saved work could be lost | 3 | 5 | 15 | Test and update equipment frequently and make sure you have suitable protection for equipment. |
| Application does not work | Not enough thorough back-end and front-end testing has been applied to the application | App is slow and does not always run | 3 | 5 | 15 | Thorough testing run with time to spare to make any modifications before deadline. |
| Weak understanding of the project specs | Project brief is unclear, or shortage of attention paid during training | Incomplete project. | 2 | 5 | 10 | Make Certain the project specifications is read carefully and the task is fully understood. Otherwise ask trainers for guidance. |
| Inadequate communication | Poor connectivity with Wi-Fi | Delays or incompletion of project/presentation. | 4 | 5 | 20 | Prepare ahead of scheduled deadline and make sure everything is connected and running smoothly. |
| Inadequate time management | Time not handled well | Incomplete project. | 4 | 5 | 20 | Planning, organisation and avoiding procrastination. Use technologies like Jira to help. |
| Inadequate understanding of technologies | Not understanding new software | Incomplete project. | 3 | 5 | 15 | Make sure to be confident with the technologies used and to gain guidance from trainers. |
| Physical/mental health issues | Neglecting both physical and mental health and allowing it to affect your lifestyle | Incomplete project to the best of your ability. | 2 | 2 | 4 | Make sure you have a good balance with mental/physical health alongside work. |