

INDEX

Sr. No.	TITLE	Page No.
1	INDEX	1
2	How to configure JIRA	2
3	How to create project in JIRA	11
4	How to create EPIC	14
5	How to create user stories in JIRA	16
6	How to create sprint and how to pull user stories from Product backlog to sprint backlog	18
7	How to start sprint	19
8	How to see issue types in JIRA and How to add priority for user story	24
9	How to confirm priority field is added or not	26
10	How to enable report option in JIRA tool	27
11	How to play Planning Poker Estimation Technique	30

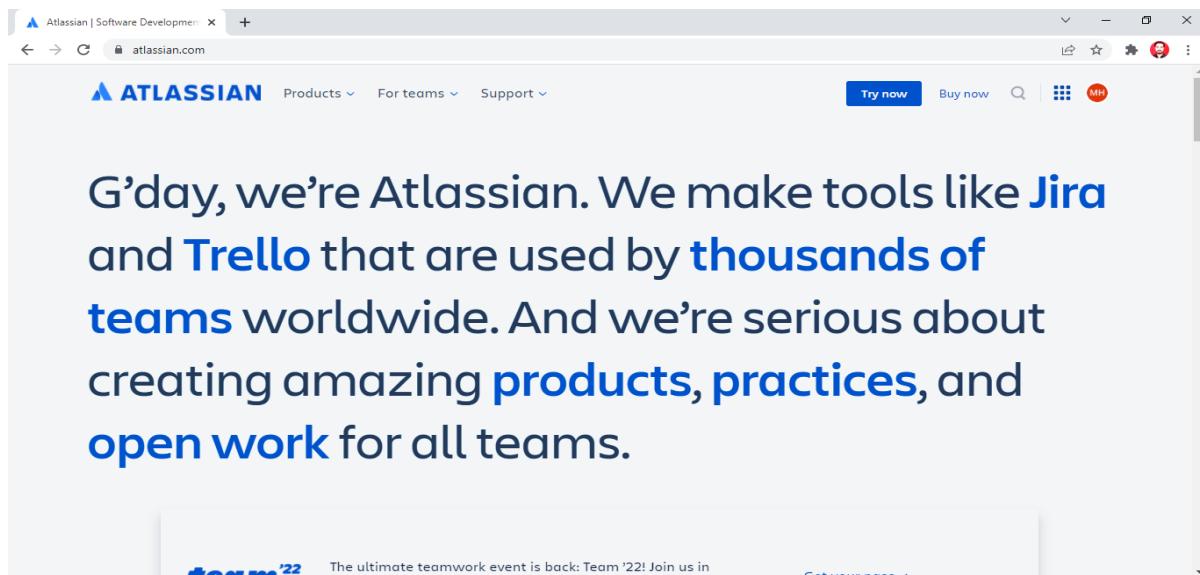
How to configure JIRA tool?

STEP 1:

Open any browser [Google Chrome, Mozilla or Internet Explorer]

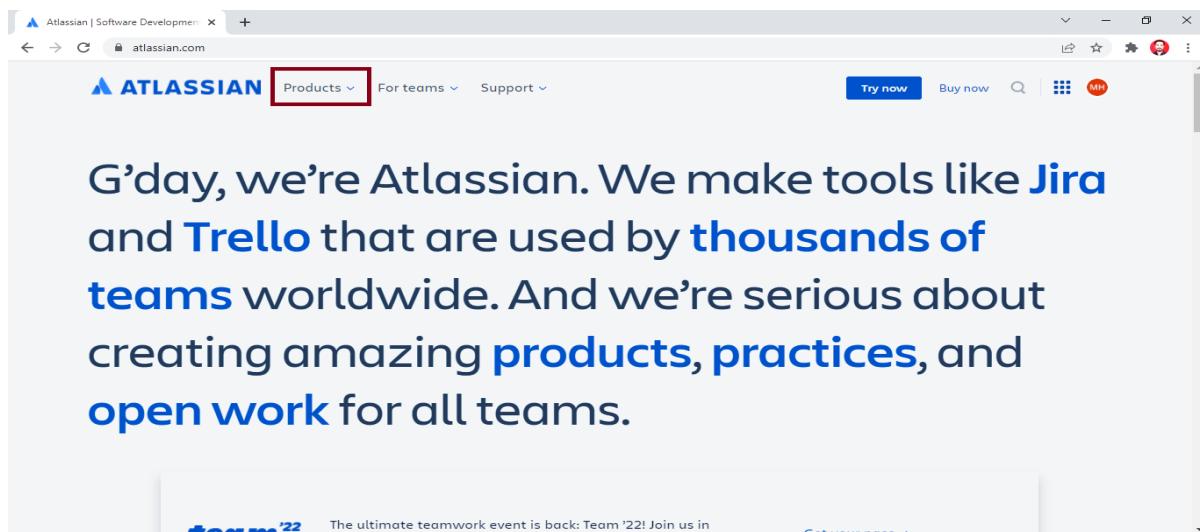
Step 2:

Enter URL: - <https://www.atlassian.com>



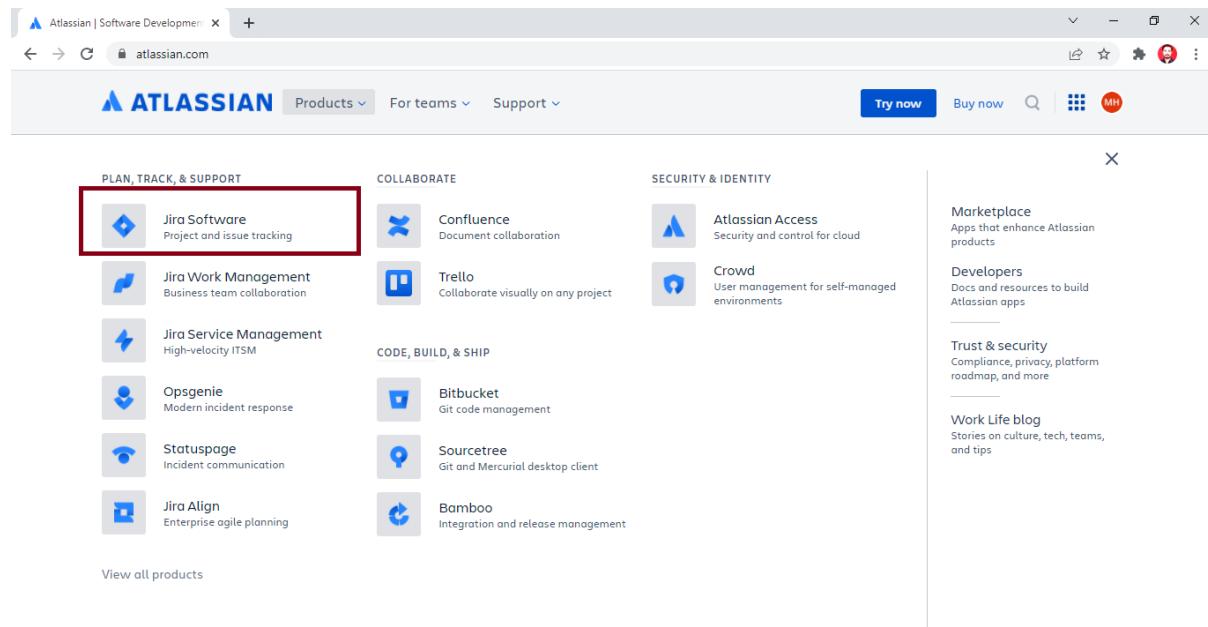
Step 2:

Click on Products dropdown list.

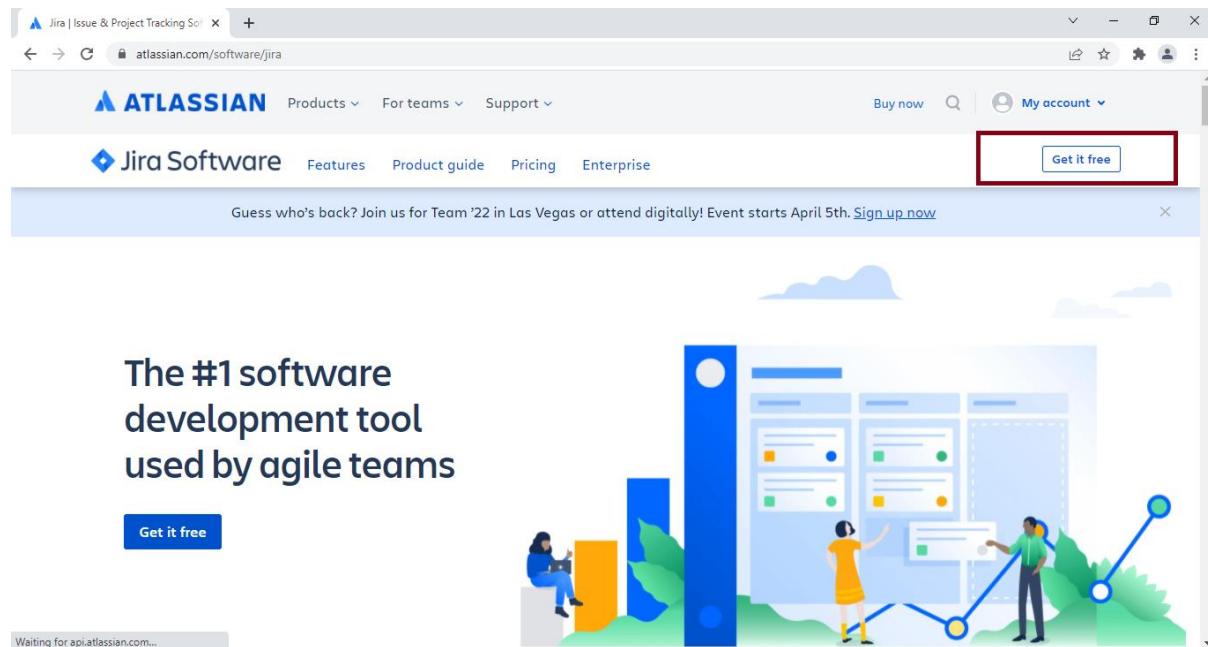


Step 3:

Click on JIRA Software [Project and issue tracking]

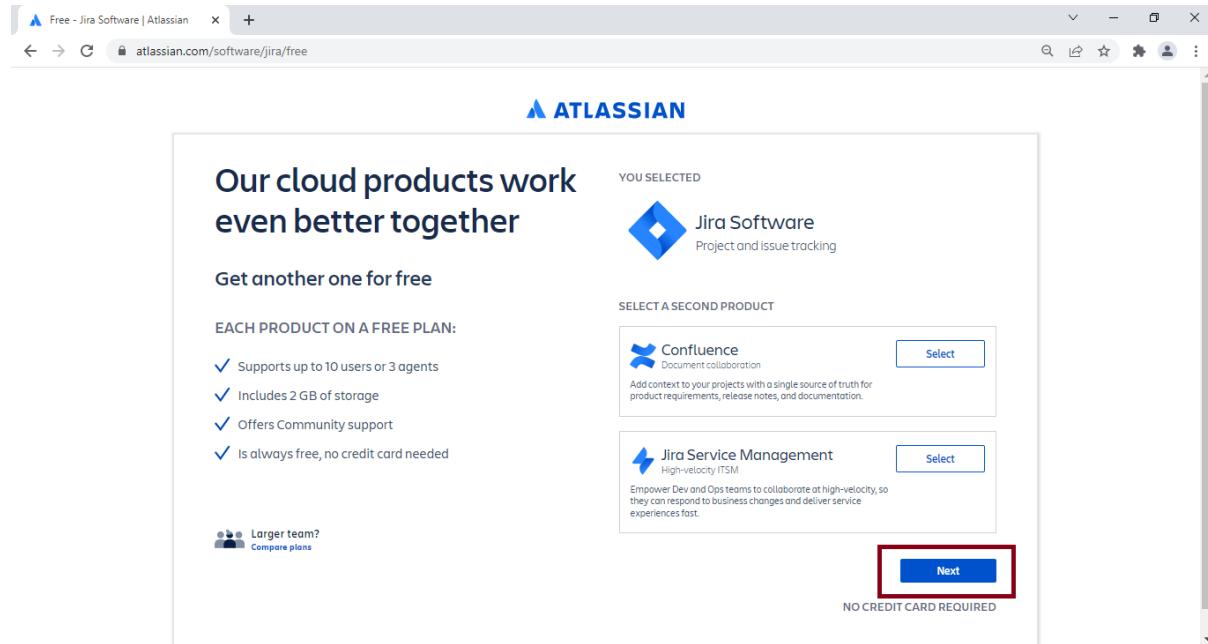
**Step 4:**

Click on get it free.

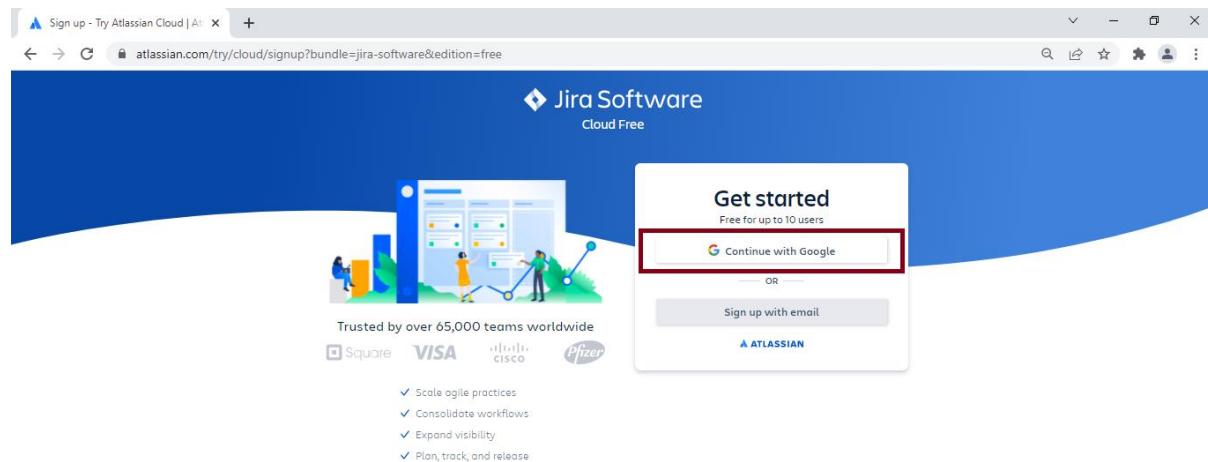


Step 5:

Click on Next

**Step 6:**

Click on Continue with Google.



Step 7:

Enter your Email ID and click on Next.

Sign in with Google

Sign in
to continue to Atlassian

Email or phone
vivek.haralkar94@gmail.com

Forgot email?

To continue, Google will share your name, email address, language preference and profile picture with Atlassian.

Create account Next

English (United Kingdom) ▾ Help Privacy Terms Firefox

Step 8:

Enter your password and click on Next.

Sign in with Google

vivek haralkar
vivek.haralkar94@gmail.com

Enter your password

Show password

To continue, Google will share your name, email address, language preference and profile picture with Atlassian.

Forgot password? Next

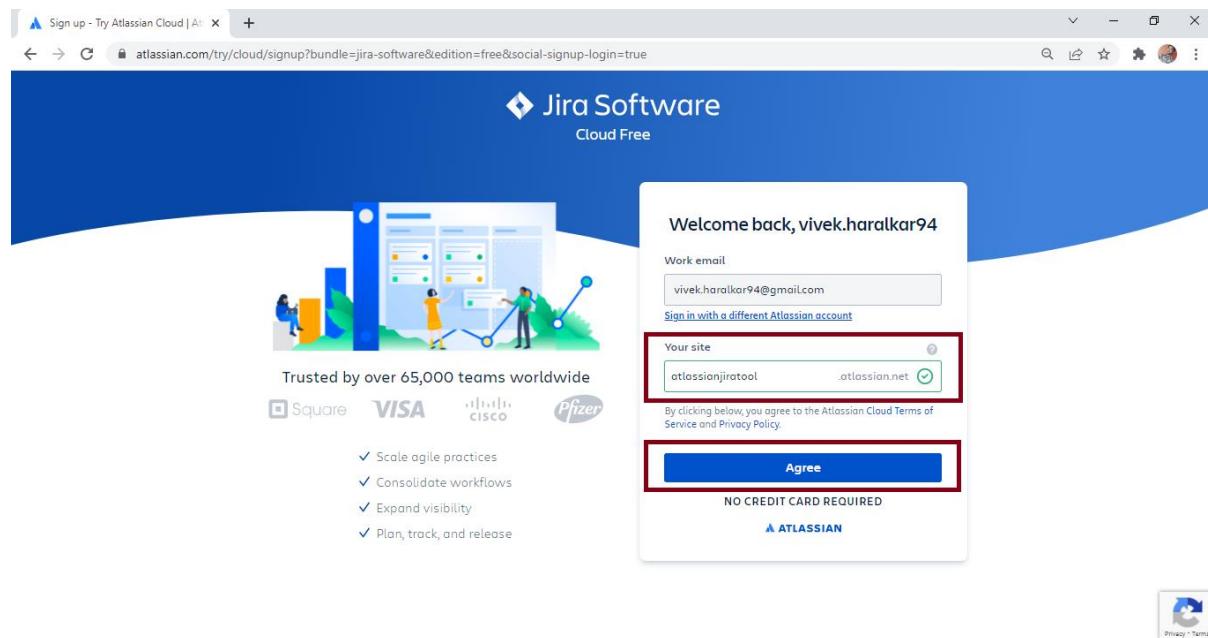
English (United Kingdom) ▾ Help Privacy Terms Zoom Meeting

Step 9:

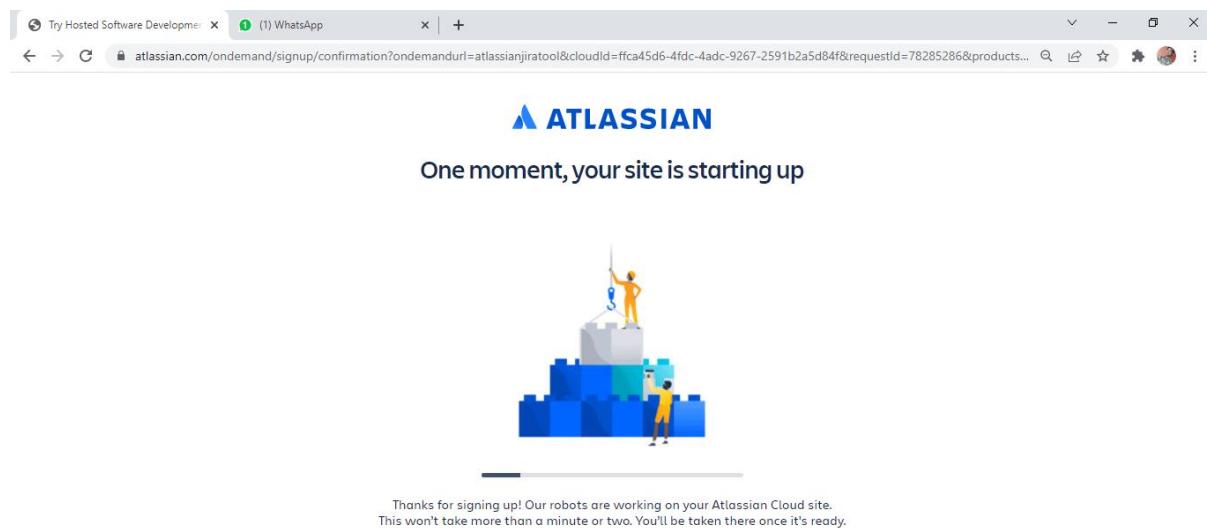
Enter your JIRA site Name so further you can access it and click on Agree.

NOTE: Name of your site must be 3 or more lowercase letters and/or numbers. Hyphens are ok if they're in the middle

If site name is as per JIRA criteria and if it is unique, System will show green Tick mark (✓) otherwise we have enter different site Name.

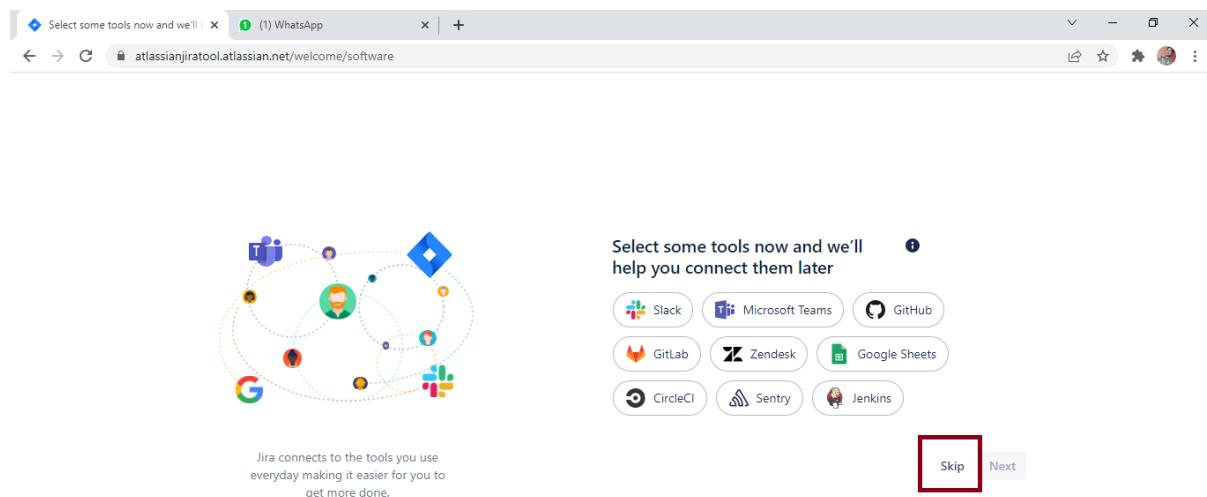
**Step 10:**

Wait for few minutes to complete configuration setup.



Step 11:

Click on Skip



Step 12:

Here you can provide access of your JIRA Site to other team member, simply you have to mention Mail ID's of those members or you can do it latter also and click on Continue.

NOTE: Free trial version → 10 Members can access a JIRA Site for 15/30 Days.

Invite your teammates
Bring your team along for the ride!

Add email address
kaustubhshewale01@gmail.com

Add email address
abc@gmail.com

Add email address
xyz@gmail.com

Let my teammates invite other people to our site

You can change these settings at any time.

Continue

Step 13:

Click on Skip

Help us set up your Jira

I am Jira.

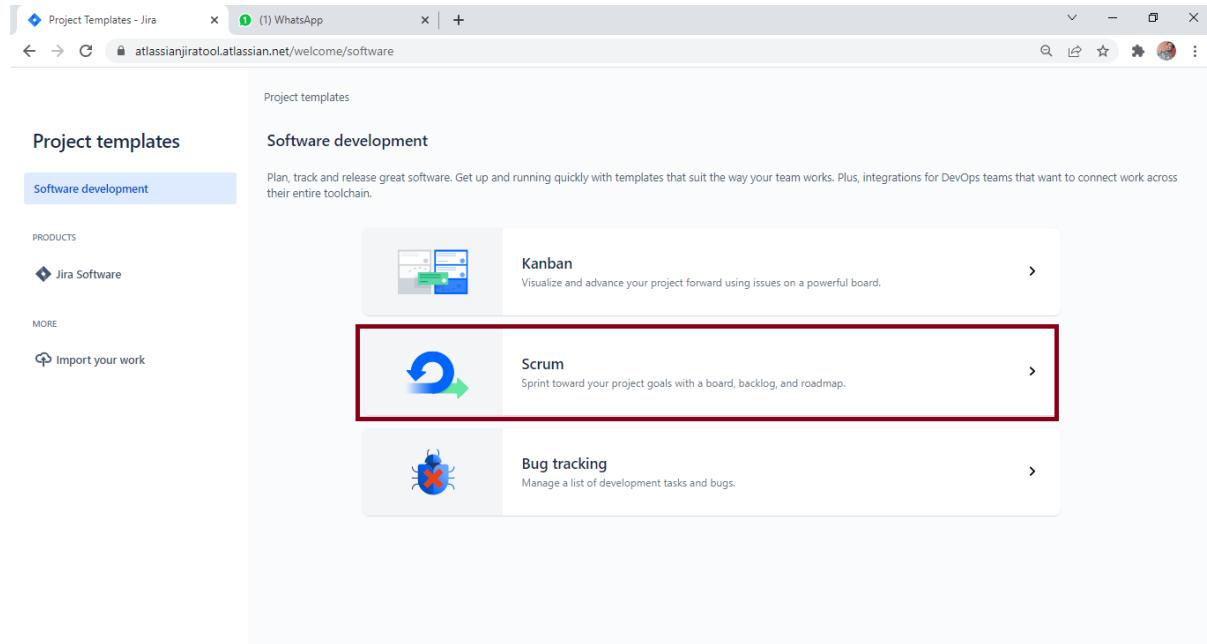
new to
experienced with

Recommend a project
Answer a few questions and we will suggest a project type that works best for you and your team.

Skip Next

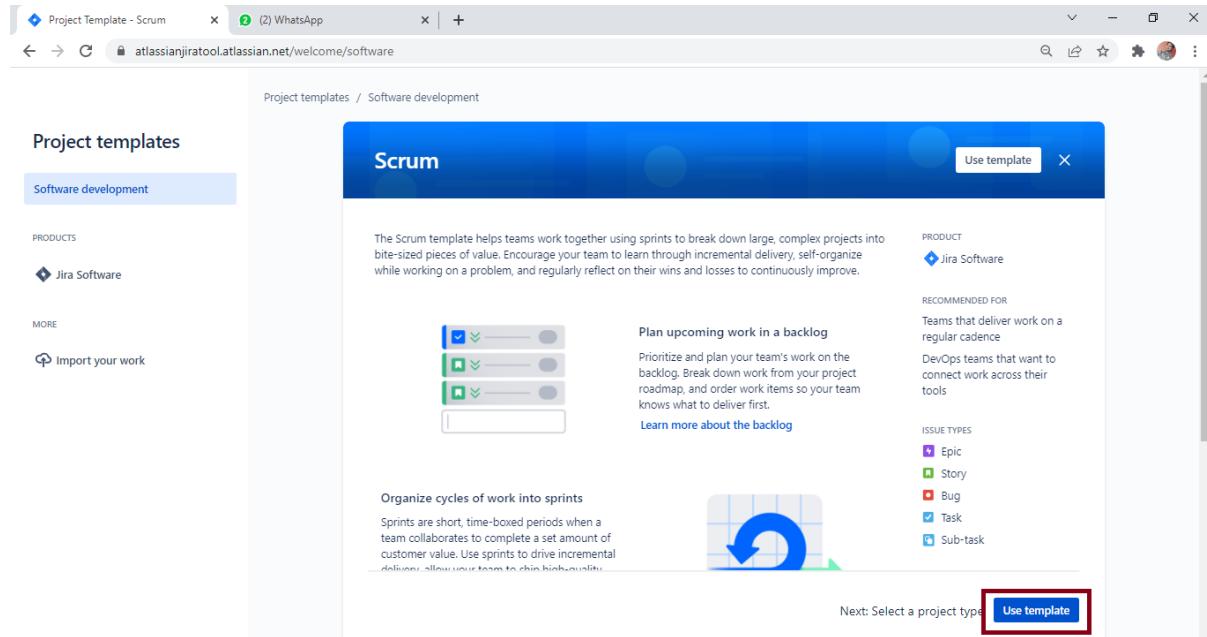
Step 14:

Click on Scrum



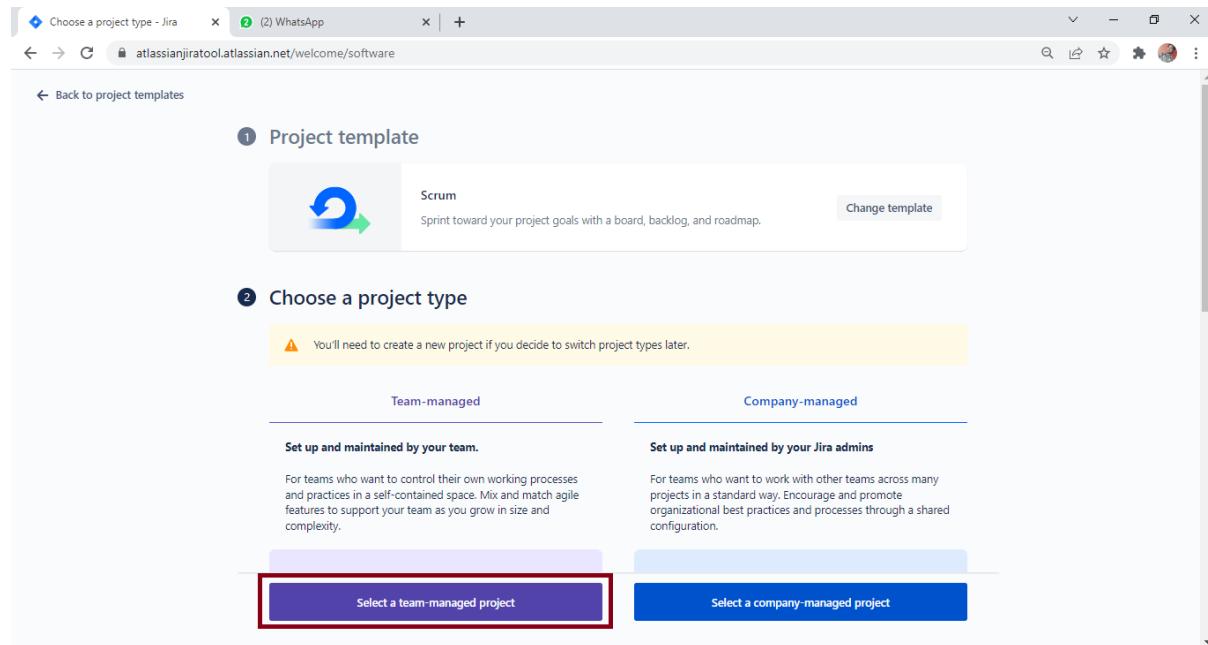
Step 15:

Click on Use template Button.



Step 16:

Click on Select a team-managed project.

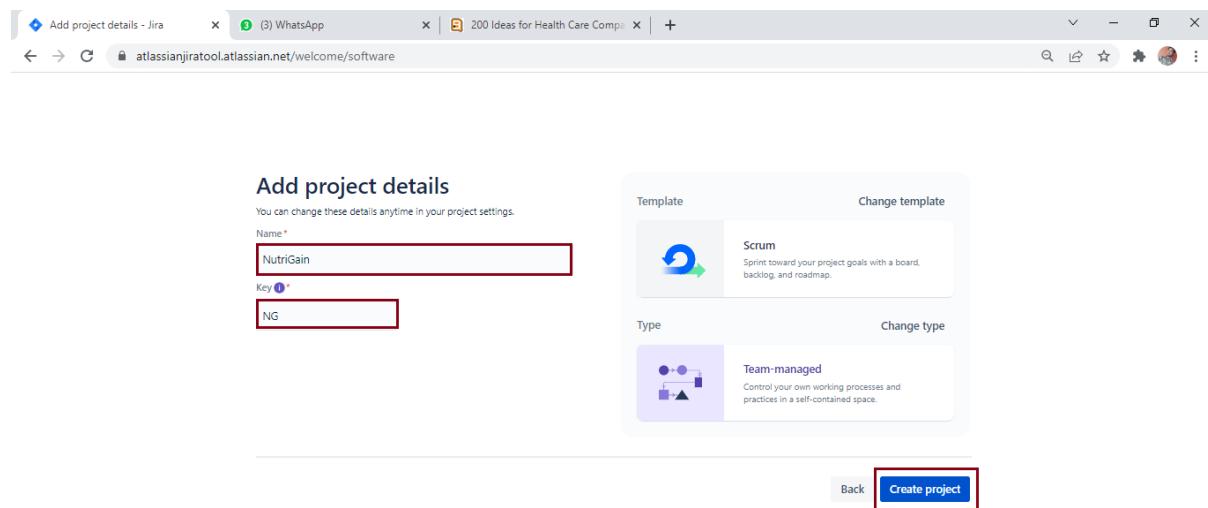


Step 17:

Add your project Name, Key and click on create project.

NOTE: Key is one type of prefix which is used to identify each and every Issue in a Project.

- Issue Types in JIRA Tool:- Epic, User Story, Task, Bug etc.



Step 18:

Now you can see the Dash Board of your JIRA Tool.

How to use JIRA tool?**1. How to create project in JIRA tool.**

- Go to projects menu
- Click on create project

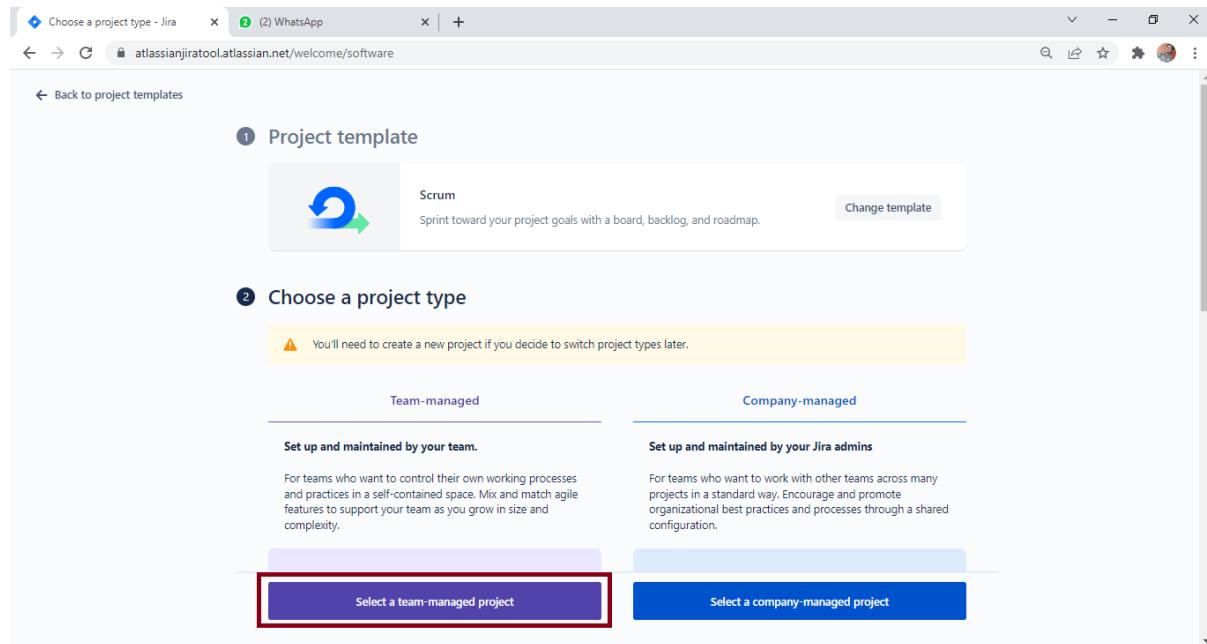
Click on Scrum

The screenshot shows the Jira Project Templates interface. On the left, there's a sidebar with categories like Service management, Work management, Marketing, etc. The main area is titled "Software development" and contains three templates: Kanban, Scrum (which is highlighted with a red border), and Bug tracking.

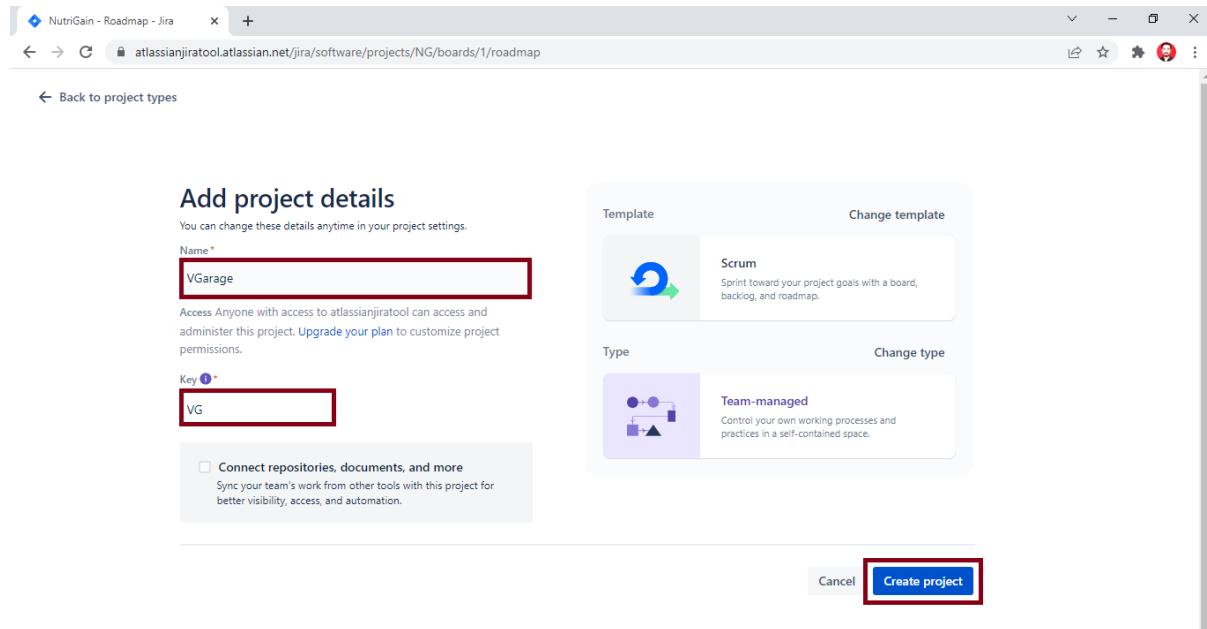
- Click on Use template

The screenshot shows the detailed view of the Scrum template. It includes sections for "Plan upcoming work in a backlog", "Organize cycles of work into sprints", and "Next: Select a project type". The "Use template" button at the top right is highlighted with a red border.

- Click on Select a team-managed project.



- Enter Project Name, Key and click on create project button.



- Now you can see the project dashboard

The screenshot shows the Jira Agile board interface for the 'VG board'. The left sidebar has a red box around the 'Board' option under the 'PLANNING' section. The main board area has three columns: 'TO DO', 'IN PROGRESS', and 'DONE'. A large message in the 'TO DO' column says: 'You haven't started a sprint yet. You can't do anything on your board because you haven't started a sprint yet. Go to the backlog to plan and start a sprint.' There is a 'Snipping Tool' watermark at the bottom of the board area.

1. How to create Epic?

Select the project first

Click on Roadmap, once you click on Roadmap you will get new screen like,

The screenshot shows the Jira Roadmap interface for the 'VG project'. The left sidebar has a green box around the 'Roadmap' option under the 'PLANNING' section. The main area is titled 'Roadmap' and shows a grid for the months of FEB, MAR, APR, and MAY. A text input field in the first row of the grid is highlighted with a green box. The bottom navigation bar shows 'Today', 'Weeks', 'Months' (which is selected), and 'Quarters'.

Click on Create Epic.

The screenshot shows the Jira Roadmap interface for the 'VGarage' project. On the left, there's a sidebar with 'Planning' (Roadmap, Backlog, Board, Reports) and 'Development' (Code, Project pages, Add shortcut, Project settings). The main area is titled 'Roadmap' and shows a timeline from February to May. A green box highlights the 'Epic' column in February, specifically the '+ Create Epic' button. The bottom right shows navigation buttons for Today, Weeks, Months (which is selected), and Quarters.

Now you have to click on TEXT BOX [What needs to be done?] and enter Epic name and press Enter Key.

The screenshot shows the Jira Roadmap interface after creating an Epic. The 'Epic' column in February now contains a purple box with the text 'VGarage_Epic_001'. The rest of the interface remains the same, with the 'Months' button still selected at the bottom right.

Now you will see Created Epic like,

The screenshot shows the Jira Roadmap interface for the 'VGarage' project. On the left, a sidebar menu includes 'Roadmap' (which is selected), 'Backlog', 'Board', 'Reports', 'Code', 'Project pages', 'Add shortcut', and 'Project settings'. Below this, a note says 'You're in a team-managed project' with a 'Learn more' link. The main area is titled 'Roadmap' and shows a timeline from FEB to MAY. An 'Epic' card for 'VG-11 VGarage_Epic_001' is expanded, revealing a child 'User Story' card with the text 'What needs to be done?'. A green box highlights the Epic card, and a blue box highlights the user story card.

2. How to create user story under Epic?

Click on [+] sign of Epic

Enter user story name in TEXT BOX [What needs to be done?] and press Enter Key.

Once user story gets created now, you can add fields like Description, Priority, Story points for that user story.

This screenshot is similar to the previous one but shows the state after a new user story has been created. The 'Create child issue' button next to the Epic card has turned black, indicating it has been used. A new user story card with the text 'Create child issue' is now visible below the original user story card.

To add Description, Priority, Story points and Assignee to user story simply, right click on particular user story [VG-13 Registration].

Select option like, open link in new tab.

Now you will get interface like,

The screenshot shows the Jira Software interface for the 'VG-13 Registration' user story. The 'Description' field contains the following text:

Description:
As a first time visitor to the Internet banking website,
I want to register my account,
so I can login to the application

Acceptance Criteria:
After launching URL of application VGารage, On Homepage I should be getting Login option along with Hyperlink as signup/register.
Clicking on signup/registration button a new popup should open with basic details of user.
It should contain First Name, Last Name, Email ID, Mobile Number etc.

The 'Details' panel on the right shows the following information:

- Priority: Medium
- Assignee: vivekharalikar94
- Labels: None
- Sprint: None
- Story point estimate: 2
- Reporter: vivekharalikar94

Created 36 minutes ago Updated 36 minutes ago

Now you can see all Epics and User stories in Product backlog, by clicking on BACKLOG option

The screenshot shows the Jira Software interface for the 'Backlog' section. The backlog list includes:

- VG-13 Registration [VGARAGE_EPIC_001]
- VG-14 Login [VGARAGE_EPIC_001]
- VG-15 View and edit user profile [VGARAGE_EPIC_001]
- VG-16 Services [VGARAGE_EPIC_001]
- VG-17 Gallery [VGARAGE_EPIC_001]
- VG-19 About Us [VGARAGE_EPIC_002]
- VG-20 Contact Us [VGARAGE_EPIC_002]
- VG-21 Logout [VGARAGE_EPIC_002]

Each item in the backlog has a status indicator (e.g., TO DO, IN PROGRESS) and an assignee listed next to it.

3. How to Create SPRINT and How to pull user stories from PRODUCT BACKLOG to SPRINT BACKLOG?

- Go to Backlog
- Click on create sprint

The screenshot shows the Jira Software interface for the VGarage project. The left sidebar has a 'Backlog' menu item highlighted with a red box. The main area displays a backlog of issues under an 'Epic' named 'VGarage_Epic_01'. The backlog includes four issues: VG-6 Registration, VG-7 Login, VG-8 View and Edit user Profile, and VG-9 Services of VGarage. At the top right of the backlog list, there is a 'Create sprint' button.

Issue ID	Issue Name	Status	Priority
VG-6	Registration	TO DO	Low
VG-7	Login	TO DO	Low
VG-8	View and Edit user Profile	TO DO	Low
VG-9	Services of VGarage	TO DO	Low

- Now you have to DRAG and DROP user stories from PRODUCT BACKLOG to SPRINT BACKLOG
- In given screen shot I have pull 3 user stories from PRODUCT BACKLOG and put into SPRINT BACKLOG

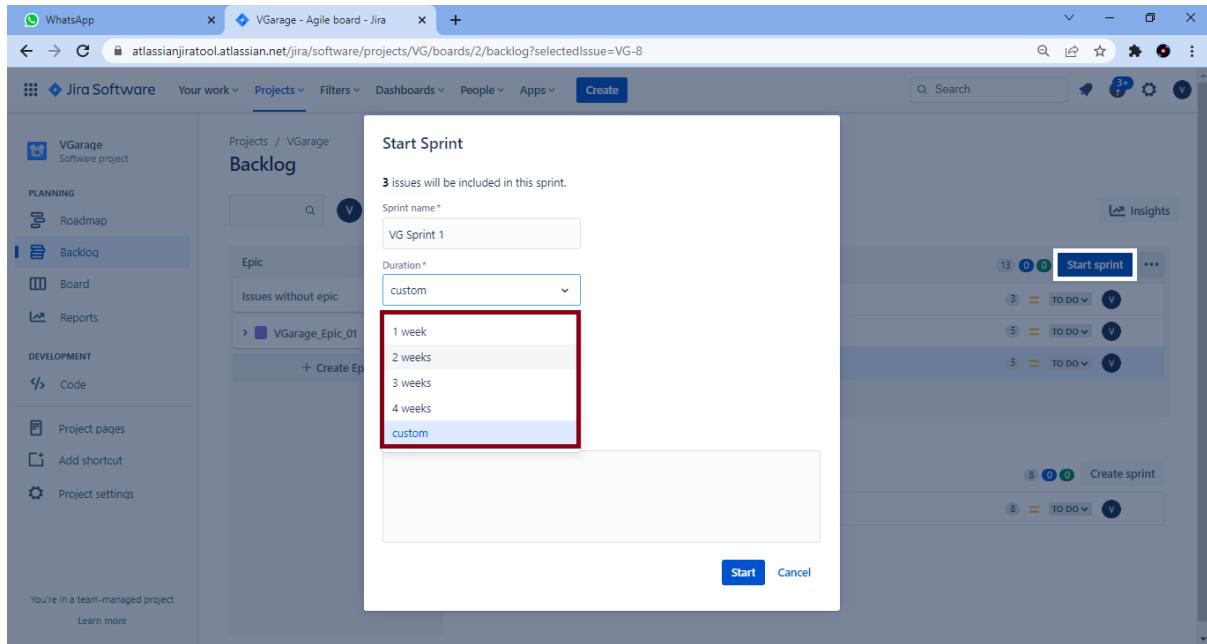
NOTE: You should pull only those user stories which are at top of PORDUCT BACKLOG and it has RATINGS [Story points]

This indicated that we have groom or refine that user stories in PRODUCT BACKLOG REFINMENT MEETING.

4. How to start sprint?

- Click on Start Sprint button and you will get new window like,
- Click on dropdown list Duration, you will get various option like, 1 week, 2 weeks, 2 weeks, 2 weeks and custom.
- Select any one of the above and also you can add sprint goal.
- Click on Start button and your sprint gets started.

NOTE: Your sprint duration in AGILE METHODOLOGY is compulsory between 1 week to 4 week.



- Once you click on Start your sprint gets started along with 2 weeks of time.

Now you can see all the activities in sprint:

- How many days are remains to complete sprint.
- How many issues are there in TO DO, IN PROGRESS and DONE.
 - ❖ TO DO: Work not started on user story
 - ❖ IN PROGRESS: Working on user story
 - ❖ DONE: Story is completed

The screenshot shows the Jira Software interface for the project 'VG Garage'. On the left, a sidebar lists project management options like Planning, Backlog, and Board. The 'Board' option is selected and highlighted with a red box. The main area displays an Agile board with three columns: 'TO DO 3 ISSUES', 'IN PROGRESS', and 'DONE'. The 'DONE' column is also highlighted with a red box. Under each column, there is a list of user stories. The 'DONE' column contains three items: 'Registration' (VG-6), 'Login' (VG-7), and 'View and Edit user Profile' (VG-8). In the top right corner of the board area, there is a small notification bubble with the text '9 days remaining'.

- If are working on user story then its status change from TO DO to IN PROGRESS.We have to DRAG and DROP such user story into IN PROGRESS.

The screenshot shows the Jira Software interface for a project named 'VG Garage'. On the left, a sidebar lists project management options like Planning, Backlog, and Board. The 'Board' option is selected. The main area displays an 'Agile board' titled 'VG Sprint 1'. It features three columns: 'TO DO 2 ISSUES', 'IN PROGRESS 1 ISSUE', and 'DONE'. In the 'TO DO' column, there are two user stories: 'Login' (VG-7) and 'View and Edit user Profile' (VG-8). In the 'IN PROGRESS' column, there is one user story: 'Registration' (VG-6). The 'DONE' column is currently empty. A status bar at the bottom indicates '9 days remaining'.

- Now, the particular user story gets completed then we will change its status from IN PROGRESS to DONE and similarly DRAG and DROP such user story from IN PROGRESS to DONE.

This screenshot shows the same Agile board after the 'Registration' user story has been moved to the 'DONE' column. The 'DONE' column now contains the 'Registration' card, which is highlighted with a red border. The other user stories remain in their respective columns: 'Login' in 'TO DO' and 'View and Edit user Profile' in 'TO DO'.

- Same process we will do for rest of the user stories and its status will gets changed from TO DO or IN PROGRESS to DONE

The screenshot shows the Jira Agile board interface for the 'VG Garage' project. On the left, a sidebar lists project management options like Planning, Backlog, and Board. The main area displays 'VG Sprint 1' with columns for 'TO DO', 'IN PROGRESS', and 'DONE'. The 'DONE' column is highlighted with a red border and contains three items: 'Registration' (VG-6), 'Login' (VG-7), and 'View and Edit user Profile' (VG-8). Each item has a green checkmark icon.

- Once all the user stories gets completed, simply you have to click on Complete sprint button and you will get congratulations popup window which means you have completed your SPRINT.

The screenshot shows a 'Complete VG Sprint 1' confirmation dialog box overlaid on the Jira board. The dialog features a gold star badge and the text: 'This sprint contains 3 completed issues. That's all of them - well done!'. It includes a large blue 'Complete sprint' button and a 'Cancel' button. The background board shows the same sprint structure as the previous screenshot, with the 'DONE' column still highlighted.

- Now you can check PRODUCT BACKLOG,

The screenshot shows the Jira Software interface for the 'VGarage' project. The left sidebar includes links for WhatsApp, Jira Software, Your work, Projects (selected), Filters, Dashboards, People, Apps, Create, and Insights. The main area displays the 'Backlog' for the 'VGarage' project. A sidebar on the left lists 'PLANNING' (Roadmap, Backlog, Board, Reports), 'DEVELOPMENT' (Code, Project pages, Add shortcut, Project settings), and a note about being in a team-managed project. The backlog view shows an 'Epic' section for 'VG Sprint 1' (2 Mar – 16 Mar) containing three issues: 'VG-6 Registration', 'VG-7 Login', and 'VG-8 View and Edit user Profile', all marked as 'DONE'. Below this is a 'Backlog' section with one issue: 'VG-9 Services of VGarage', marked as 'TO DO'.

5. How to see issues types and how to add Priority feature for user story?

- Click on Board and then select option like Configure board

- New window will appear where you will get one option like Issue Types click on same.

- Once you click Issue types you will get interface like,
- Simply, DRAG Priority field and DROP above Assignee field and save changes.

The screenshot shows the Jira Software interface for configuring issue types. On the left, the 'Issue types' sidebar has 'Story' selected and highlighted with a red box. In the main panel, the 'Description fields' section contains 'Summary' and 'Description'. The 'Context fields' section contains 'Status' and 'Assignee', which is also highlighted with a red box. On the right, a 'Fields' panel lists various types: Short text, Paragraph, Date, Number, Time stamp, Labels, Dropdown, Checkbox, People, and Dependent dropdown. Below this, a 'Previously-created fields' section lists 'Priority' (also highlighted with a red box) and other fields like Due date, Original estimate, Environment, Time tracking, and Start date.

RESULT:

The screenshot shows the Jira Software interface after saving changes. The 'Priority' field is now selected and highlighted with a red box. The 'Save changes' button is visible at the bottom right of the main panel.

6. How to confirm Priority field is added for story or not?

Click on Create button and you will see Priority field.

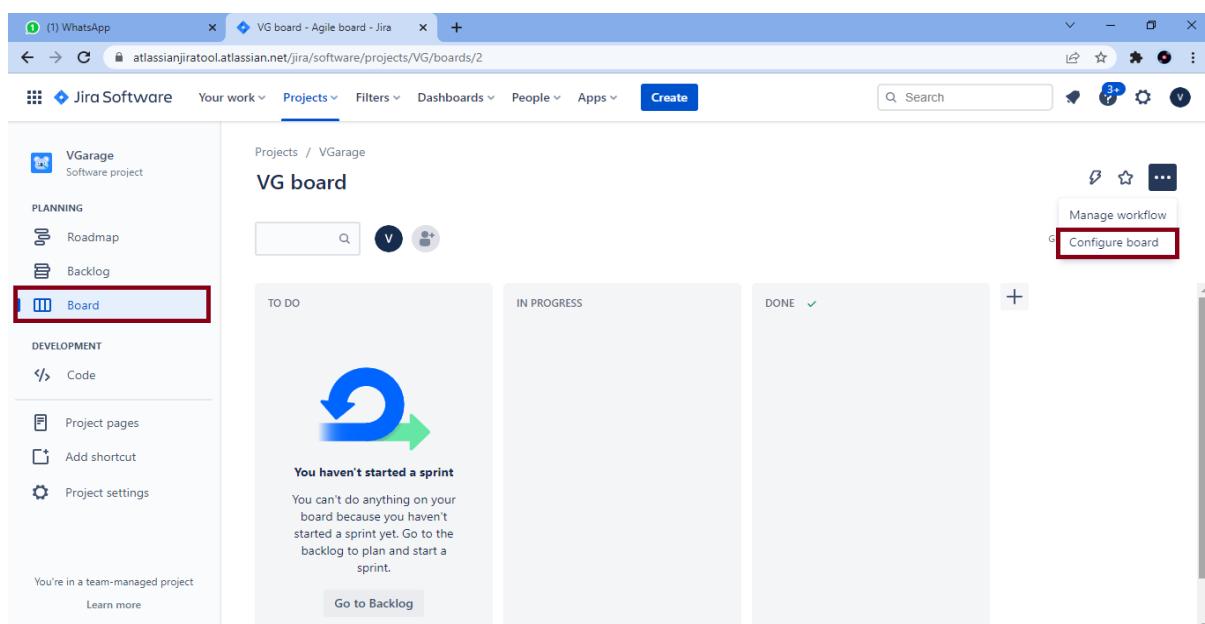
The screenshot shows the Jira Software interface for managing issue types. On the left, there's a sidebar with project settings and issue types (Epic, Bug, Story, Task, Subtask). The 'Story' type is selected. The main area shows 'Description fields' (Summary, Description) and 'Context fields' (Status, Priority, Assignee, Labels, Sprint). A large panel on the right is titled 'Fields' and contains a grid of field types: Short text, Paragraph, Date, Number, Time stamp, Labels, Dropdown, Checkbox, People, and Dependent dropdown. Below this is a section for 'PREVIOUSLY-CREATED FIELDS' with a 'Due date' option.

This screenshot shows the 'Create issue' dialog for a 'Story' type. It includes fields for 'Summary' and 'Description' (with rich text editor), and a 'Priority' dropdown menu which is set to 'Medium'. Other options in the dropdown include 'Low', 'Normal', and 'High'. The dialog also has a 'Create another issue' checkbox and 'Create' and 'Cancel' buttons.

7. How to enable Report Option in JIRA tool?

Team-managed JIRA Software projects contain the following reports:

- The **burnup report** tracks how your team did when comparing the work completed in a sprint with the work you planned to complete. It requires the **Sprints** feature to be enabled. Learn more about the burn up report.
- The **cumulative flow diagram** helps you identify bottlenecks in your project's work by showing how long issues stayed in each of your statuses. Learn more about the cumulative flow diagram.
- The **velocity report** breaks down how much work your team was able to complete over a period of time to help you plan your next sprint. It requires the **Sprints** feature to be enabled. Learn more about the velocity report.
- The **sprint burndown chart** shows how much work has been completed in a sprint against what's remaining. It can help you predict and avoid scope creep. It requires the **Sprints** feature to be enabled. Learn more about the sprint burndown chart.
- Click on Board and then select option like Configure board



- Once you click on Configure board, a new screen will appear where you will see one option like, Features, Reports.

- Enable the toggle key of Reports.
- Once you enable Reports toggle key you will get Reports option on your Dashboard/Home screen of JIRA tool.

The screenshot shows the 'Features' section of the Jira project settings. On the left sidebar, the 'Features' link is highlighted with a red box. In the main content area, there are four sections: 'Roadmap' (switched on), 'Backlog' (switched on), 'Board' (switched off), and 'Reports' (switched off). The 'Reports' section includes a description: 'Analyze and track your team's work by reporting on the project's activity. Learn more about Reports'. A red circle highlights the toggle switch for the 'Reports' feature.

- Updated Dashboard of JIRA tool:

The screenshot shows the 'VG board' dashboard. On the left sidebar, the 'Reports' link is highlighted with a red box. The main content area displays a 'TO DO' column with a large blue circular arrow icon and the text 'You haven't started a sprint'. It also shows 'IN PROGRESS' and 'DONE' columns. The top right corner of the dashboard has a 'GROUP BY' dropdown set to 'None'.

Poker planning

Pre – requisite for poker planning estimation technique to be started:

- 1.create new project.
2. invite team members and create your project team.
- 3.create user story/epic.

After all the pre-requisite is ready, we can begin with poker planning estimation technique.

Go to: Apps section.

The screenshot shows the Jira Software interface. At the top, there is a navigation bar with links for 'Your work', 'Projects', 'Filters', 'Dashboards', 'People', 'Apps' (which is highlighted with a red circle), and 'Create'. Below the navigation bar, there is a search bar and a 'Create project' button. The main area is titled 'Projects' and shows a table with one row. The table columns are 'Name*', 'Key', 'Type', and 'Lead'. The single project listed is 'School Management Software' with key 'SMS', type 'Team-managed software', and lead 'Ayoti K'. There is also a 'More' button at the end of the table row.

In app section go to “explore more apps” section and search for “planning poker”.

The screenshot shows the Jira Marketplace search results for the term 'poker'. A red box highlights the search input field containing 'poker'. Below the search bar, there are filters for 'Top trending' (unchecked), 'Free for all teams' (unchecked), and 'More Filters'. A 'Categories' dropdown is also visible. The results section shows 16 results, with three items displayed:

- Planning Poker ®** by Apptire: Top-rated Planning Poker app that facilitates agile team discussion aimed at reaching accurate and consensus-based estimations. It has a 4.5-star rating from 109 reviews and is Cloud Fortified.
- Magic Estimations - Free Jira app with Planning Poker sizing** by Tech-5: Intuitive app for backlog estimation for agile teams. Includes Magic Estimation, Planning Poker, and Relative game modes. It has a 4.5-star rating from 11 reviews and 1.1k installs.
- Agile Poker for Jira - planning & estimation** by Apptire: More than a planning poker. Flexible toolkit that gives teams a choice of estimation methods for refinement and planning. It has a 4.5-star rating from 98 reviews and is Cloud Fortified.

Select planning poker.

The screenshot shows the Jira Marketplace product page for 'Planning Poker ®' by Apptire. A red box highlights the product card for 'Planning Poker ®'. A blue arrow points to this card from the left. To the right of the card, a red arrow points towards the 'Added' status indicator. The product card displays the following information:

- Planning Poker ®** by Apptire
- 4.5 ★★★★ (109)
- CLOUD FORTIFIED

Below the card, there are 'Overview' and 'Support' tabs. The 'Overview' tab contains the text: 'Top-rated Planning Poker app that facilitates agile team discussion aimed at reaching accurate and consensus-based estimations'. To the right of this text is a large blue 'PRODUCT OVERVIEW' section featuring a video player with the title 'Planning Poker for Jira' and the Apptire logo.

Now again go to apps section here you can see poker planning is added to our Jira Board.

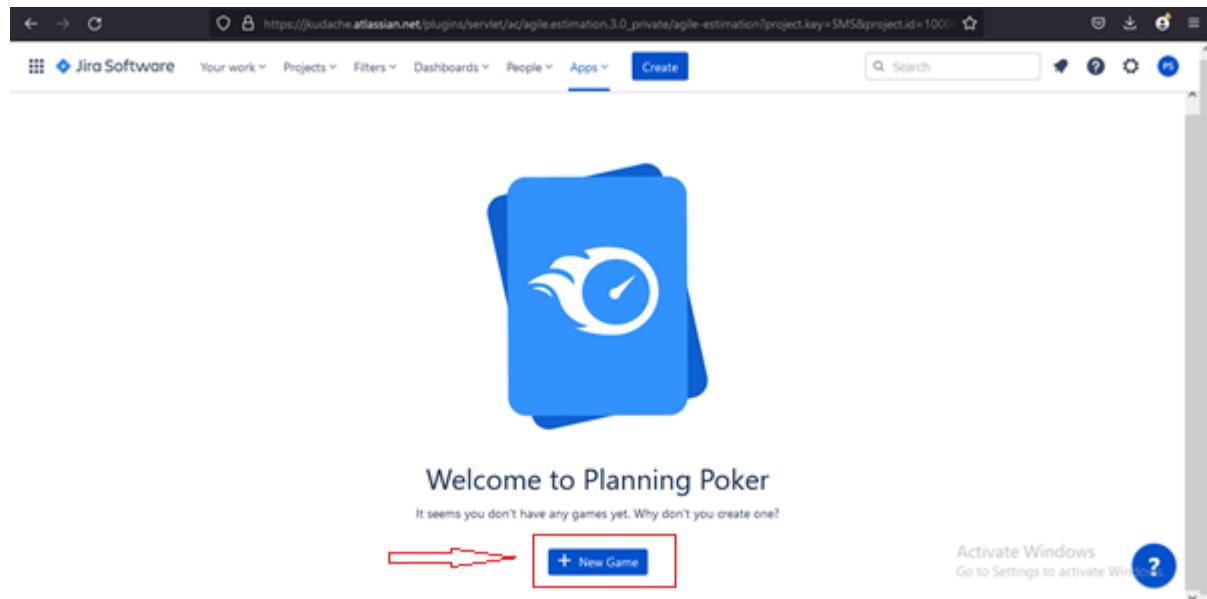
The screenshot shows a Jira project board for 'School Management Software'. A red box highlights the 'Planning Poker' app icon in the 'YOUR APPS' section of the right sidebar. The board has two columns: 'TO DO' and 'IN PROGRESS'. The 'TO DO' column contains a large blue circular icon with a white arrow pointing right and a green arrow pointing left, accompanied by the text 'You haven't started a sprint' and 'You can't do anything on your board because you haven't started a sprint yet. Go to the backlog to plan and start a sprint.' Below this is a 'Go to Backlog' button.

From here only select poker planning.

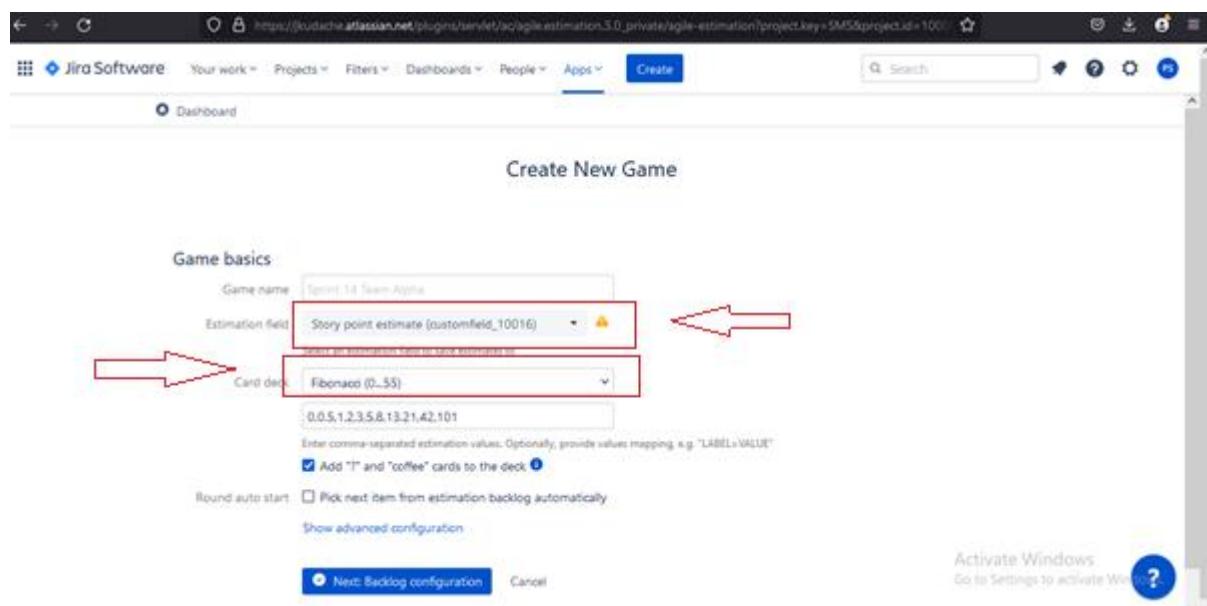
After hitting Planning poker, we come across this type of interface.

The screenshot shows the 'Planning Poker' application interface. It features a large blue card with a white clock icon in the center. Below the card, the text 'Welcome to Planning Poker' is displayed, followed by the message 'It seems you don't have any games yet. Why don't you create one?'. At the bottom left is a blue button labeled '+ New Game'. A red box highlights this button. On the right side, there is a purple button labeled 'Activate Windows' with the subtext 'Go to Settings to activate Windows'.

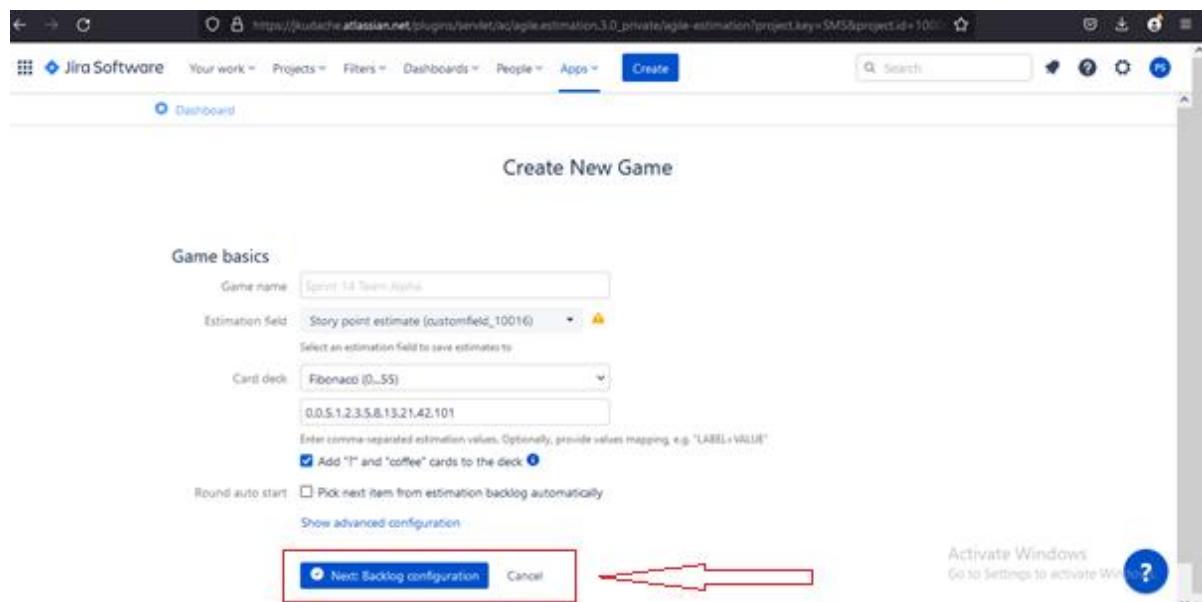
Here select “new game”.



Select the options as mentioned below.



Now hit “next: backlog configuration”.



Now select story which has to be estimated.

For example, we have selected "SMS-19".

Now hit "next: start game".

Screenshot of the Jira Configure Backlog page. The backlog list shows the following issues:

KEY	SUMMARY
sms-11/SMS-20	Reminder for fees payment
sms-11/SMS-19	Generating Reports
sms-11/SMS-18	Student can pay exam fee
sms-11/SMS-17	Student can pay transport fees
sms-11/SMS-16	Student can pay tuition fees
SMS-15	Finance

At the bottom, there are "Next: Start game" and "Back" buttons.

Now, see here in this case as I have started the poker game, I am visible in participant. But in real scenario scrum master will invite members to participate.

The screenshot shows the Jira Agile Estimation 3.0 interface. At the top, there's a header with 'Jira Software' and various navigation links like 'Dashboard', 'Change game admin', 'Game configuration', 'Backlog configuration', 'Restart game', 'Finish game', 'Sound: off', 'Become spectator', and 'Share game'. Below the header, a message says 'Choose an issue to estimate or... Estimate the first backlog issue'. On the right, there's a sidebar with 'ESTIMATED POINTS' (0) and 'PARTICIPANTS' (Pritish Sahoo). The main area shows an 'Estimation backlog' table with columns for 'T', 'P', 'KEY', 'SUMMARY', 'EPIC', and 'ESTIMATE'. Several backlog items are listed, each with an 'Estimate now' button. A red box highlights the 'PARTICIPANTS' section. Another red box highlights the 'Estimate now' buttons in the backlog table.

So, we will invite other members to participate in this poker planning estimation game by doing following steps:

1. Select “peoples”.

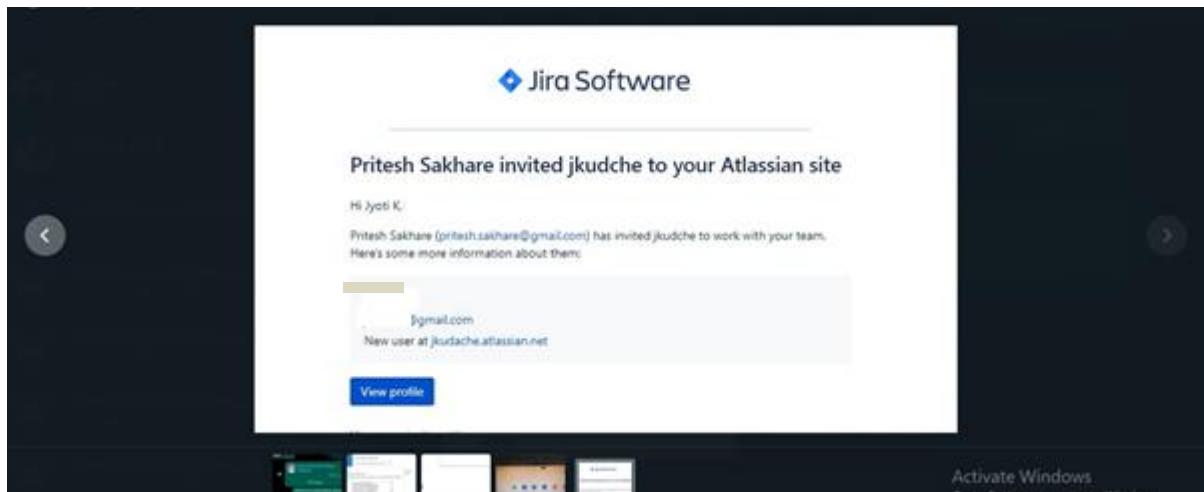
The screenshot shows the 'Create New Game' page. At the top, there's a header with 'Jira Software' and a 'Projects' dropdown menu, which is highlighted with a red box. Below the header, there's a title 'Create New Game'. The main form is titled 'Game basics' and contains fields for 'Game name' (set to 'Sprint 14 Team Alpha'), 'Estimation field' (set to 'Story Points (customfield_10028)'), 'Card deck' (set to 'Fibonacci (0..55)'), and 'Round auto start' (with an unchecked checkbox for 'Pick next item from estimation backlog automatically'). There's also a 'Show advanced configuration' link. A red arrow points from the text 'Select your team member in search field.' to the search bar in the 'Game basics' section.

2. Type your team member in search field.

The screenshot shows the 'Game basics' configuration screen for a poker planning estimation game. It includes fields for 'Game name' (Sprint 14 Team Alpha), 'Estimation field' (Story Points (customfield_10028)), 'Card deck' (Fibonacci (0...55) with values 0,0.5,1,2,3,5,8,13,21,42,101), and a checkbox for adding 'I' and 'coffee' cards to the deck. A red box highlights the 'Search people and teams' input field.

In this case I invited “Jyoti”and requested to join poker planning estimation game.

Likewise, we can invite other team members to participate in poker planning estimation game.



Now here showing participants as highlighted.

Here there are three participants participating in poker planning estimation game.

Type: Story | Status: To Do | Priority: Medium | Reporter: Jyoti K. | Assignee: None | Project: School Management Software | Epic: Finance | Estimate: 0
SMS-20: Reminder for fees payment

Suggested: n/a | Average: n/a

Activate Windows
Go to Settings to activate Windows

Estimated context will appear here

Hover over a card to see issues from the same project that were estimated with the same score

BACKLOG (19)

T	P	KEY	SUMMARY	EPIC	ESTIMATE
<input checked="" type="checkbox"/>	=	sms-15 / SMS-19	Generating Reports	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-15 / SMS-18	Student can pay exam fee	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-15 / SMS-17	Student can pay transport fees	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-15 / SMS-16	Student can pay tuition fees	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	SMS-15	Finance		<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-14 / SMS-14	Delete Staff attendance	ATTENDANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-14 / SMS-13	Updating Staff Attendance	ATTENDANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-14 / SMS-12	Adding Staff Attendance	ATTENDANCE	<input type="button" value="Estimate now"/>

Now select the story form Backlog which has to be estimated in poker planning estimation game.

For example, we have selected SMS-19.

Estimation context will appear here

Hover over a card to see issues from the same project that were estimated with the same score

BACKLOG (19)

T	P	KEY	SUMMARY	EPIC	ESTIMATE
<input checked="" type="checkbox"/>	=	sms-15 / SMS-19	Generating Reports	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-15 / SMS-18	Student can pay exam fee	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-15 / SMS-17	Student can pay transport fees	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-15 / SMS-16	Student can pay tuition fees	FINANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	SMS-15	Finance		<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-14 / SMS-14	Delete Staff attendance	ATTENDANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-14 / SMS-13	Updating Staff Attendance	ATTENDANCE	<input type="button" value="Estimate now"/>
<input checked="" type="checkbox"/>	=	sms-14 / SMS-12	Adding Staff Attendance	ATTENDANCE	<input type="button" value="Estimate now"/>

Now hit “Estimate now”.

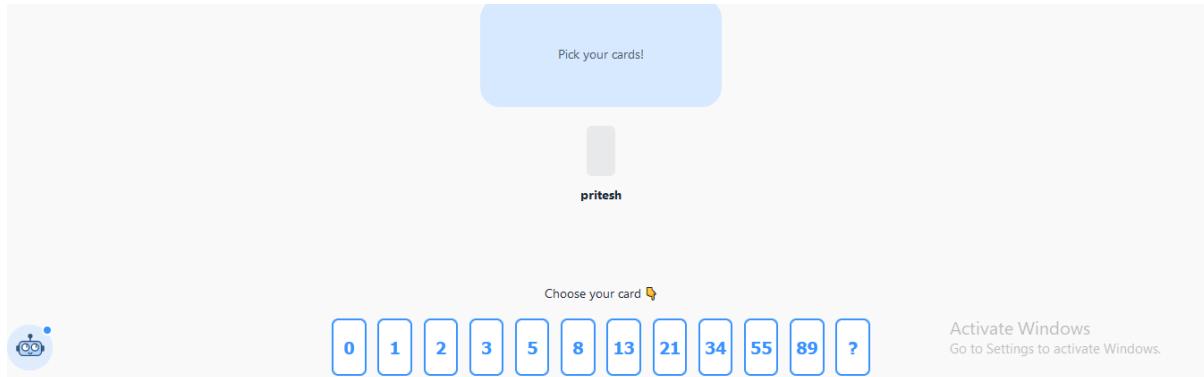
The screenshot shows a Jira backlog for project 'BAC000G (19)'. A red arrow points to the 'Estimate now' button for the first issue, which is a story titled 'Generating Reports' (key: SMS-19). The backlog includes several other stories such as 'Student can pay exam fee', 'Student can pay transport fees', and 'Student can pay tuition fees'. To the right, there's a summary box for 'ESTIMATED POINTS' (0) and 'PARTICIPANTS' (PRITISH SAHARE, KIRAN PADAWAL, YOTI K).

After hitting “Estimate now” we can see this type of interface.

In this hit “Open cards”.

The screenshot shows the details of the 'SMS-19: Generating Reports' issue. A red arrow points to the 'Open cards' button at the bottom of the card. The card displays information like Type: Story, Status: To Do, Priority: Medium, Reporter: Yot K, Assignee: None, Project: School Management Software, Epic: Finance, Estimate: 0. Below the card, there are 'ADMIN ACTIONS' buttons for Create sub-task, Start countdown (45), Skip & postpone, and Skip & remove. A message at the bottom right says 'Activate Windows Go to Settings to activate Windows'.

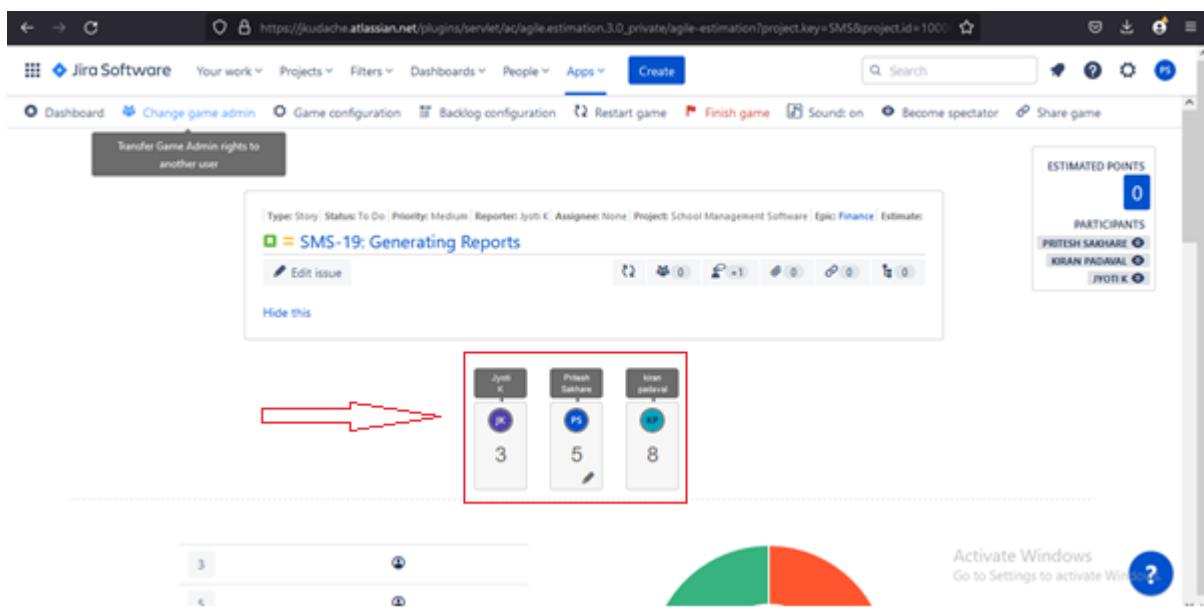
As long as we start game, we get this type of interface where every team member chooses one card and give their ratings.



Here it is short video explaining poker planning estimation game.

<https://planningpokeronline.com/static/planning-poker-voting-5922e842986b1c8f927b6b1e1c217174.webm>

After hitting poker card there is 45 seconds timer will run (we have to give points in that 45 second only) and after that all points of member is shown as mention below picture.



Since in this case all points of each member are varying, so the host that is scrum master will enquire about ratings and will allow members to replay poker planning estimation game after discussion of points. So that after at last step all the points given by each member should be same.

Here team members “replay” poker planning estimation game after discussion on points.

Here in this case one of team members changed estimate points to “8” in second round, by agreeing one of team members explanation over his reason for rating 8 points.

But since there is no common points so after further discussion on ratings we “replay” again and we got common story points.

we have got common story points. So we can proceed with “save estimation”.

The screenshot shows the Jira Agile Estimation interface. At the top, there are three cards for participants Pritesh Sakhare, Jyoti K, and Kiran Padawal, each with a value of 8. Below this, a summary section shows an average of 8.0. A red arrow points from the "Save Estimation" button to this summary section. To the right, a donut chart also displays the value 8. On the far right, a sidebar shows the estimated points (0), participants (Pritesh Sakhare, Jyoti K, Kiran Padawal), and a note: "Activate Windows Go to Settings to activate Windows".

After hitting “save estimation” we get below mention type of interface where we get estimated points.

The screenshot shows the Jira interface with a list of issues on the left and their estimated points on the right. The issues listed are: Create Faculty Login Page (svs-1 / SMS-6), Parent Should be able to Reset Password (svs-1 / SMS-5), Create Parent Login Page (svs-1 / SMS-4), Student should be able to Reset Password (svs-1 / SMS-3), Create Student Login page. (svs-1 / SMS-2), and Student Attendance Sub Module (SMS-1). To the right, a sidebar shows the estimated points (8), participants (Pritesh Sakhare, Kiran Padawal, Jyoti K), and a note: "Activate Windows Go to Settings to activate Windows". A red arrow points to the "Estimated Points" section.

Now in “Backlog” we can see that story is rated with 8 points.

The screenshot shows the Jira Software interface for a project titled "School Management S... Software project". The left sidebar has a "Backlog" section selected. The main area displays a backlog of issues with the following details:

Issue ID	Description	Priority	Points
SMS-12	Adding Staff Attendance	ATTENDANCE	10.00
SMS-13	Updating Staff Attendance	ATTENDANCE	10.00
SMS-14	Delete Staff attendance	ATTENDANCE	10.00
SMS-16	Student can pay tuition fees	FINANCE	10.00
SMS-17	Student can pay transport fees	FINANCE	10.00
SMS-18	Student can pay exam fee	FINANCE	10.00
SMS-19	Generating Reports	FINANCE	8.00
SMS-20	Reminder for fees payment	FINANCE	10.00

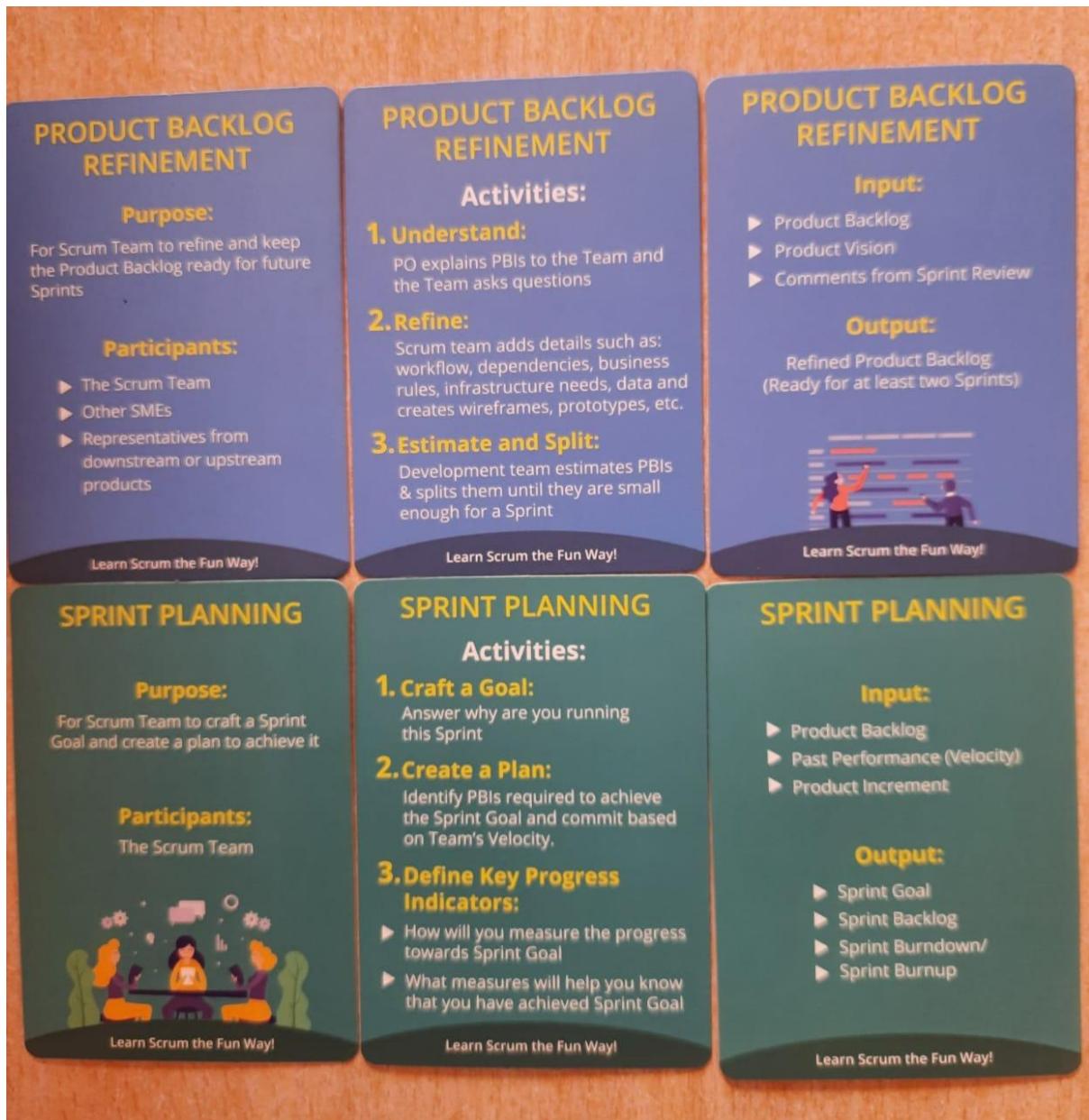
A red box highlights the row for issue SMS-19, which has a priority of "P5" and 8.00 points. A red arrow points to the "Edit" icon in the same row. The right side of the screen shows a sidebar with "Activate Workflows", "Go to Settings", and a "Quickstart" button.

Here is link for more understanding:

<https://youtu.be/TxSzo3lwwWQ>



<h3 style="margin: 0;">SPRINT REVIEW</h3> <p>Purpose:</p> <ul style="list-style-type: none"> ▶ A formal opportunity to review the work done in a Sprint with Stakeholders to test assumptions, fail faster and learn about user needs ▶ Helps reduce the risk of building an unused product and cost of delay (sunk cost, opportunity cost, etc.) <p>Participants:</p> <ul style="list-style-type: none"> ▶ The Scrum Team ▶ Field Engineers ▶ Sponsors ▶ Sales Folks ▶ Customers ▶ Anyone who can provide feedback ▶ End Users <p style="font-size: small; margin-top: 10px;">Learn Scrum the Fun Way!</p>	<h3 style="margin: 0;">SPRINT REVIEW</h3> <p>Activities:</p> <ol style="list-style-type: none"> 1. Set the Stage: Product Owner explains the Sprint Goal, what is done and not done 2. Demo: Development Team demos Product Increment and Stakeholders provide feedback 3. Forecast: Product Owner discusses the Product Backlog as it stands today and projected completion date <p style="font-size: small; margin-top: 10px;">Learn Scrum the Fun Way!</p>	<h3 style="margin: 0;">SPRINT REVIEW</h3> <p>Input:</p> <ul style="list-style-type: none"> ▶ Product Increment ▶ Sprint Goal ▶ Release Burndown of the current release <p>Output:</p> <ul style="list-style-type: none"> ▶ Updated Product Backlog  <p style="font-size: small; margin-top: 10px;">Learn Scrum the Fun Way!</p>
<h3 style="margin: 0;">SPRINT RETROSPECTIVE</h3> <p>Purpose:</p> <ul style="list-style-type: none"> ▶ A formal opportunity to review the system (processes, structures, policies, etc.) ▶ Identify areas for improvement in upcoming Sprints to build a sustainable system that reduces production cost <p>Participants:</p> <ul style="list-style-type: none"> ▶ The Scrum Team <p style="font-size: small; margin-top: 10px;">Learn Scrum the Fun Way!</p>	<h3 style="margin: 0;">SPRINT RETROSPECTIVE</h3> <p>Action Items:</p> <ol style="list-style-type: none"> 1. Reflect Back: Scrum Team discusses how did the current Sprint go and learnings from it. Discuss issues faced during the Sprint, identify root causes and discuss action items to address them 2. Look Forward: Understand current capability of the team, look forward to the goals to be achieved and identify action items to improve the system to achieve the goals <p style="font-size: small; margin-top: 10px;">Learn Scrum the Fun Way!</p>	<h3 style="margin: 0;">SPRINT RETROSPECTIVE</h3> <p>Input:</p> <ul style="list-style-type: none"> ▶ Sprint Burndown/Sprint Burnup ▶ Impediment list ▶ Comments from Sprint Review ▶ Observations from Scrum Team <p>Output:</p> <ul style="list-style-type: none"> ▶ Action items for next Sprint  <p style="font-size: small; margin-top: 10px;">Learn Scrum the Fun Way!</p>



DAILY SCRUM

Purpose:
A formal opportunity to inspect the team's progress with respect to Sprint Goal and adapt the plan to get there

Participants:

- ▶ Development Team
- ▶ Scrum Master
- ▶ Product Owner (although optional, it's highly advisable to include them)

DAILY SCRUM

Activities:

- 1. Inspect:**
Where do we stand with respect to the Sprint Goal?
- 2. Identify:**
Are there any impediments to making progress?
- 3. Adapt:**
What should we do to achieve the Sprint Goal?

DAILY SCRUM

Input:

- ▶ Sprint Backlog
- ▶ Sprint Burndown/
- ▶ Sprint Burnup, etc.

Output:
Action items to resolve impediments

SPRINT

A timebox or a fixed span of time is called Sprint in Scrum.

A Sprint has:

- ▶ Fixed Goal
- ▶ Fixed Team
- ▶ Fixed Length
- ▶ Product Increment at the end

Maximum length of the Sprint recommended by Scrum framework is four weeks

WHY TIMEBOXING?

- 1. Expedites Pivoting:**
 - ▶ By eliminating procrastination
 - ▶ By providing frequent opportunity to get customer feedback
- 2. Enables Continuous Improvement:**
 - ▶ By measuring and learning to deliver at a sustainable pace
 - ▶ By inspecting and adapting product and system

STORY POINT

A relative unit of measure of work (not time) that indicates the development team's understanding of PBI with respect to:

- 1. Uncertainty:**
Open questions about functionality
- 2. Complexity:**
Open questions about an approach for solution
- 3. Amount of work:**
Components of work like Interfaces, Fields, Transactions, Validations, etc.

DEFINITION OF DONE

An exit criteria agreed by Product Owner and Development Team to consider a PBI done and ready to be shipped

Example:

▶ Coded	▶ Test cases written
▶ Reviewed	▶ Tested
▶ Bugs fixed	▶ Integrated
▶ Packaged	▶ Deployed
▶ Test cases automated	▶ Accepted by Product Owner, etc.

VELOCITY

Amount of work done in a sprint towards Vision

Velocity can be measured in the form of:

- ▶ Sum of story points associated with the product backlog items that are done in a sprint
- ▶ Number of product backlog items done in a sprint, etc.

SCRUM VALUES

Cross-functional Teams

Focus
Openness
Respect
Courage
Commitment

