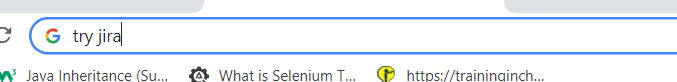
**JIRA ACCOUNT CREATION**

On google browser type, ***try Jira***

Select: Free-Jira software

Graphical user interface, text, application

Description automatically generated

Redirects to below page – Select ***Next*** here (Right bottom)

Graphical user interface, application, Word

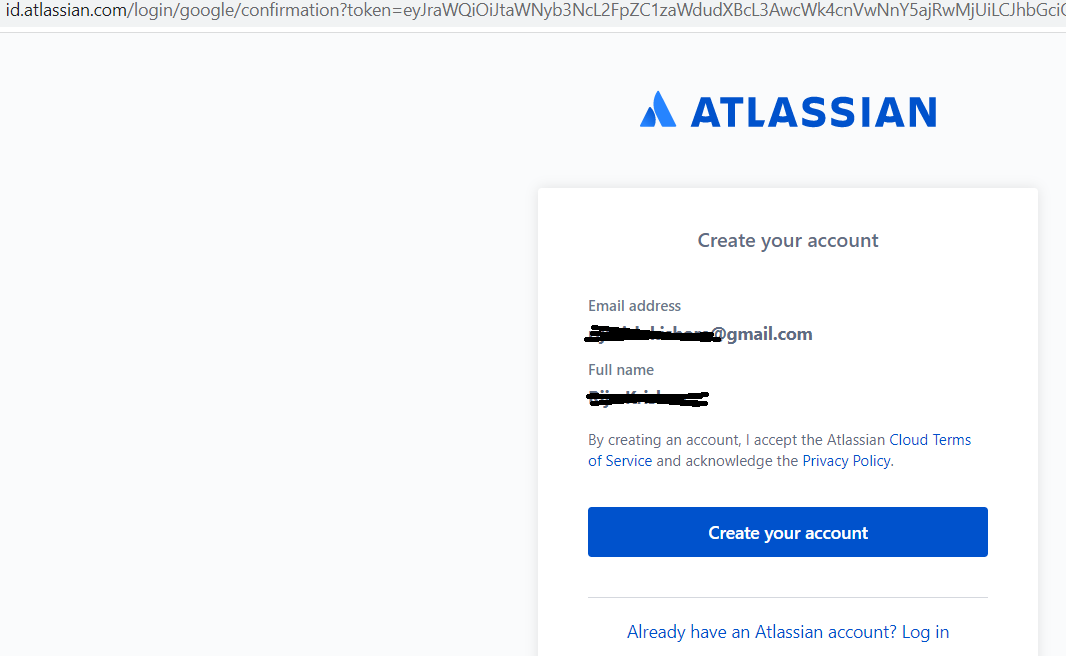
Description automatically generated

On giving Next, Choose an account to Continue – Preferably Google

Graphical user interface, text, application, email

Description automatically generated

The below page loads, post selecting email address. Hit on Create your account



**Give project name and hit on Continue**

Graphical user interface, application, Teams

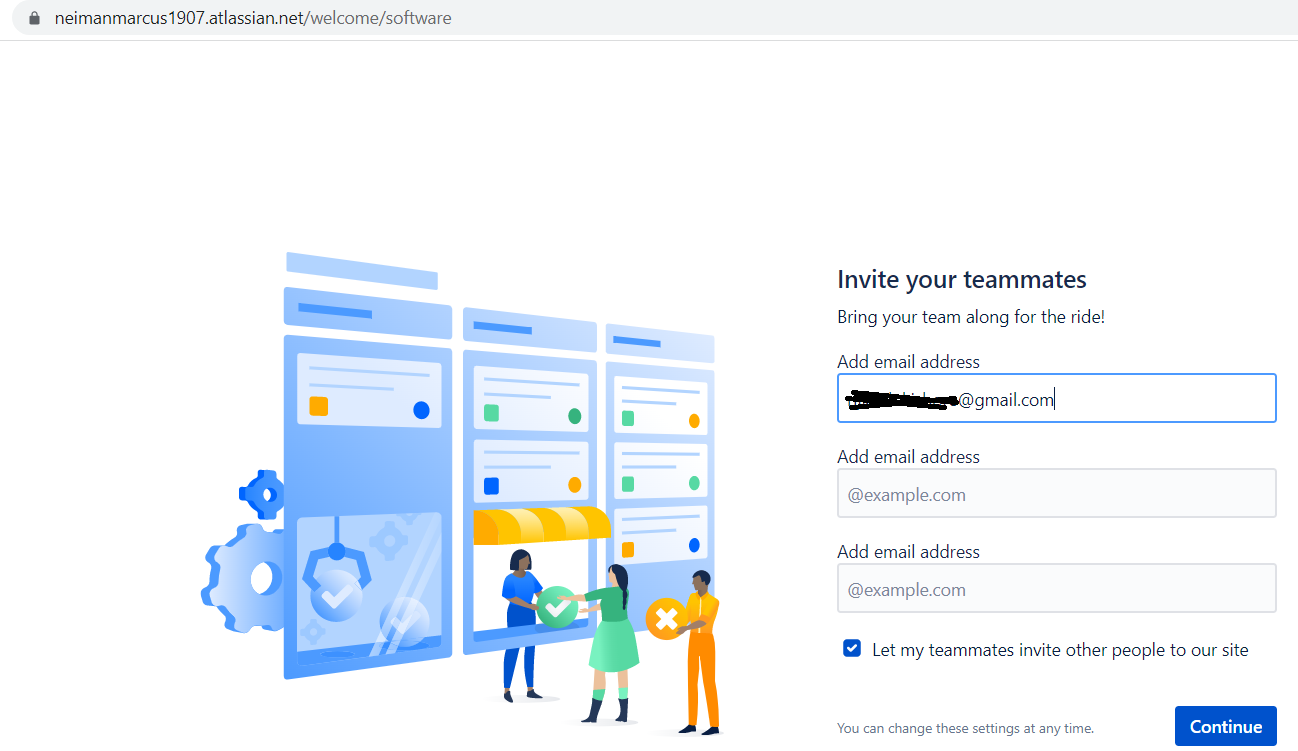
Description automatically generated

On giving continue, the below page appears. Hit on skip

Graphical user interface, text, application, chat or text message

Description automatically generated

Next page: Add registered email address if you want someone under Assignee or Assigned.



**Hit on skip:**

Graphical user interface, application

Description automatically generated

On giving skip gets redirected to the below page. **Select “Bug Tracking”**

Graphical user interface, application, Teams

Description automatically generated

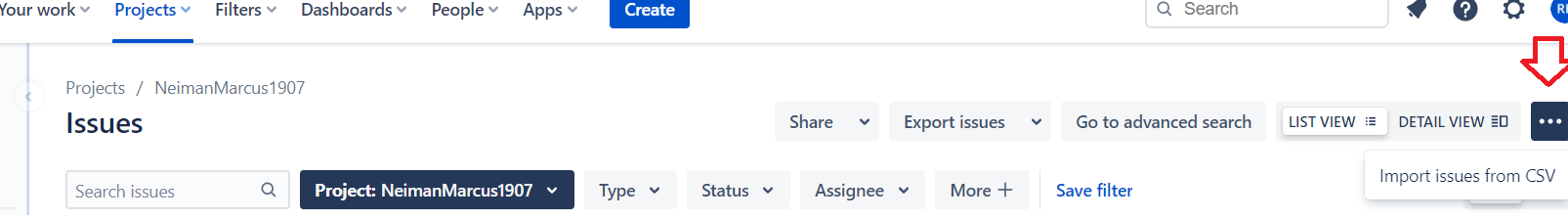
**Add project details:** Start by entering the Project Name and hit Create Project

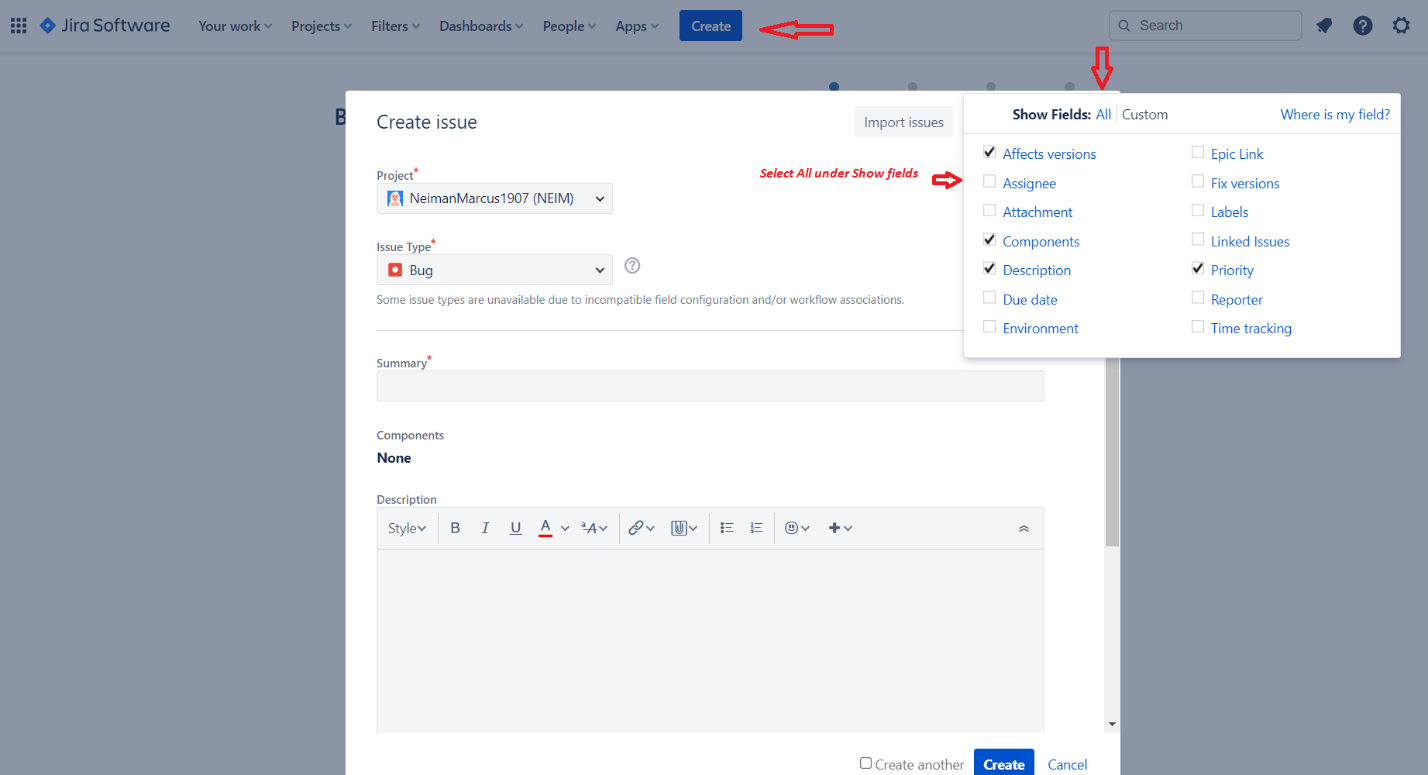
Graphical user interface, application, Teams

Description automatically generated

**HOW TO REPORT BUG IN JIRA**

Click Create. Hit three dots on top right corner and show fields, select required fields.





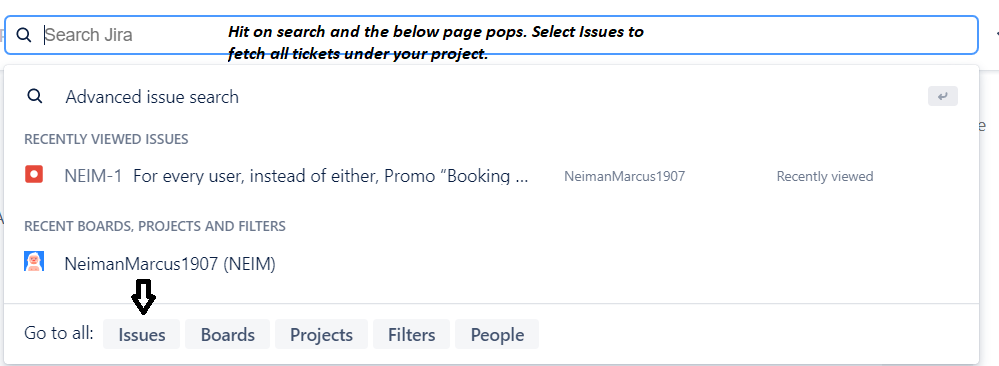
**Fill in Summary, description… Hit create**

Graphical user interface, text, application

Description automatically generated

Hit on Create.

**How to search on bugs created:**



**BUG STATUS, ASSIGNMENT AND PRIORITY**

Choose ToDo to change the bug status. Click on Unassigned adjacent to Assignee to assign to a particular induvial, select priority and severity according to impact and how soon the bug must be resolved.

