



Jira Software

Jira Software for Scrum



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Have you created your
Jira Software Cloud site?



Students choose an option



1

Scrum Board

What is Board?



- ▶ A board displays issues from one or more projects in columns that represent the team's process.
- ▶ There are three types of boards in the Jira Software.

Type of Board	For Which Teams?
Scrum board	Teams that plan their work in sprints.
Kanban board	Teams that focus on managing their WIP.
Next-gen board	Teams who are new to agile.



Creating a project also
creates a board.



Students choose an option



Who typically creates
new projects for teams?



Students choose an option



Project Key

- ▶ A project key is a unique code for your project.
- ▶ Jira Software will automatically generate a short project key in accordance with your project name.
- ▶ However, if you want to specify this auto-generated key yourself, you can change it.

Projects / USED CAR TRADER / UCT board

Backlog

Share ...

Only My Issues Recently Updated

New project with board

Project name*
New Project a

Project key*
NP b

Project lead*
Jason T c

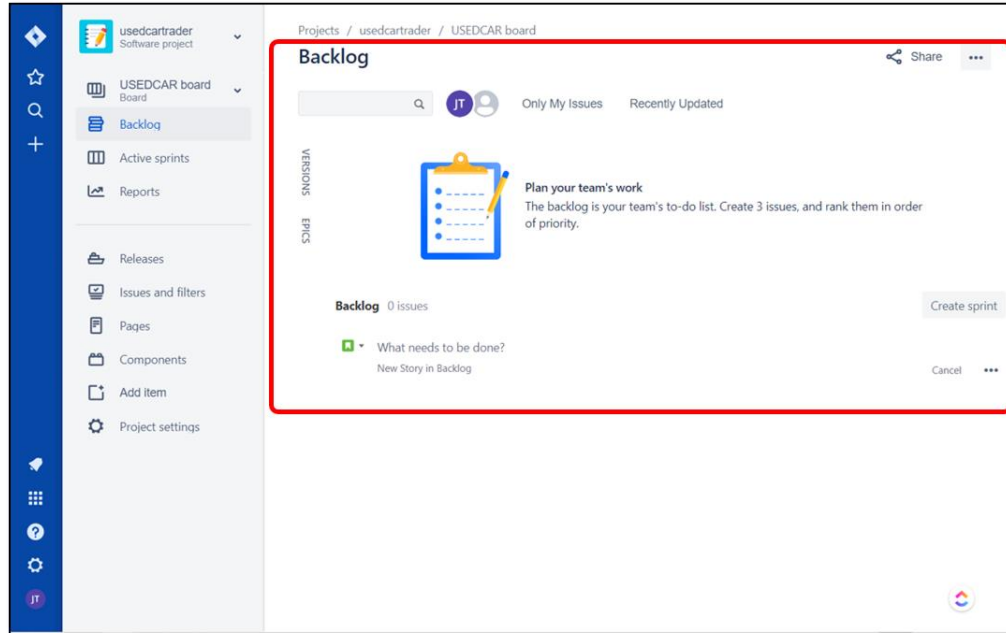
Start typing to get a list of possible matches.

Creating a project
A board will be created with your project, and will be named after your project. You can rename your board in the board settings screen.

Back **Create board** Cancel

Project settings

Scrum Backlog



- ▶ A backlog is a list of issues that can be created for your project.
- ▶ You can create issues and sprints in the backlog.
- ▶ Then, you can add issues to a sprint so that your team can work on it.



All members of the team can
view and use the boards.





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Introduction to Issues

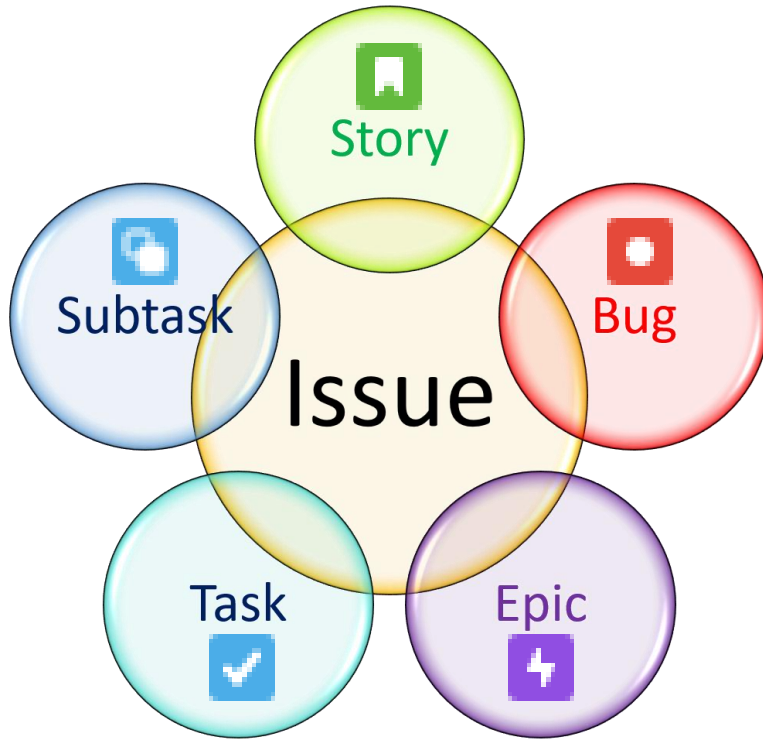


What is an Issue?

In Jira, teams use **issues** to track individual pieces of work that must be completed.



Issue Types



- **Epic** : An epic is a set of jobs that can be divided into manageable user stories.
- **Story** : A story is a short requirement written from an end-user perspective.
- **Task** : A task represents the job that needs to be done.
- **Subtask**: A subtask can be considered as a smaller piece of a story.
- **Bug** : A bug impairs expected functionality of the product.



Examples for Issue Types

Epic

Full website redesign

Product launch

Quality Assurance Initiative

Story

As a registered user, I want to send message to sellers, So that I can chat with sellers.

As a registered user, I want to save my personal and contact information, So that buyers and sellers can contact me.

Task

Redesign a single web page

Create a new logo

Perform usability testing

Subtask

Create calendar widget for new web page

Schedule meeting for usability testing

Select colors for new logo

Bug

Send Mail feature doesn't launch mail client

System crashes when entering addresses with a hashtag

URL directs to nonexistent web page



A project in Jira Software manages a collection of *what*.



Students choose an option

Issue Fields



Field	Description
Issue type	The issue types you can define in Jira Software are Story, Task, Bug, and Epic.
Summary	This field is marked with an asterisk, so you have to write a summary to create an issue.
Description	This field is where you write a description of your issue.
Fix versions	This field is used to indicate the future version in which the issue is resolved.
Labels	This field can be considered as a tag or keywords.
Environment	This field describes the environment of the issue.
Attachment	You can attach files to this field from your local drive or cloud storage provider.
Affects versions	This field describes in which version the bug exists.
Linked Issues	Using this field, you can link issues in your project.
Priority	This field describes the priority of the issue.
Assignee	This field represents the user who the issue is assigned to.
Epic Link	This field is a relational link to identify the parent epic of the issue.
Sprint	This field is used to add the issue to the sprint that you want to associate with.

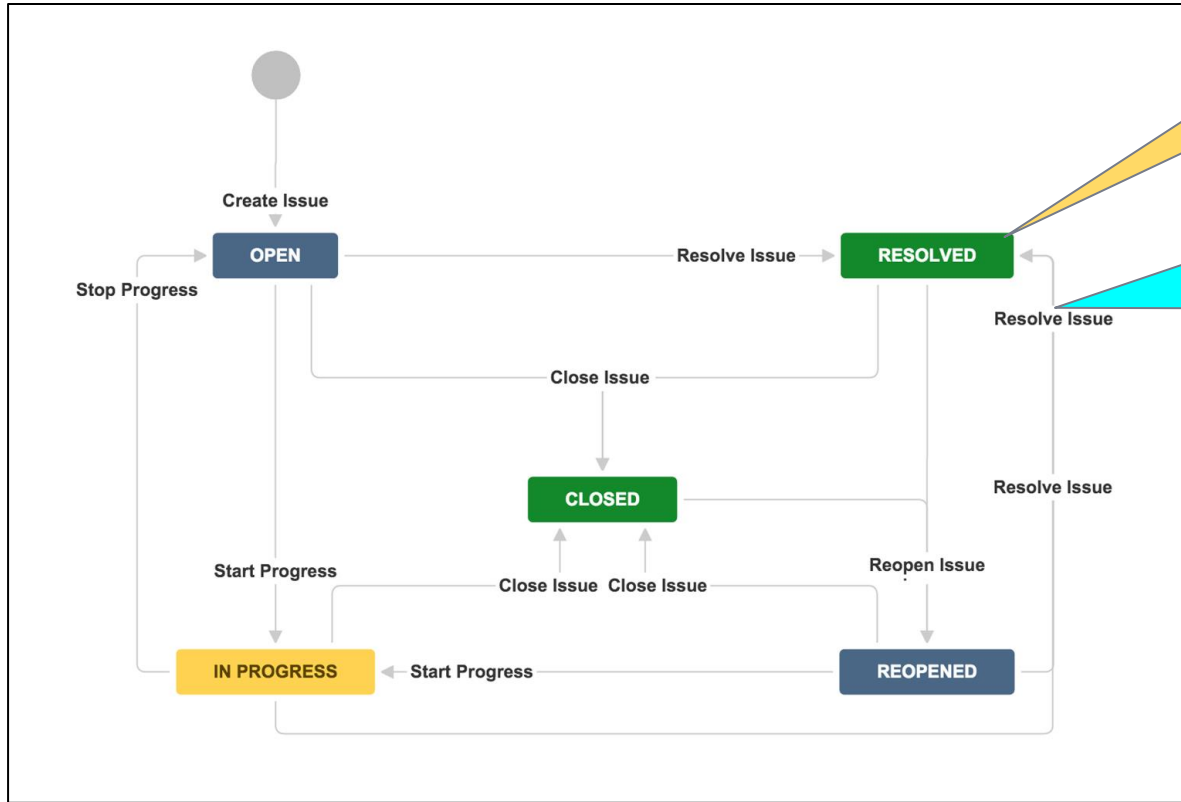
Issue Priorities



The priority of an issue determines how important it is relative to other issues.

Priority	Description
↑ Highest	This problem will block progress.
↑ High	Serious problem that could block progress.
↑ Medium	Has the potential to affect progress.
↓ Low	Minor problem or easily worked around.
↓ Lowest	Trivial problem with little or no impact on progress.

Issue Workflows



Status represents the stage of an issue at a particular time.

Transition is the link between two statuses that allows an issue to move from one status to another.

Tips:

- JIRA's system workflow can be customized by your JIRA administrator.



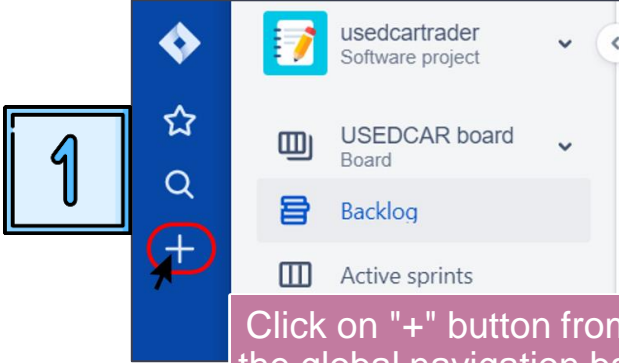
3

Working with Issues

Creating Issue



1



usedcartrader
Software project

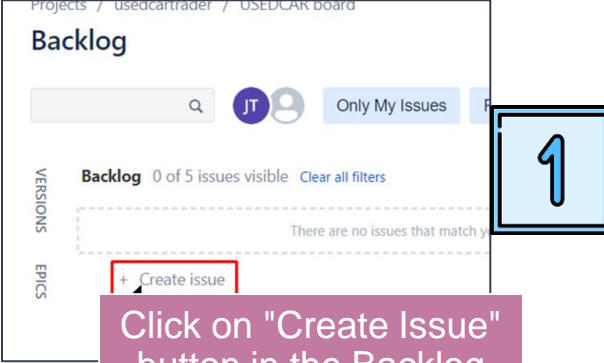
USED CAR board
Board

Backlog

Active sprints

OR

1



Backlog

Backlog 0 of 5 issues visible Clear all filters

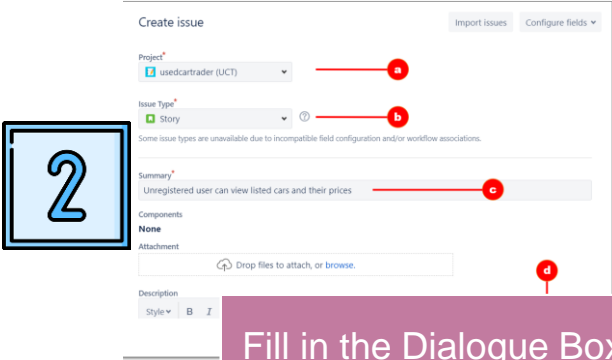
There are no issues that match y

+ Create issue

Click on "+" button from the global navigation bar

Click on "Create Issue" button in the Backlog

2



Create issue

Project* usedcartrader (UCT) a

Issue Type* Story b

Summary* Unregistered user can view listed cars and their prices c

Components None

Attachment d

Drop files to attach, or browse.

Description

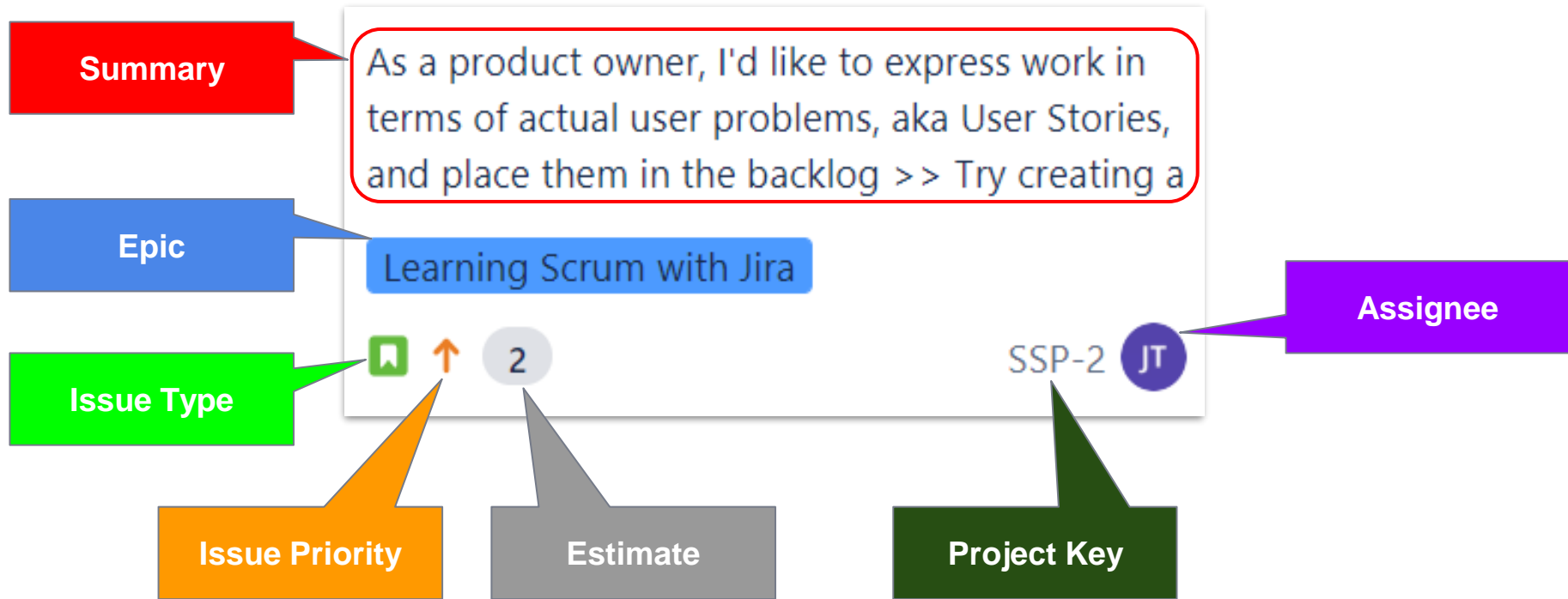
Style B I

Fill in the Dialogue Box



Issue Card

(How it looks like in the Active Sprints mode)



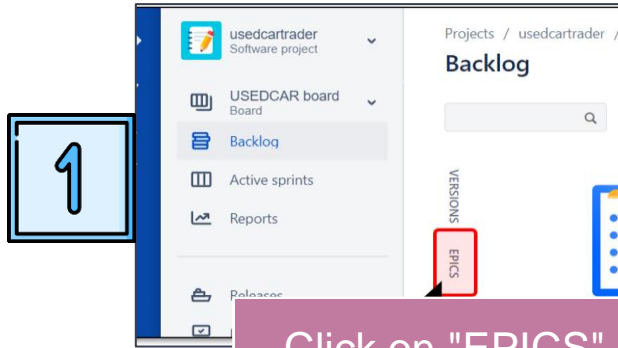


How can you determine the relative priority of an issue in Jira?

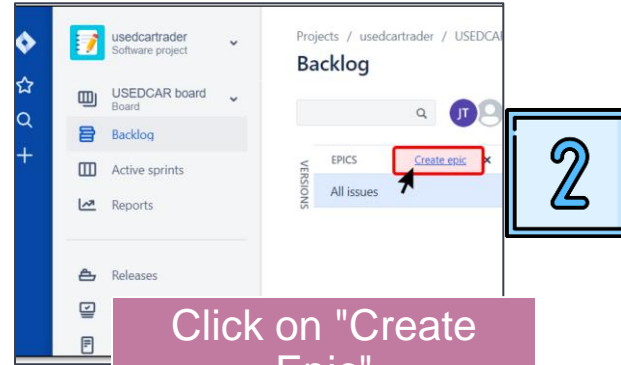


Students choose an option

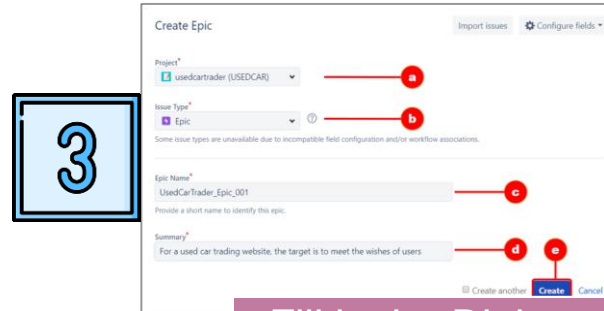
Creating Epic



Click on "EPICS"



Click on "Create Epic"

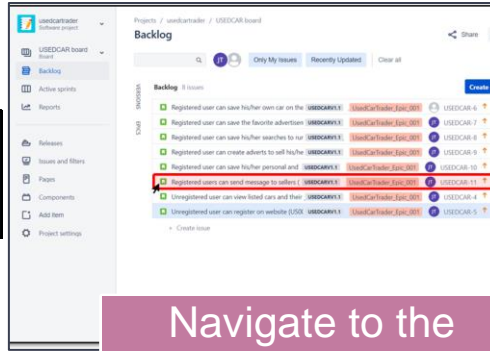


Fill in the Dialogue Box

Creating Subtask



1



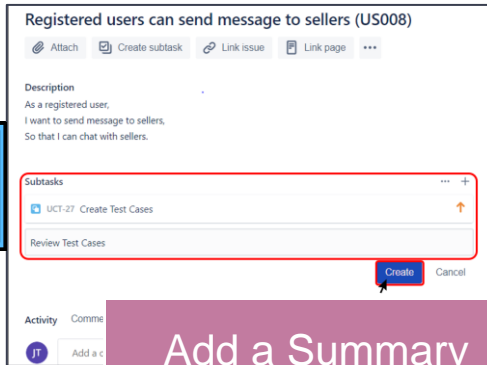
Navigate to the parent issue

2



Click on "Create subtask" button

3



Add a Summary

4

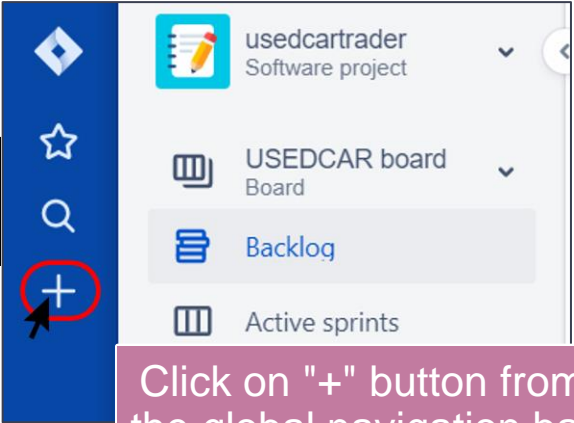


Fill in the Subtask Fields

Creating Bug



1



usedcartrader
Software project

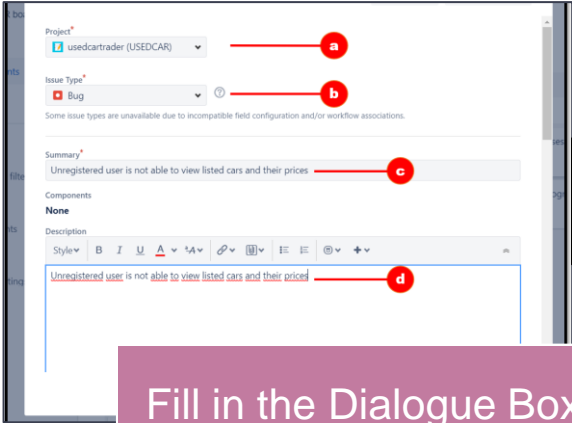
USED CAR board
Board

Backlog

Active sprints

Click on "+" button from the global navigation bar

2



Project
usedcartrader (USED CAR)

Issue Type
Bug

Summary
Unregistered user is not able to view listed cars and their prices

Components
None

Description
Unregistered user is not able to view listed cars and their prices

Fill in the Dialogue Box

Logging Time on Issues



UCT-11 / UCT-27

Create Test Cases

Attach Link Issue Link page

Description

Add a description...

Activity Comments

JT Add a comment...

Pro tip: press **M** to comment

To Do

Assignee

Unassigned

Reporter

JT Jason T

Labels

None

Priority

Medium

Original Estimate

0m

Time tracking

7h 20m logged
5h 30m remaining

Components

None

Time tracking

7h 20m logged 5h 30m remaining

Time spent Time remaining

2h 35m 5h 30m

Date started

2020/01/01 3:00pm

Work description

Aa B I ... A ≡ +

Review Test Cases

Save Cancel

Cloning an Issue



UCT-11 / UCT-28

Review Test Cases

Attach Link issue Link page ...

Description
Add a description...

Activity Comments ▾

JT Add a comment...

Pro tip: press **M** to comment

- Log work
- Add flag
- Convert to Issue
- Move
- Clone**
- Delete
- Print
- Export XML
- Export Word
- NEW JIRA ISSUE VIEW
- Show me the highlights
- Find out more
- Turn off for now
- Configure

Updated December 6, 2019, 3:47 PM

Configure

usedcartrader / UCT-11 Registered users can send message to ... / UCT-28

Review Test Cases

Clone issue: UCT-28

You do not have the "Modify Reporter" permission. You will be the reporter of the clone issue.

Summary*

CLONE - Review Test Cases

Create Cancel



4

Planning Sprints

Starting Sprint



Projects / usedcartrader / USEDCAR board

Backlog

Search [] JT [] Only My Issues Recently Updated Clear all

USEDCAR Sprint 1 3 issues

VERSIONS JT ...

EPICS

Unregistered user can view listed cars and their prices	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-4	↑	8
Unregistered user can register on website (US002)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-5	↑	5
Registered user can save his/her own car on the website (US003)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-6	↑	5

+ Create issue

Backlog 5 issues

Registered users can send message to sellers (US008)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-11	↑	8
Registered user can save his/her personal and contact information (US007)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-10	↑	5
Registered user can create adverts to sell his/her car (US006)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-9	↑	3
Registered user can save his/her searches to run again (US005)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-8	↑	5
Registered user can save the favorite advertisements (US004)	USEDCARV1.1	UsedCarTrader_Epic_001	JT	USEDCAR-7	↑	3

+ Create issue

3 issues Estimate 18

1 Create sprint

2

3 Start sprint

Click on
'Create
Sprint'



Drag and
Drop



Click on 'Start
Sprint'

Starting Sprint



Start sprint

3 issues will be included in this sprint.

Sprint name:^{*}
USED CAR Sprint 1 **a**

Duration:^{*}
2 weeks **b**

Start date:^{*}
20/Nov/19 3:10 PM **c**

End date:^{*}
4/Dec/19 03:10 PM **d**

Sprint goal:
We need to complete this sprint in 10 working days. **e**

f
Start Cancel

PROVIDE A NAME FOR THE SPRINT

SET THE DURATION OF THE SPRINT

SET THE START DATE

SEE THE END DATE AUTO-UPDATED

PROVIDE THE SPRINT GOAL

CLICK ON THE START BUTTON

Working with Sprint



Projects / usedcartrader / USED CAR board

USED CAR Sprint 1

☆ ⌚ 9 days remaining Complete sprint 🔗 ⋮

We need to complete this sprint in 10 working days.

🔍 JT 👤 Only My Issues Recently Updated

TO DO	IN PROGRESS	DONE
<p>Unregistered user can view listed cars and their prices</p> <p>UsedCarTrader_Epic_001</p> <p>🟢 ⬆ 8 USED CAR-4 JT</p>		
<p>Unregistered user can register on website (US002)</p> <p>UsedCarTrader_Epic_001</p> <p>🟢 ⬆ 5 USED CAR-5 JT</p>		
<p>Registered user can save his/her own car on the website (US003)</p> <p>UsedCarTrader_Epic_001</p> <p>🟢 ⬆ 5 USED CAR-6 JT</p>		



Completing Sprint



Projects / usedcartrader / USED CAR board

USED CAR Sprint 1

We need to complete this sprint in 10 working days.

9 days remaining **Complete sprint**

Backlog

Active sprints

Reports

Releases

Issues and filters

Pages

Components

Add item

Project settings

TO DO

IN PROGRESS

DONE

USED CAR-4 DONE 9 sub-tasks Unregistered user can view listed cars and their prices

USED CAR-5 DONE 2 sub-tasks Unregistered user can register on website (US002)

USED CAR-6 DONE 2 sub-tasks Registered user can save his/her own car on the website (US003)

Other Issues 1 issue

Unregistered user is not able to view listed cars and their prices

UsedCarTrader_Epic_001

USED CAR-22

Complete sprint: USED CAR Sprint 1

4 issues were done

Incomplete issues will be moved to the backlog

Sub-tasks are not included in the total(s) above, and are always included in the same sprint as their parent issue.

Complete Cancel

Click on
'Complete
Sprint'



Click on
'Complete'



5

Reports in Jira

Agile Reports



Agile



Burndown Chart

Track the total work remaining and project the likelihood of achieving the sprint goal. This helps your team manage its progress and respond accordingly.



Burnup Chart

Track the total scope independently from the total work done. This helps your team manage its progress and better understand the effect of scope change.



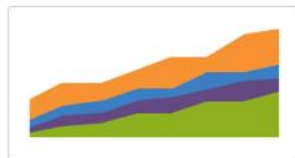
Sprint Report

Understand the work completed or pushed back to the backlog in each sprint. This helps you determine if your team is overcommitting or if there is excessive scope creep.



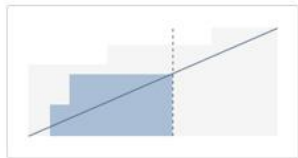
Velocity Chart

Track the amount of work completed from sprint to sprint. This helps you determine your team's velocity and estimate the work your team can realistically achieve in future sprints.



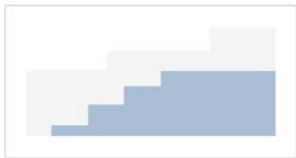
Cumulative Flow Diagram

Shows the statuses of issues over time. This helps you identify potential bottlenecks that need to be investigated.



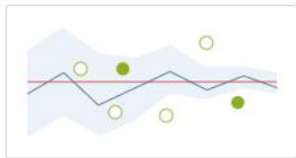
Version Report

Track the projected release date for a version. This helps you monitor whether the version will release on time, so you can take action if work is falling behind.



Epic Report

Understand the progress towards completing an epic over time. This helps you manage your team's progress by tracking the remaining incomplete/unestimated work.



Control Chart

Shows the cycle time for your product, version or sprint. This helps you identify whether data from the current process can be used to determine future performance.



Epic Burndown

Track the projected number of sprints required to complete the epic (optimized for Scrum). This helps you monitor whether the epic will release on time, so you can take action if work is falling behind.



Release Burndown

Track the projected release date for a version (optimized for Scrum). This helps you monitor whether the version will release on time, so you can take action if work is falling behind.

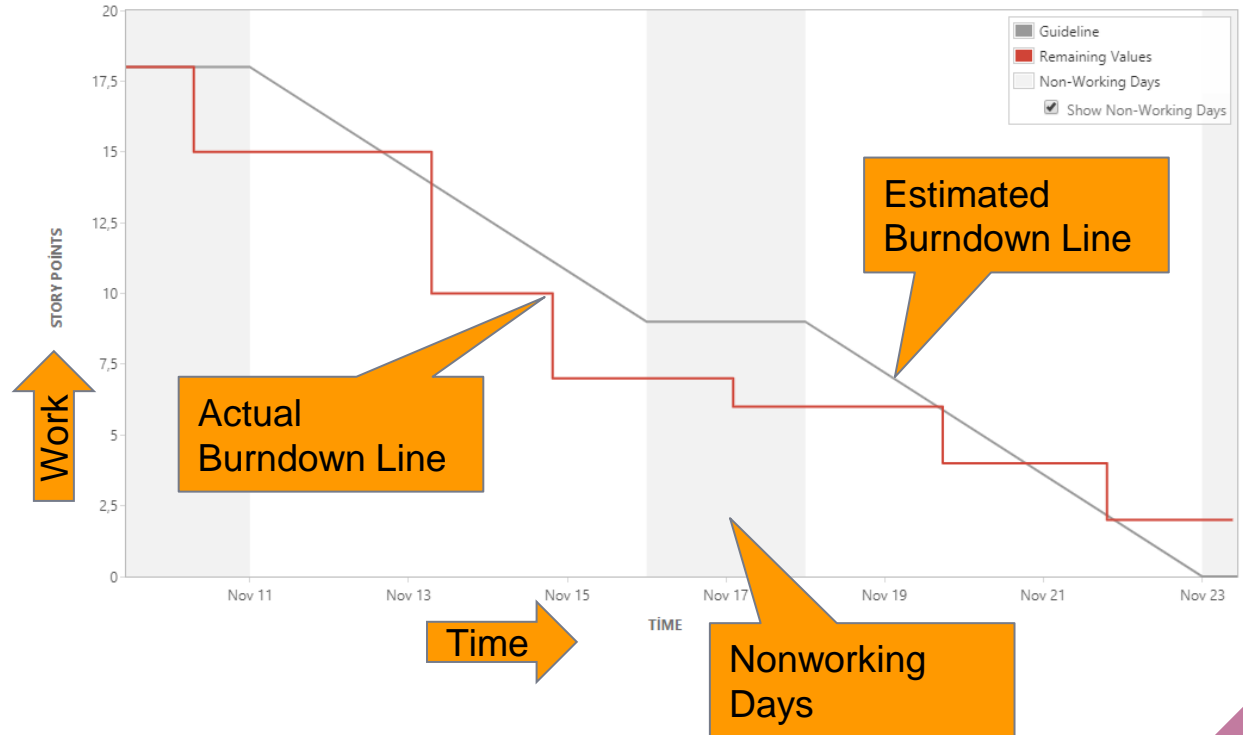
Burndown Chart



- ▶ Actual and estimated work
- ▶ Track sprint progress
- ▶ Identify problems
- ▶ Past and present performance
- ▶ Likelihood of achieving sprint goal

Burndown Chart

Sample Sprint 1 Story Points ? How to read this chart

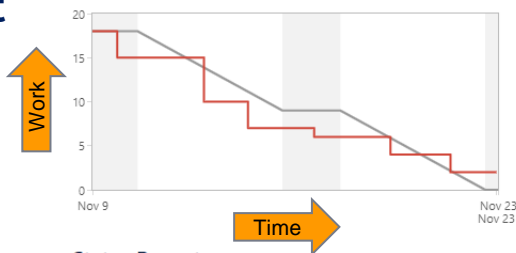


Sprint Reports



- ▶ Condensed Burndown Chart
- ▶ List of complete and incomplete issues
- ▶ Summary of sprint progress
- ▶ Useful for sprint retrospective meetings
- ▶ Only applies to scrum boards

Sprint Report



Status Report

Completed Issues

Key	Summary	Issue Type	Priority	Status	Story Points (16)
SSP-18	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	3
SSP-19	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	5
SSP-20	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	3
SSP-21	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	1
SSP-22	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	2
SSP-23	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	2

Completed Issues

Issues Not Completed

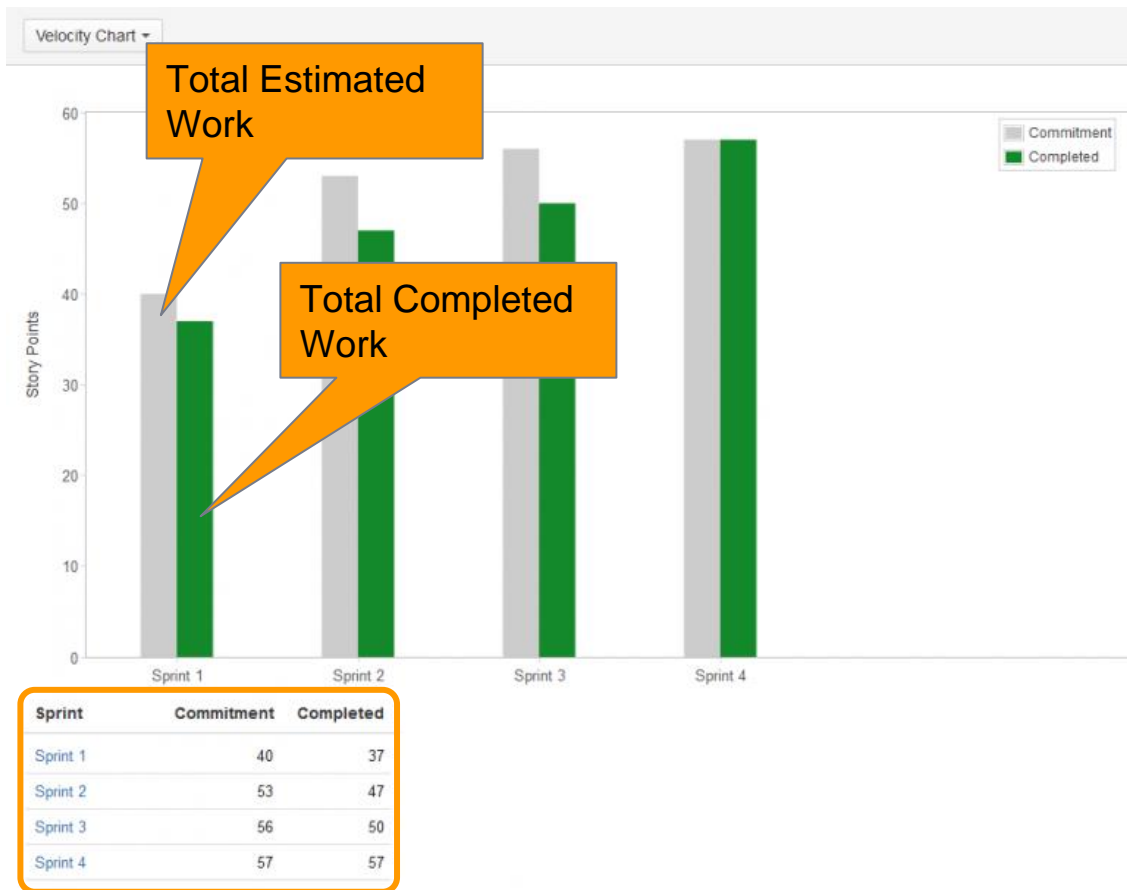
Key	Summary	Issue Type	Priority	Status	Story Points (2)
SSP-16	As a team, we can finish the sprint by clicking the cog icon next to the sprint name above the "To Do" column then selecting "Complete Sprint" >> Try closing this sprint now	Story	Medium	TO DO	2

Issues Not Completed



Velocity Chart

- ▶ Shows estimates versus actual work completed
- ▶ Helps predict future performance
- ▶ Identify trends in commitments & delivery
- ▶ Useful for sprint planning to determine scope





Which report is an answer to this question?

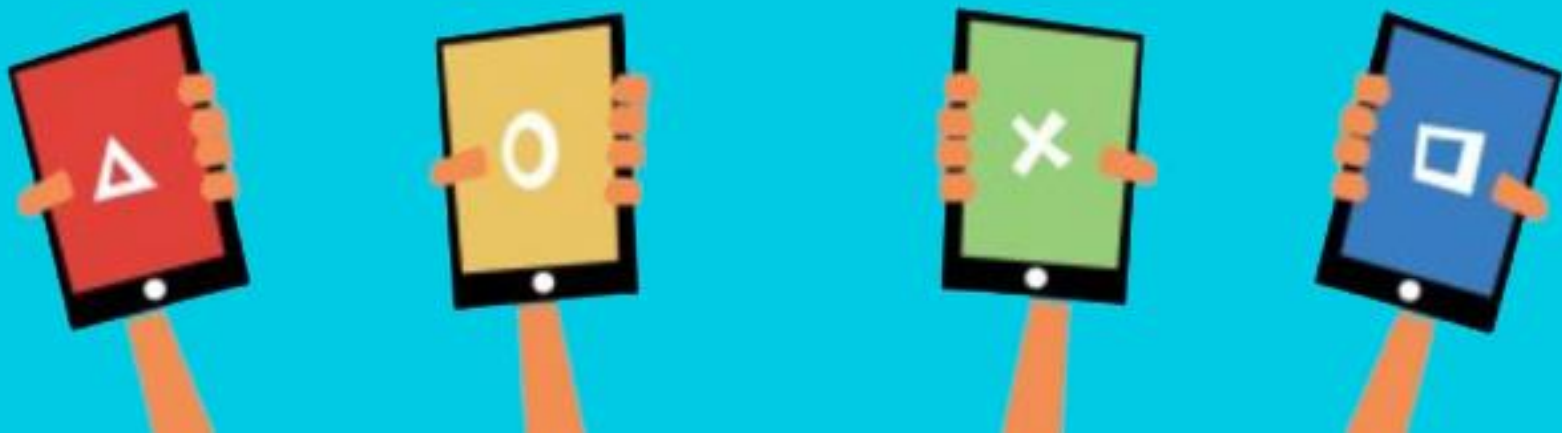
How many story points left to cover in the sprint?



Students choose an option



Kahoot!



How well did you like this lesson?



Students, drag the icon!



Pear Deck Interactive Slide
Do not remove this bar



THANKS!

Any questions?

You can find me at:

- ▶ @Martin - Instructor
- ▶ martin@clarusway.com

