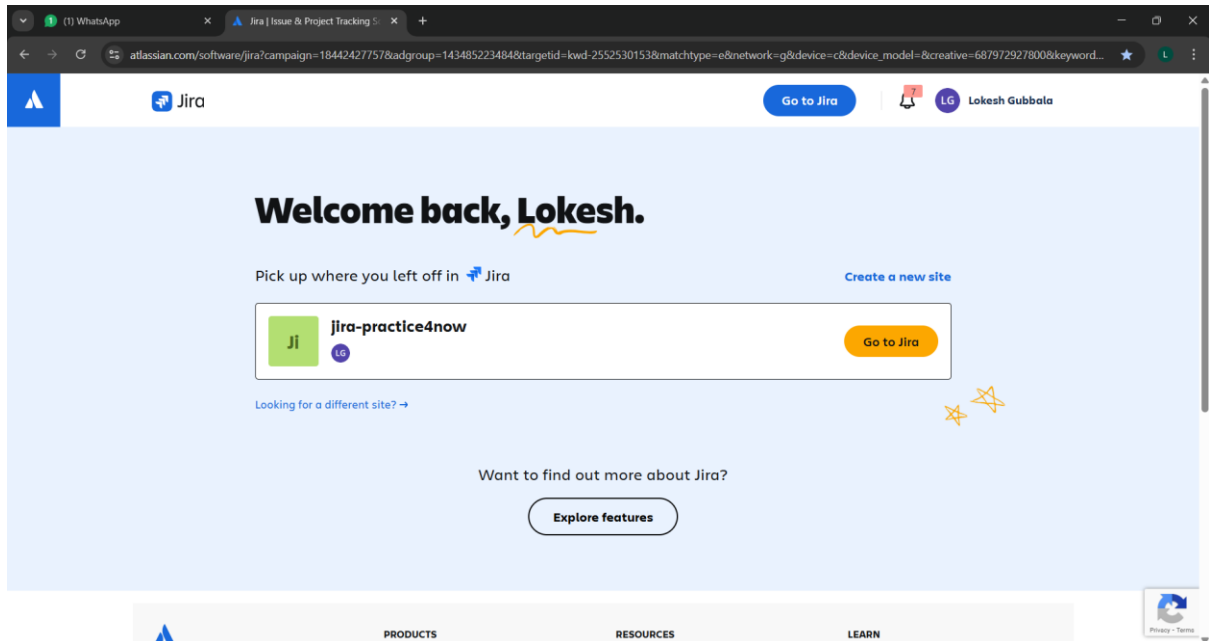


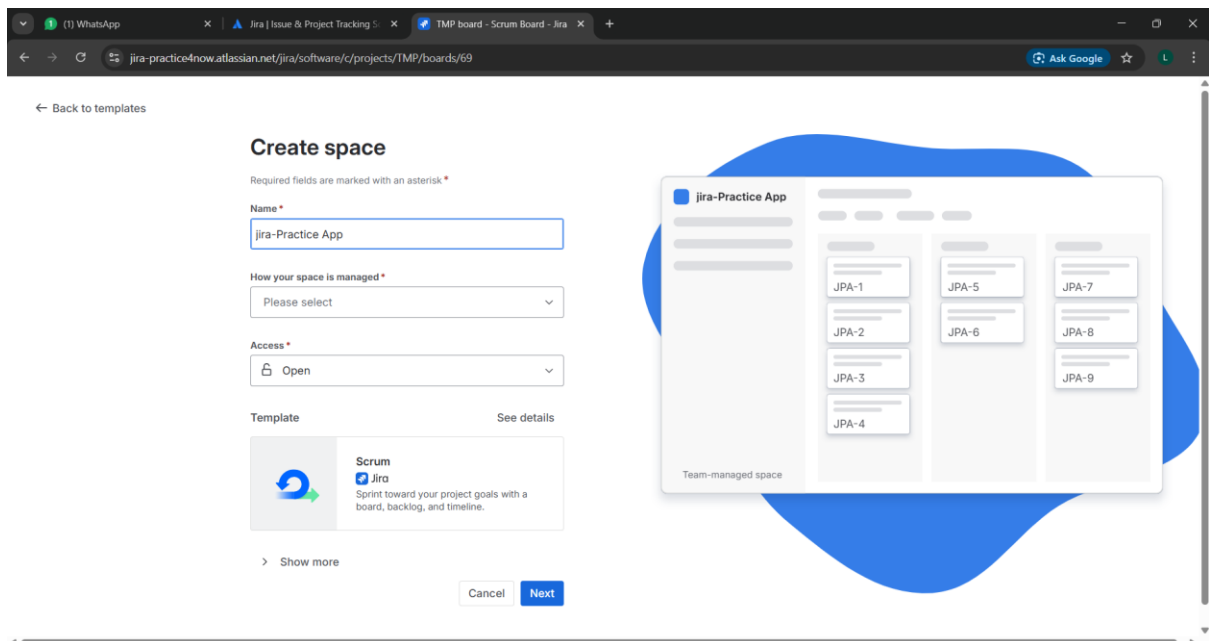
Jira

1.creating jira instance



Go to google and search for Atlassian jira>create jira instance

2.creating a project/space

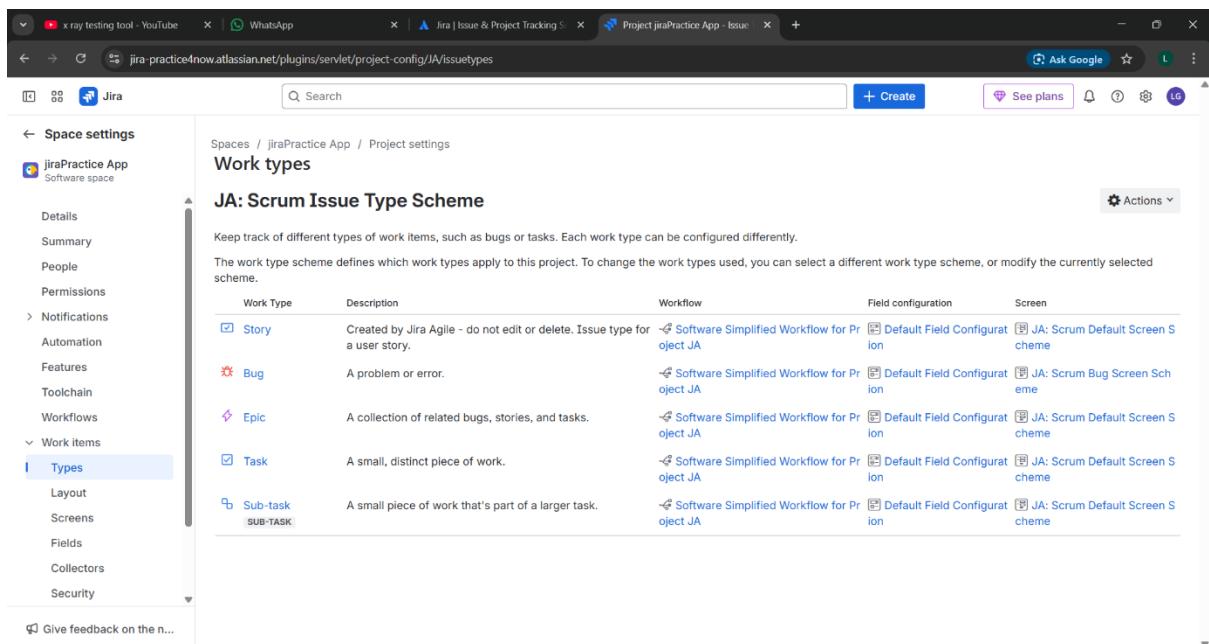


After creating a jira instance ,we can create a space which may be a team based space or company based space

*“project” is the term used for “Space” in early version

Here team based have high customization scope where company based have control by the admin only.

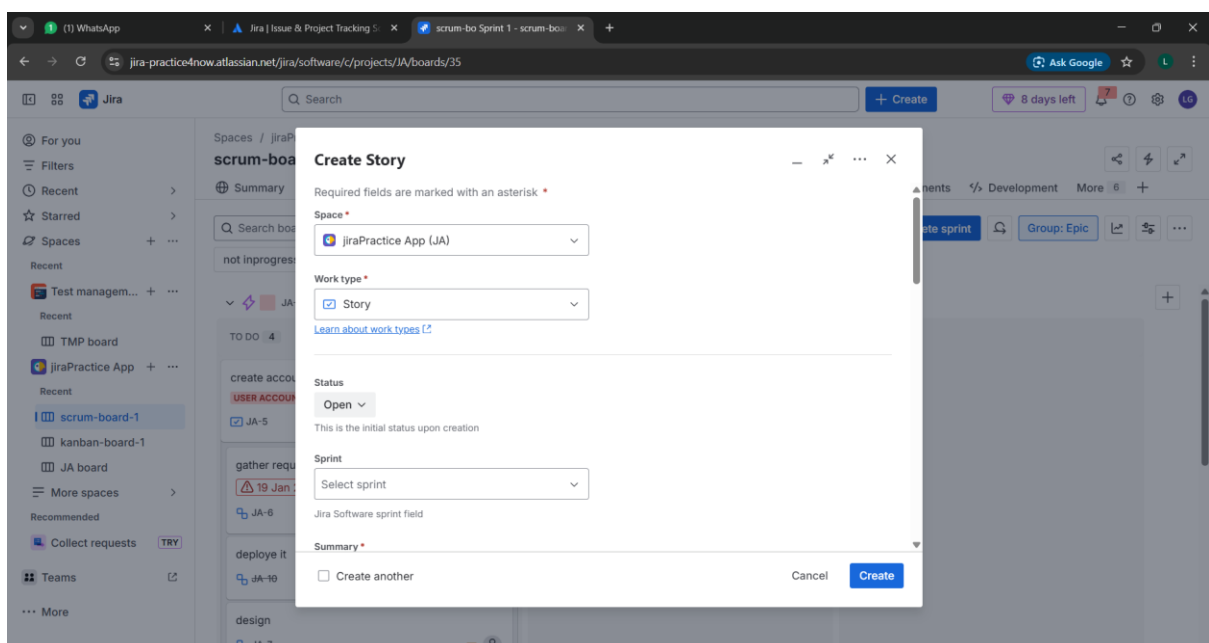
3.Work items /issues in jira by default



The screenshot shows the Jira Project settings for the 'JA: Scrum Issue Type Scheme'. The left sidebar lists various settings like Details, Summary, People, Permissions, and Work items. The main content area shows the 'Work types' section, which includes a table of work types and their configurations.

Work Type	Description	Workflow	Field configuration	Screen
<input checked="" type="checkbox"/> Story	Created by Jira Agile - do not edit or delete. Issue type for a user story.	Software Simplified Workflow for Project JA	Default Field Configuration	JA: Scrum Default Screen Scheme
<input checked="" type="checkbox"/> Bug	A problem or error.	Software Simplified Workflow for Project JA	Default Field Configuration	JA: Scrum Bug Screen Scheme
<input checked="" type="checkbox"/> Epic	A collection of related bugs, stories, and tasks.	Software Simplified Workflow for Project JA	Default Field Configuration	JA: Scrum Default Screen Scheme
<input checked="" type="checkbox"/> Task	A small, distinct piece of work.	Software Simplified Workflow for Project JA	Default Field Configuration	JA: Scrum Default Screen Scheme
<input checked="" type="checkbox"/> Sub-task	A small piece of work that's part of a larger task.	Software Simplified Workflow for Project JA	Default Field Configuration	JA: Scrum Default Screen Scheme

4.Creating a story



The screenshot shows the 'Create Story' dialog in Jira. The dialog is open over a background of the Jira interface. The dialog has fields for 'Space', 'Work type', 'Status', 'Sprint', and 'Summary'. The 'Space' field is set to 'jiraPractice App (JA)'. The 'Work type' field is set to 'Story'. The 'Status' field is set to 'Open'. The 'Sprint' field is set to 'Select sprint'. The 'Summary' field is empty. There are 'Cancel' and 'Create' buttons at the bottom right of the dialog.

5. Creating a subtask under a story

The screenshot shows the Jira interface for a project named 'jiraPractice App'. The main view is the 'Backlog' tab, displaying a list of issues. The issue 'JA-8 do coding' is highlighted, showing it is in the 'IN PROGRESS' state. The right sidebar shows the 'Jira work item' details for 'JA-8 do coding', including the description, linked work items, and details like assignee (Unassigned) and reporter (Lokesh Gubbala).

Left sidebar (Navigation):

- For you
- Filters
- Recent
- Starred
- Spaces
- Recent
- Test managem...
- Recent
- TMP board
- jiraPractice App
- Recent
- scrum-board-1
- kanban-board-1
- JA board
- More spaces
- Recommended
- Collect requests
- Teams
- More

Main content area (Backlog):

- Spaces / jiraPractice App
- Summary Timeline Backlog Active sprints Calendar Reports List More
- Search backlog
- Version Epic Type More Clear filters
- scrum-bo Sprint 1 1 Jan - 15 Jan (3 work items)
- JA-14 adding trustable custom... CARDS MAN... OPEN 13
- JA-15 generating a username a... CARDS MAN... OPEN 20
- JA-5 create account USER ACCO... TO DO 20
- JA-6 gather requirements TO DO 19 Jan
- JA-8 do coding IN PROGRESS 1
- JA-9 do testing IN PROGRESS 1
- JA-10 deploye it OPEN 1
- JA-7 design OPEN 1
- Backlog (6 work items)

Right sidebar (Jira work item):

- JA-5 / JA-8
- do coding
- In Progress
- Description
- Linked work items
- Details
- Assignee: Unassigned
- Reporter: Lokesh Gubbala
- Development

6. creating an epic

The screenshot shows the Jira interface for a project named 'jiraPractice App'. The 'Create Epic' dialog box is open, allowing the user to create a new epic. The dialog box includes fields for Space, Work type, Status, Sprint, and Summary. The 'Create' button is visible at the bottom right of the dialog.

Left sidebar (Navigation):

- For you
- Filters
- Recent
- Starred
- Spaces
- Recent
- Test managem...
- Recent
- TMP board
- jiraPractice App
- Recent
- scrum-board-1
- kanban-board-1
- JA board
- More spaces
- Recommended
- Collect requests
- Teams
- More

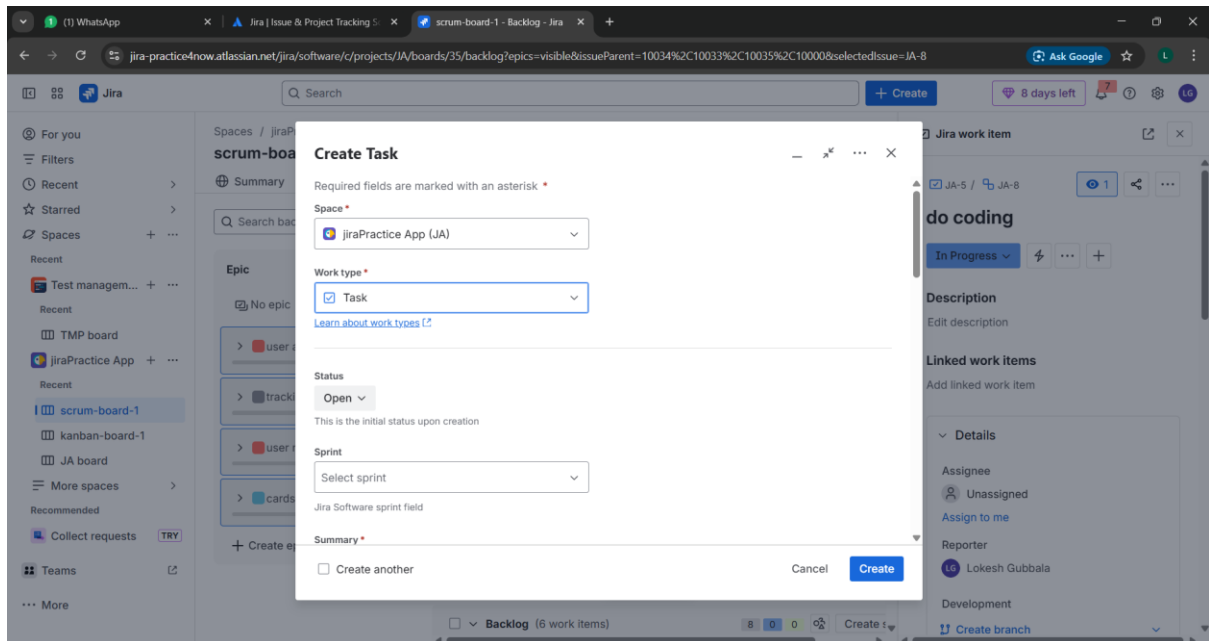
Main content area (Create Epic dialog):

- Required fields are marked with an asterisk *
- Space: jiraPractice App (JA)
- Work type: Epic
- Status: Open
- Sprint: Select sprint
- Summary: Create another
- Create

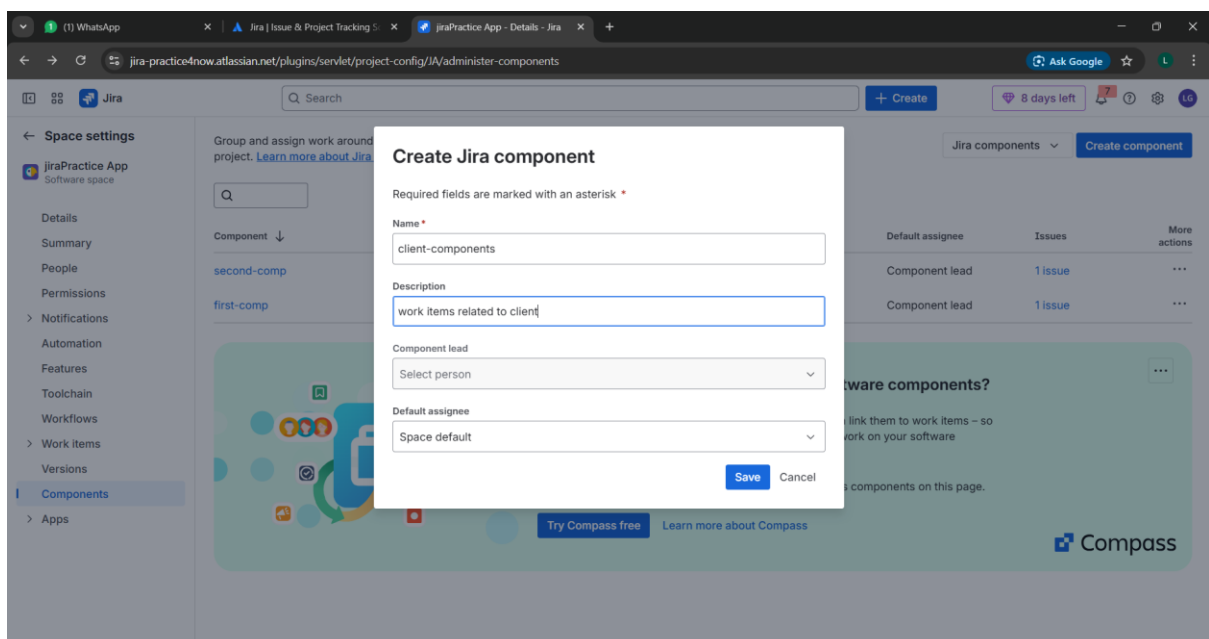
Right sidebar (Jira work item):

- JA-5 / JA-8
- do coding
- In Progress
- Description
- Linked work items
- Details
- Assignee: Unassigned
- Reporter: Lokesh Gubbala
- Development

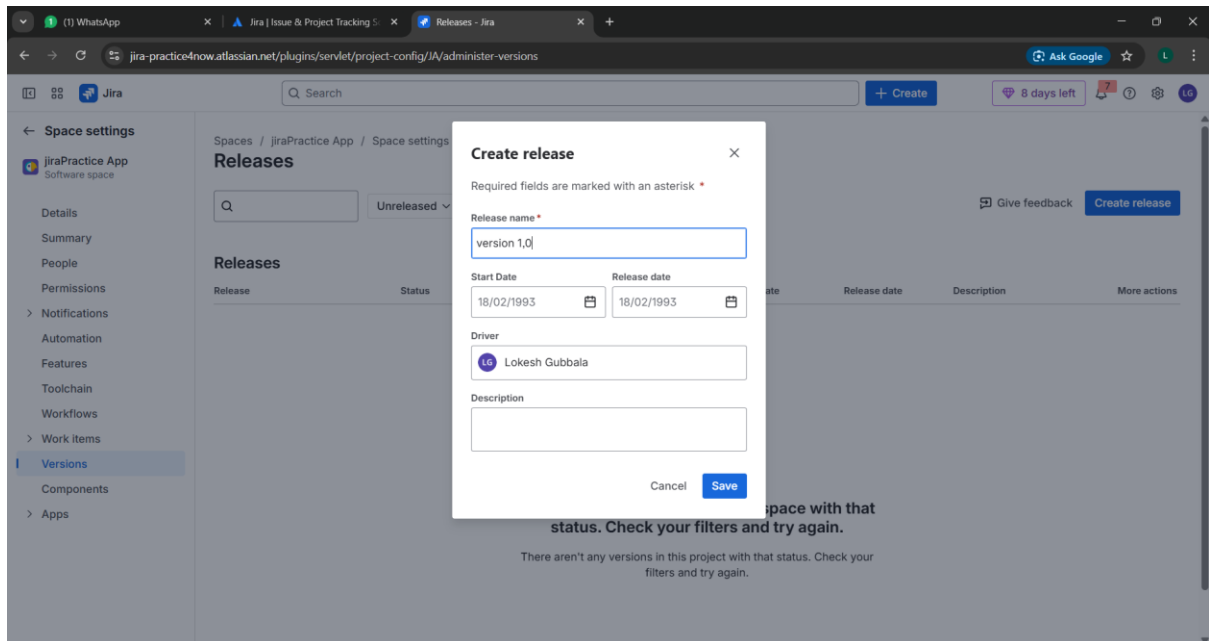
7.creating a task



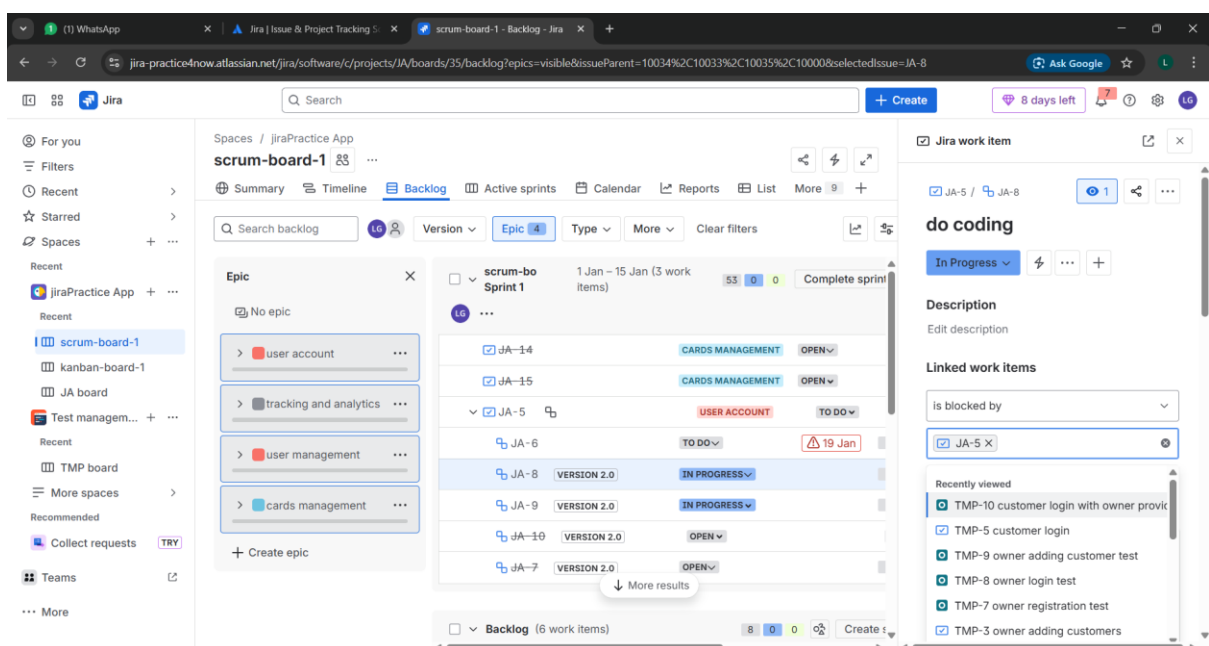
8.creating a component



9.creating a version



10. linking an work items or adding dependence between work items



11. editing a workflow

Software Simplified Workflow for Project JA

Used in 1 space

Add status Add Transition Add Rule

Update workflow Close

Diagram Text

Show transition labels

START

OPEN TO DO IN PROGRESS DONE

Any

Give feedback

Make work flow your way

Workflows represent your team's process and control how people progress your project's work.

Here, you can add statuses, which appear as drop zones for the cards on your project's board. You can create pathways between statuses called transitions, and automate repetitive actions using rules.

Select a status to reveal more details.

[Learn more](#)

12. creating a status

Software Simplified Workflow for Project JA

Used in 1 space

Add status Add Transition Add Rule

Update workflow Close

Diagram Text

Show transition labels

START

OPEN TO DO IN PROGRESS DONE

Any

Give feedback

Make work flow your way

Workflows represent your team's process and control how people progress your project's work.

Here, you can add statuses, which appear as drop zones for the cards on your project's board. You can create pathways between statuses called transitions, and automate repetitive actions using rules.

Select a status to reveal more details.

[Learn more](#)

Add a status

Statuses capture the stages of your working process. Add more statuses to represent different stages in your team's process.

Add existing status [Create new status](#)

New status name

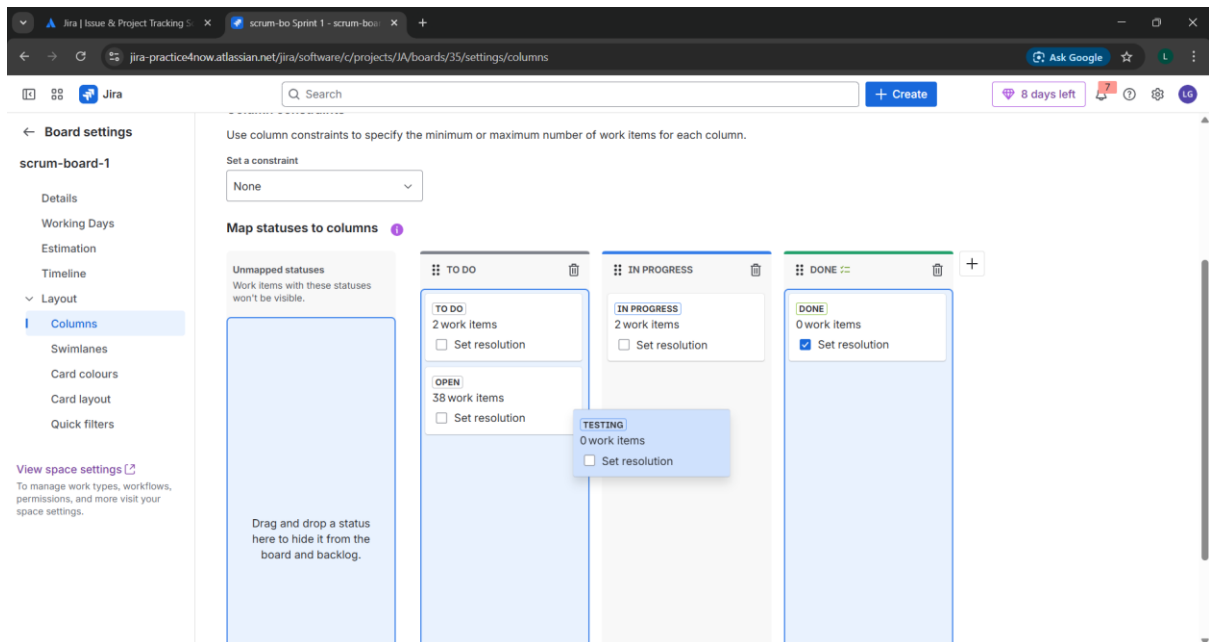
testing

Status category

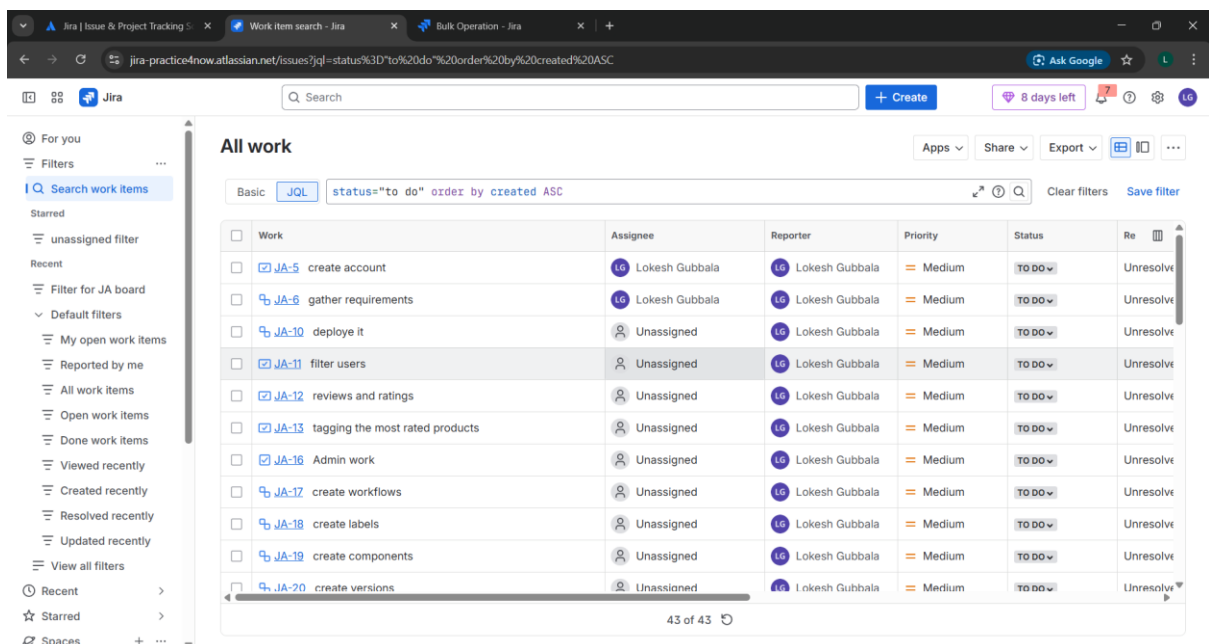
☐ In progress

Cancel Add

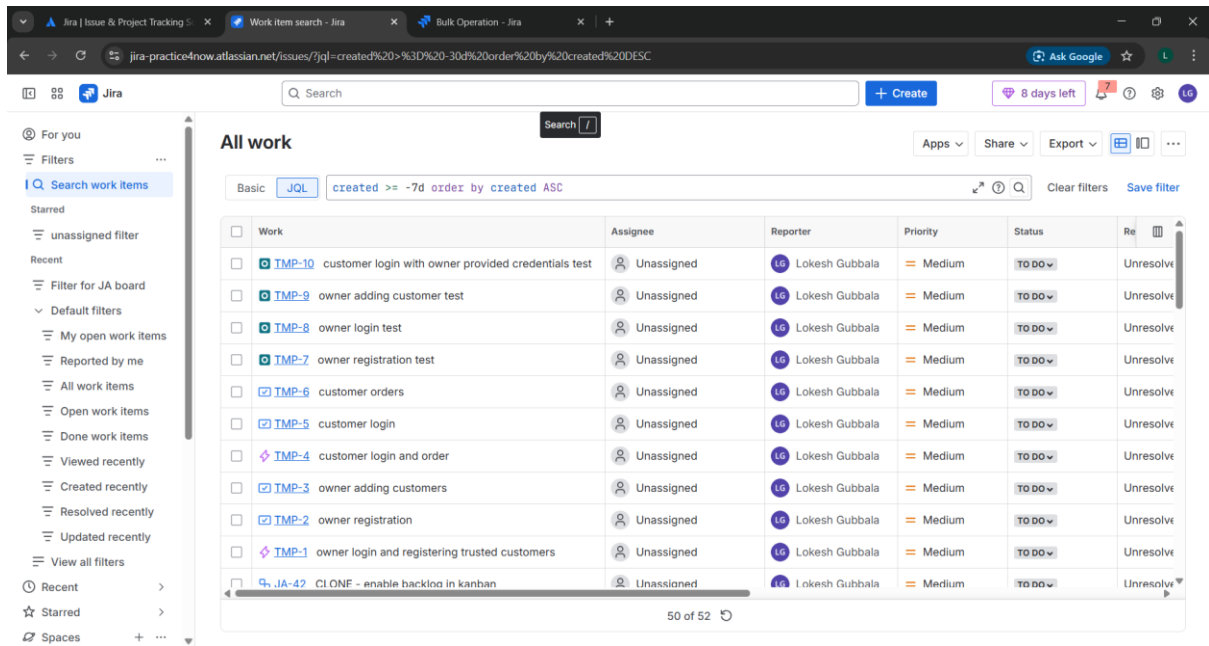
13. Mapping the newly created status to one of the three categories such as to do, in progress, done



14. JQL query based on status



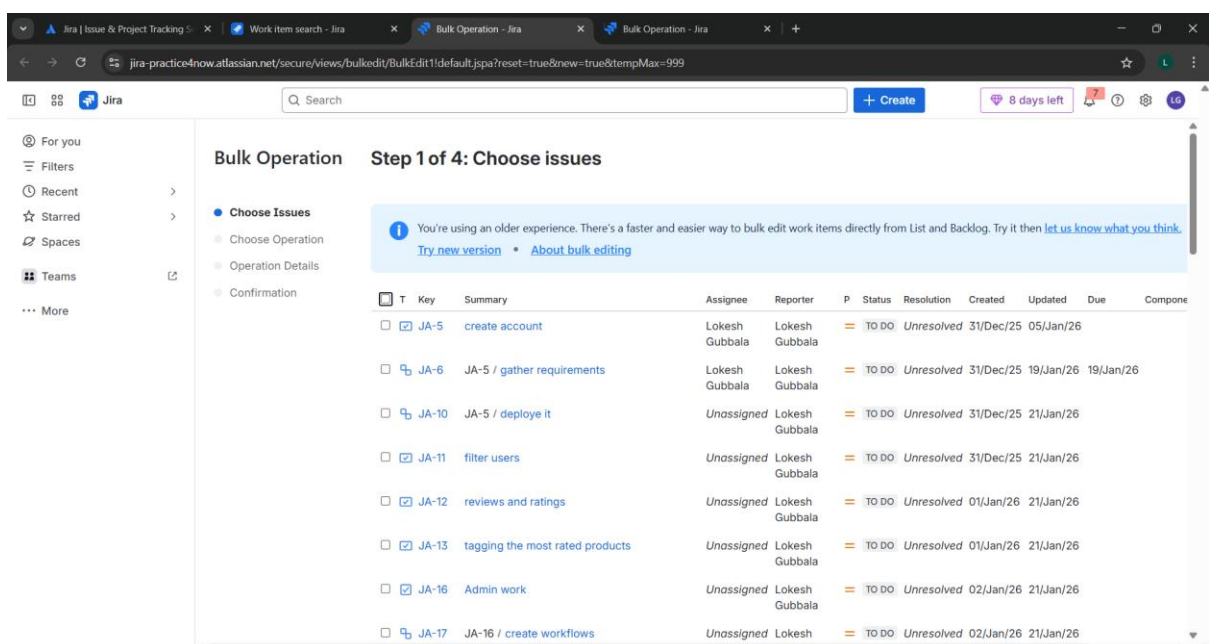
15.JQL query based on day



The screenshot shows the Jira interface with a JQL query: `created >= -7d order by created ASC`. The query results are displayed in a table with the following columns: Work, Assignee, Reporter, Priority, Status, and Resolution. The table contains 17 rows of work items, all with a status of 'To Do' and a resolution of 'Unresolved'.

Work	Assignee	Reporter	Priority	Status	Resolution
TMP-10 customer login with owner provided credentials test	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-9 owner adding customer test	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-8 owner login test	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-7 owner registration test	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-6 customer orders	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-5 customer login	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-4 customer login and order	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-3 owner adding customers	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-2 owner registration	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
TMP-1 owner login and registering trusted customers	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved
JA-42 CLONE - enable backlog in kanban	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved

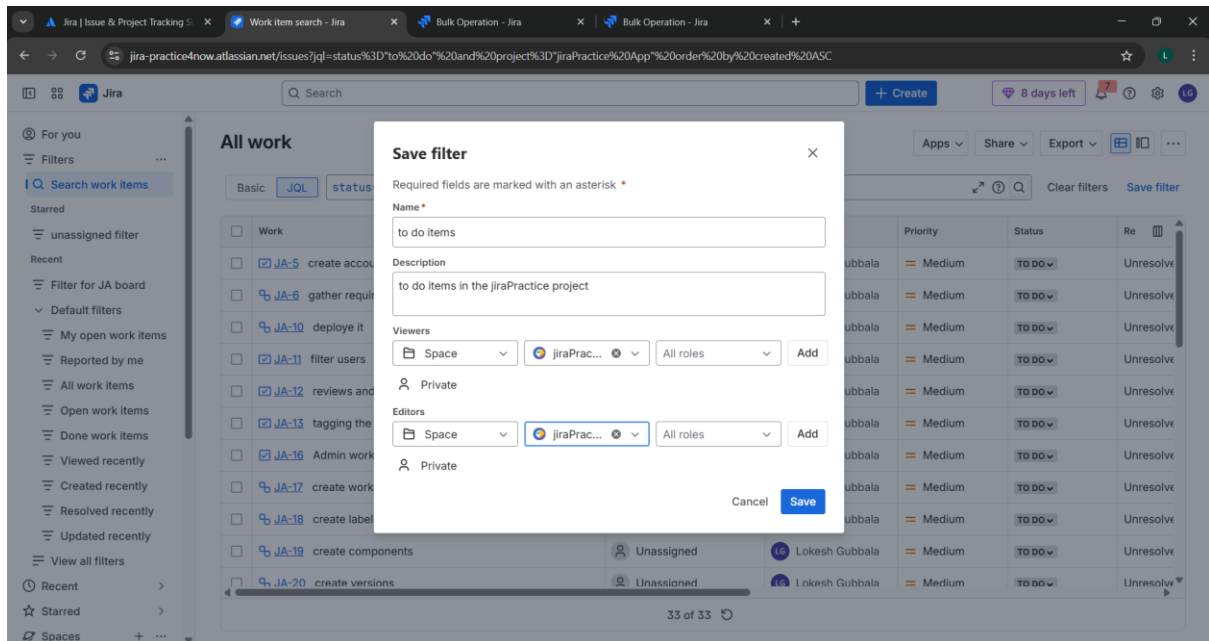
16.Bulk operations using JQL



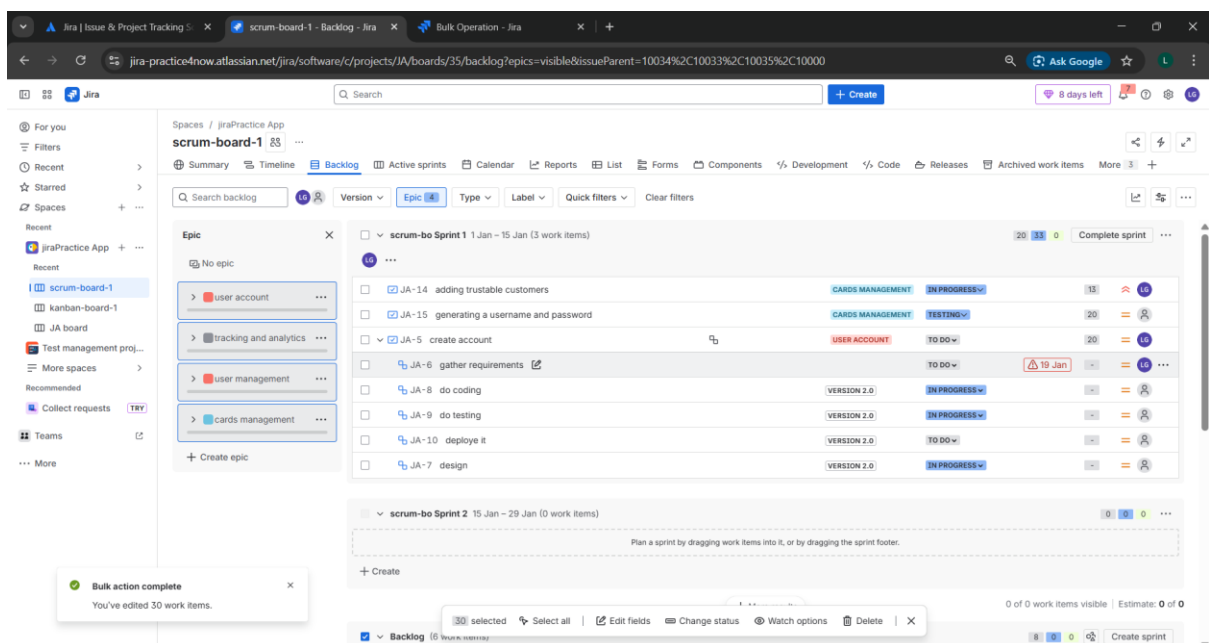
The screenshot shows the Jira Bulk Operation interface, specifically Step 1 of 4: Choose issues. The interface displays a list of issues with the following columns: Key, Summary, Assignee, Reporter, P, Status, Resolution, Created, Updated, Due, and Components. The table contains 10 rows of issues, all with a status of 'To Do' and a resolution of 'Unresolved'.

Key	Summary	Assignee	Reporter	P	Status	Resolution	Created	Updated	Due	Components
JA-5	create account	Lokesh Gubbala	Lokesh Gubbala	Medium	To Do	Unresolved	31/Dec/25	05/Jan/26		
JA-6	JA-5 / gather requirements	Lokesh Gubbala	Lokesh Gubbala	Medium	To Do	Unresolved	31/Dec/25	19/Jan/26	19/Jan/26	
JA-10	JA-5 / deploy it	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved	31/Dec/25	21/Jan/26		
JA-11	filter users	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved	31/Dec/25	21/Jan/26		
JA-12	reviews and ratings	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved	01/Jan/26	21/Jan/26		
JA-13	tagging the most rated products	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved	01/Jan/26	21/Jan/26		
JA-16	Admin work	Unassigned	Lokesh Gubbala	Medium	To Do	Unresolved	02/Jan/26	21/Jan/26		
JA-17	JA-16 / create workflows	Unassigned	Lokesh	Medium	To Do	Unresolved	02/Jan/26	21/Jan/26		

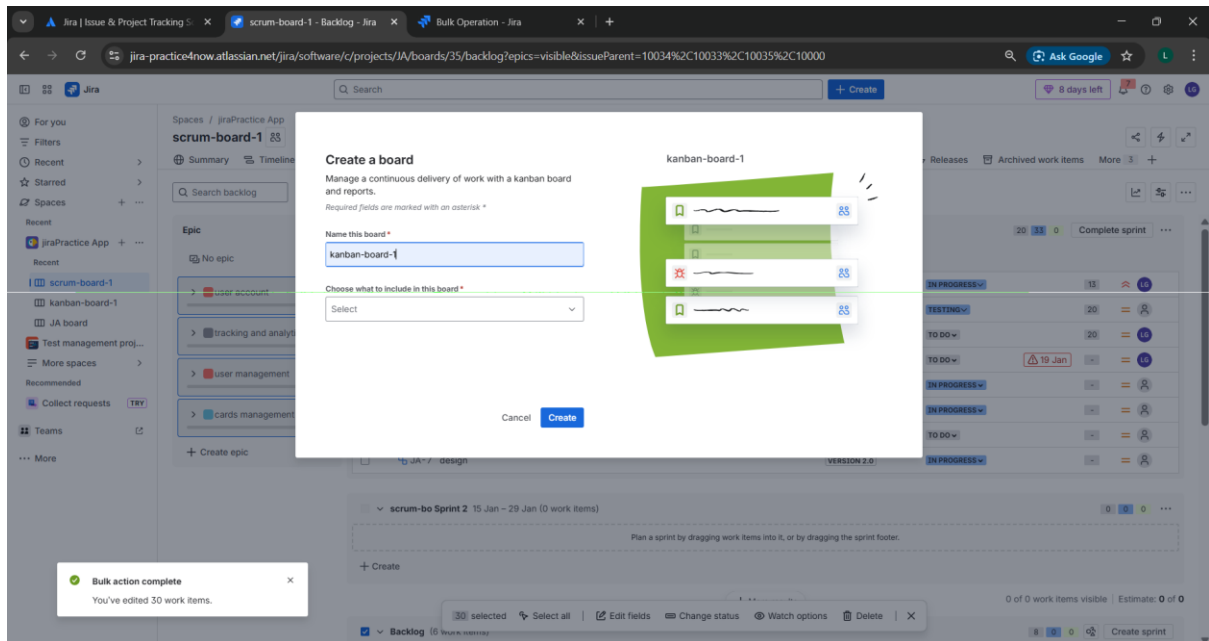
17. Saving a filter



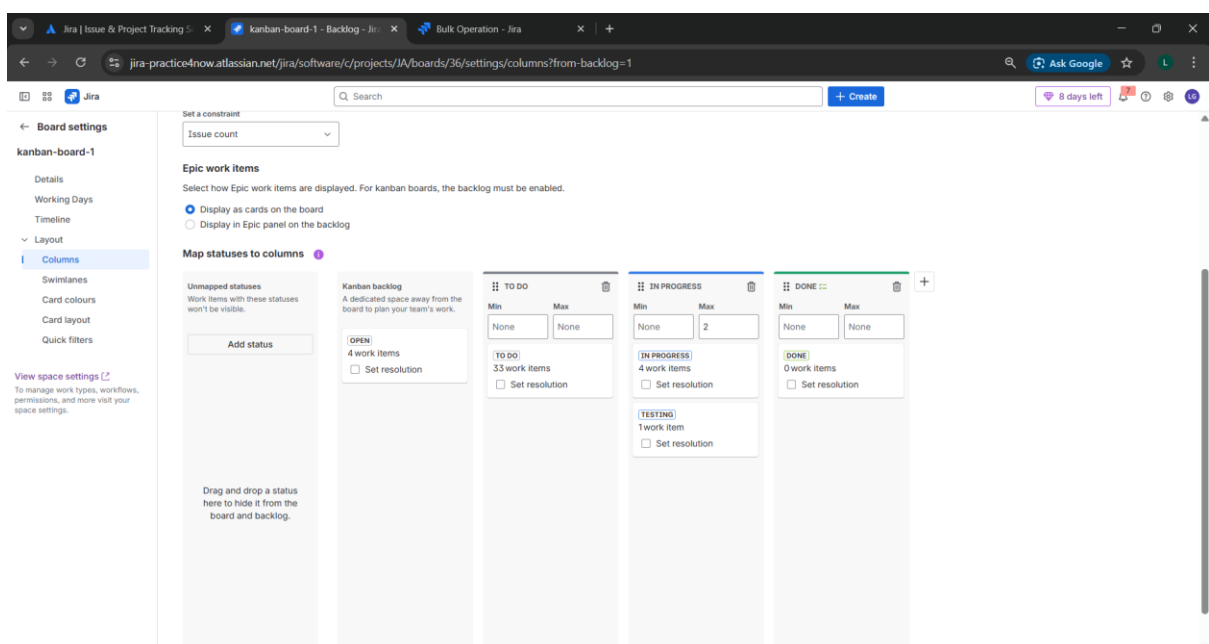
18. Planning a sprint



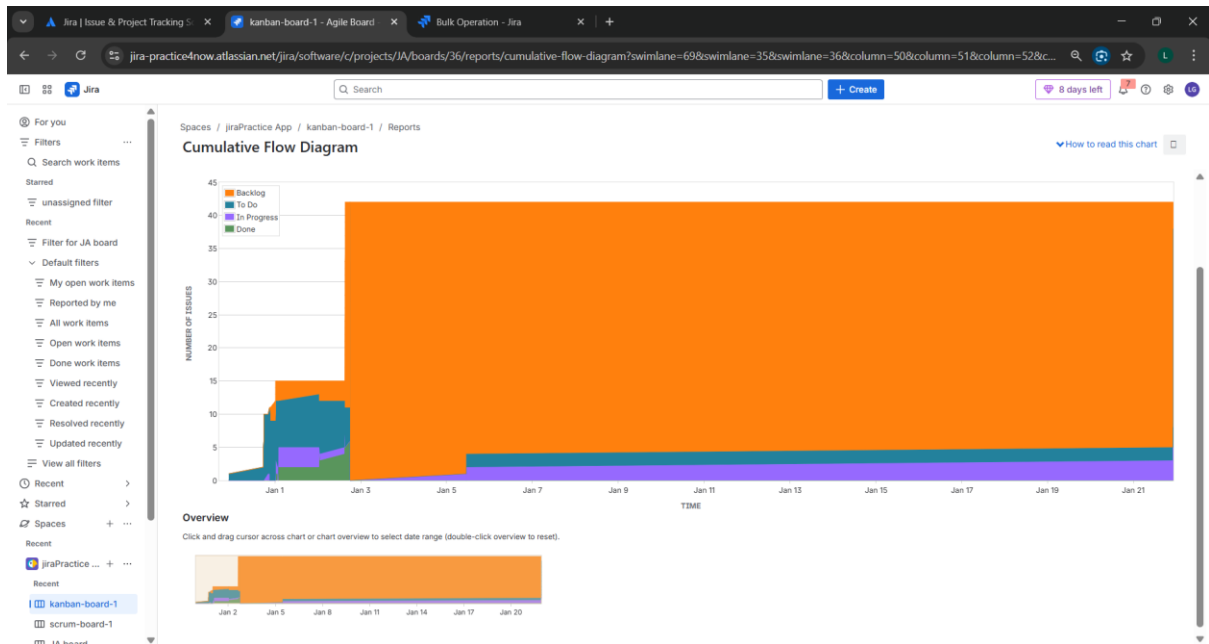
19.creating Kanban board



20.enabling backlog in kanban board



21.Cummulative flow diagram for kanban



22.creating a label and assign to multiple projects within the instance

Details

Assignee [Assign to me](#)

Reporter **LG** Lokesh Gubbala

Development [Create branch](#) [Create commit](#)

Labels [wishlist](#) [block](#)

Due date

Start date

Sprint [scrum-bo Sprint 1](#)

Fix versions [version 2.0](#)

Priority [Medium](#)

Parent [JA-5 create account](#)

23.setting WIP (work in progress) limit.

n the
rk.

⋮ TO DO

🗑

Min

1

Max

3

TO DO

33 work items

☐ Set resolution

⋮ IN PROGRESS

🗑

Min

None

Max

2

IN PROGRESS

4 work items

☐ Set resolution

TESTING

1 work item

☐ Set resolution

⋮ DONE ✓

🗑

Min

None

Max

None

DONE

0 work items

☐ Set resolution

+