University of Colombo School of Computing
SCS1303 - Introduction to Software Engineering
Jira

Tutorial 05

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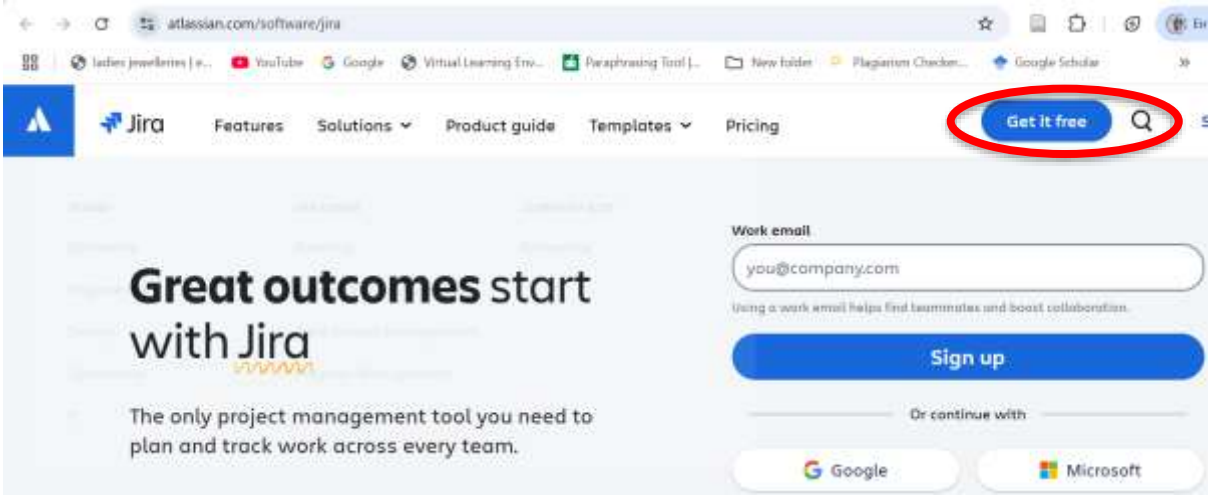
1. Navigate to the Jira Website
    I. Open your browser and go to: https://www.atlassian.com/software/jira

2. Click on “Get it free”
    I. Choose Jira Software
    II. Click “Try it free” under Cloud.



3. Sign Up
    I. Sign up with your student email or Google account.
    II. Set a strong password and verify your email.

4. Set up your site
    I. Choose a unique site URL (e.g., studentproject.atlassian.net)
    II. Select **Team-managed project** when prompted for ease of use.
    III. Choose either **Kanban** or **Scrum** template.

5. Create a New Project
    I. Go to Projects > Create Project
    II. Choose:
        - **Template**: Scrum (for sprints) or Kanban (for continuous flow)
        - **Project Name:** E.g., “Student Management System”
        - **Key**: Leave it as auto-generated

6. Understand Project Dashboard
    I. Explore the key sections:

- **Backlog**: List of all tasks/stories
- **Board**: Drag-and-drop task management
- **Roadmap**: Timeline for planning (optional)
- **Reports**: Burn-down charts, velocity (Scrum only)

7. Create an Issue
   I. Go to your project
   II. Click Create > Choose issue type:
   - **Epic**: Large feature (e.g., User Management)
   - **Story**: Functionality (e.g., User Login)
   - **Task**: Work unit (e.g., Design UI)
   - **Bug**: Something to fix

8. Fill Issue Details
   - **Summary**: Title of the task
   - **Description**: Clear instructions
   - **Assignee**: Who is doing the work
   - **Priority**: Low / Medium / High
   - **Labels**: Tags to categorize tasks

9. Link Issues
   - Link Stories to Epics
   - Link Bugs to related Stories

10. Backlog Management
    I. Add user stories to backlog
    II. Break large tasks into sub tasks

11. Create a Sprint
    I. Click **Create Sprint**
    II. Drag stories into the sprint
    III. Click **Start Sprint**
    IV. Set duration (e.g., 2 weeks)

12. Use the Scrum Board
    I. Move tasks across:
    - To Do
    - In Progress
    - Done

13. End Sprint
    I. Click Complete Sprint
    II. Move incomplete tasks to backlog or next sprint

Group Practical: Collaborating with Jira Using Scrum

No	Project Theme	Epics	Stories
1	Campus Navigation App	Map Integration, Location Search, Directions	Find room, Show path, Save route
2	Online Bookstore	User Account, Book Catalog, Order Management	Browse books, Add to cart, Checkout
3	Food Delivery App	Customer App, Delivery Tracking, Admin Panel	Place order, Track delivery, Approve restaurants
4	Student Grading System	Assignment Upload, Grade Entry, Report Generation	Add grades, Download report, View analytics
5	Budget Tracker App	Expense Input, Visualization, Notifications	Add expense, Show graphs, Notify over budget
6	Event Management Portal	User Registration, Event Creation, Booking System	Create event, Book ticket, Cancel booking
7	Fitness Tracker	Activity Logging, Goal Tracking, Social Sharing	Log workout, Set goal, Share progress
8	Blogging Platform	Writer Dashboard, Reader Experience, Admin Tools	Create post, Comment, Flag inappropriate
9	E-learning Portal	Course Management, Student Enrollments, Quizzes	Enroll in course, Take quiz, Submit assignment
10	Chat Application	User Login, Messaging, Group Chat	Send message, Create group, Block user
11	Weather App	Location Access, Forecast Display, Alerts	Get forecast, Set location, Send alerts
12	Recipe Finder App	Search Recipes, Save Favorites, Rate Recipes	Search dish, Save to list, Add rating
13	Ticket Booking System	Search Tickets, Book Seat, Payment Gateway	Select seat, Confirm payment, Download ticket
14	Donation Platform	Donor Panel, NGO Dashboard, Campaign Tracking	Create campaign, Track donations, Send receipt
15	Job Recruitment App	Candidate Management, Job Posting, Application Tracking	Post job, Apply to job, Shortlist candidate

17	Language Learning App	Lesson Plans, Quizzes, Progress Tracking	Start lesson, Take test, View progress
18	Music Streaming App	Playlist Management, Song Discovery, Subscription	Add to playlist, Discover songs, Renew plan
19	Meditation App	Guided Sessions, Progress Tracking, User Profiles	Start session, Track streak, Save favorite
20	Virtual Art Gallery	Artwork Upload, Visitor View, Artist Bio	Upload artwork, Visit gallery, View artist info

Activity Breakdown:

I. Choose a Project Theme

II. Create the Jira Project

III. Define Epics & User Stories

IV. Sprint Planning

V. Daily Scrum simulation

Role: Scrum Master facilitates, All participate

Run a 5-minute daily meeting (simulate in class or online chat) answering:

- What did I do yesterday?
- What will I do today?
- Any blockers?

Do this at least 3 times during the lab or via status update comments on Jira.

VI. Work on Tasks

Role: Developers

- Developers start working on their assigned tasks (simulation)
- Move tasks on the Scrum Board (To Do → In Progress → Done)
- Add comments or attachments (screenshots, mockups, notes)

Use Jira comments to ask questions and @mention teammates.

VII. Track Progress and Use Report

Role: Scrum Master

- Check the Burn-down Chart during the sprint
- Ensure tasks are updated regularly

VIII. Sprint Review and Retrospective

All Roles Involved

At the end of the sprint, simulate a Sprint Review

- Each Developer explains what was done
- Product Owner gives feedback

Run a Retrospective

- What went well?
- What could be improved?
- What will we do differently next sprint?

Submission:

- **Report:**
  - Index numbers [All Members]
  - Jira project URL (with at least 1 completed sprint)
  - Screenshots of:
    - ✓ Created Epics & Stories
    - ✓ Scrum board with progress
    - ✓ A report (e.g., burn-down chart)
  - 1 or 2-pages reflection (team-based) answering:
    - ✓ What did each role do?
    - ✓ How did Jira help you as a team?
    - ✓ One thing you liked and one thing to improve

- **Time allowed:** 1.00 PM – 3.00 PM.
- **Submission method:** Upload your report to the **VLE (Virtual Learning Environment)** using the provided link.
- **File format:** PDF
- **File naming format:** **Group_[GroupNumber]_ Index_[AllMembers].pdf** *(e.g., G_03_ Index_IT2022010_IT2022034_IT2022025_IT2022044.pdf)*