Jira

======================== JIRA / Testing world =========================

1. How to create a new Bug/Defect in Jira ?

=> login to Jira

> create

> select issue (Bug)

> summery(short descripton about Bug)

> Descripton(full description and steps to reproduce, expected and actual result)

> priority (High, medium, low)

> label (smoke test). Label is used for grouping (optional). Example: automation, regression, sanity test.

> enviroment (xmple: it is getting on the firefox environment only)

> attach screenshot/video. click browse…

> assignee (dev lead or any developer or test lead)

> click create btn. It will show you the number of the defect. we can see the defect entering the defect id in search box.

2. what is Bug life cycle in Jira ?

=> login to Jira

> take the screenshot of the defect

> create a new defect with sceenshot (status will be open)

> developer reject/accept the bug and start working (status will be in progress)

> after fixed status will be resolved and assigned to the tester

> if fixed tester will change status to closed and add some comments > close issue.

3. how to re-open a defect/bug in Jira ?

=> login to Jira

> created new defect but developer rejected…

> read the developer comments and if it is not satifactory then add your comment and change the status to re-opent issue….

4. how to search and update a defect in Jira ?

=> login to Jira

> enter defect ID in search box > press Enter (if u don’t remember defect id u can type some text)

> go to desired part and update .

5. how to report a defect and link team members.

> create an issue

> in description box at bottom type @some name then select the link. After link you can ask anything if you want.

6. how to do comment

> go to issue at bottom > activity > comment > type your comment > save.

> can link to some one : type @some name > select link > after link you can add your comment/question.

1. What is Jira ?

A. jira is a software for planning, tracking, reporting and releasing of a project. Jira was started as a software development tool to support agile development methodology.

2. what is an issue in Jira ?

A. Jira issue is a Task for the team in order to complete and deliver a project. Different types of Jira issues are – task, story, bug, epic (Jira software for developer). Task and sub task for (Jira core). service request , Incident, problem, changes (for Jira service desk).

3. what are the tabs in Jira ?

A. Project – to access, import, and create a new project,

Dashboard – to view the system dashboard or manage a new dashboard,

Create – to create different types of issues.

Issues – to search, filter and manage issues,

Boards – to access scrum or Kanban boards for the project been created,

Pepole – to create a team member.

Search – to search the issues.

Filter – to sort and search the issue.

Tests – to manage the test related artifacts.

4. what is gadgets in Jira ?

A. gadget displays the summaries of the Jira project and issues data on Jira dashboard.

5. How to create a new dashboard ?

A. Dashboard – manage dashboard – create new dashboard. Then add a new gadget.

6. what is Jira marketplace ?

A. (dropdown on right top corner) Jira marketplace is a marketplace where we can install available add-ons.

7. what is a Project in Jira ?

A. Jira project is a collections of issues like task, story, bug, epic.

Its a single place to manage my work flow of the project.

Every project has a workflow. Issues follow the workflow from creation to completion.

8. what are the types of Jira project ?

A. there are three types of Jira project/applications.

i) Jira software for development project.

ii) Jira core for business project.

iii) Jira service desk for any help desk project/application.

9. what are the materials of a Jira project ?

A. materials are :

Users – team members.

Issues – task, sub task, story, bug, epic etc.

Workflows – processes for each task.

Versions – releases like (1.0, 1.1 etc).

Components – software projects components are like database, ui etc.

Data – information / status of the project.

10. what is scrum ?

A. scrum is a frame work for agile (development methodology). Jira project supports two types of framework – scrum and Kanban. Scrum is very suitable for sprint development.

11. what is Kanban ?

A. Kanban is a framework for agile (development methodology). Jira project support two types of framework – scrum and Kanban. Kanban is very suitable for continuous workflow / software development.

12. how to create/setup a project in Jira ?

A. on Jira home page – project – create project – select project – next – select issue type – do name for project and key will be automatically set. Key can be customized as well.

Project can be imported from an existing one. New project also can be created using shared configuration.

13. how to edit or delete a project in Jira ?

A. \*(setting) button top right corner – project – select project – edit / delete a project.

14. what is Epic in Jira ?

A. an epic is simply a type of issue in Jira. Epic is used for large body user stories. Epic might take several sprint to complete. Epic issue is only available in Jira software. To create an epic issue – on home page – create – select issue type epic – create.

15. what is User story in Jira ?

A. User stories are smaller requirements just to cover the information for work.

To create a story – on home page – create – select issue type story – create. Then to see epic stories … go to board – MOP board. New epic story also can be created here.

16. how to create a task in Jira ?

To create a task – on home page – create – select task as issue type from dropdown.

17. what sub task in Jira ?

A. a sub task is smaller part of big task. To create a sub task go home page – setting – issues – select any story from dropdown list – you can see sub task – click on (+) icon.

18. how to create a bug in Jira ?

A. To create a bug – on home page – create – select task from issue type as bug.

19. what is an issue template ?

A. issue template is used to create different types of issue like task, story, epic, bug etc.

20. how to search issues in Jira ?

A. home page – setting – issues – search for issues.

21. how to search all issue types of a project in Jira using basic search ?

A. home page – setting – issues – search for issues – project all – select project.

22. how to search a particular issue types of a project in Jira using basic search ?

A. home page – setting – issues – search for issues – project all – select project – type all – select issue type.

23. how to search all Jira issues assigned to you ?

A. home page – issues – search for issues – assignee all – current user.

24. how to search particular Jira issues assigned to you ?

A. home page – issues – search for issues – assignee all – current user – issue type – select type of issue.

25. how to search issue by reporter in Jira ?

A. home page – setting – issues – search for issues – more – reporter.

26. how to search issue by status in Jira ?

A. home page – setting – issues – search for issues – status – select preferred one.

27. how to search issue by date in Jira ?

A. home page – setting – issues – search for issues – more – select date.

28. how to reset/save search criteria filter ?

A. home page – reset as you need – save as.

29. how to transition an issue in Jira ?

A. home page – boards – select project board – drag and drop an issue from column to another column. Or home page – boards – select project board – open an issue – go to the issue – select preferred option.

30. how to close or dissolve an issue in Jira ?

A. home page – boards – select project board – drag and drop an issue from progress column to done column.

Or home page – boards – select project board – open an issue – go to the issue – select done option.

31. how to find completed issue in Jira ?

A. home page – issues – search for issues – project all – select project – status.

32. how to edit an issue in Jira ?

A. home page – boards – select project board – open an issue – go to the issue – edit/update.

33. how to see the issue activity in Jira ?

A. home page – dashboard – open the issue.

34. how to track/log an issue in Jira ?

A. home page – boards – select project board – open an issue – more – log work.

35. how to create sub task for story in Jira ?

A. home page – boards – select project board – open an issue – more – create sub task – create.

36. how to link an issue in Jira ?

A. home page – create – linked issue.

\*\* can we write test cases in Jira ?

A. YES, using Zephyr (Scale) we can write test cases in Jira.

**Jira by Bliss:…………………………….**

1. Introduction: Jira is a Bug tracking tool.

2. Introduction to Jira: Jira is a defect management tool.

3. What is Scrum: Scrum is a framework based on Agile to

define, plan, execute and deliver project.

4. what is the Structure of Scrum Team:

= Scrum has 3 roles: product owner, scrum master, development team.

5. What is Product Backlog and Sprint Backlog:

= backlog is a list of prioritized Item..

6. what is Scrum Ceremonies:

= it means planning, daily stand up, sprint review, sprint Restospection.

7. What are Epics, User Stories, Tasks and Bugs:

=Epics are huge work stories which can not be delivered in one sprint.

should be devided into more sprints.

=User stories are smaller requirements to cover just the information for work.

=Tasks are the work required to get the story done.

=Bugs are difference between expected result and actual result.

8. How to Create a Project in Jira:

=click Create > select scrum > use tamplate > select a company manage project

> do name.

9. How to Create an Epic in Jira:

= Active sprint > create > Epic > do name > summery > priority > select sprint.

10. How to Create a User Story in Jira:

= Issue > create > select issue type(story) > summery > select label > select Epic > create.

11. What are the Labels in Jira:

= Labels are kind (category) of tasks you want to put on your issues..

12. How to Create a Task in Jira:

= create > task > do name > create.

13. How to Create a Bug in Jira:

= create > Bug > do name > summery > selet label > select Epic > create.

14. How to do Estimations in Jira - Adding Story Points

15. How to Create a Sprint in Jira:

= project > backlog > create sprint > add stories(by dragging) > start sprint > write sprint goal > start.

16. How to Configure a Scrum Board in Jira:

= project > board > click(...) > board setting > do setting as requirement. column, priority, estimation etc..

17. How to Complete a Sprint in Jira:

= once all the issues been completed dragg & drop to done > click complete sprint.

18. How to Create Filters in Jira: filters are used to save the list of issues based on criteria..

= click Filters > search issues > type project name and label Name > search ... save the filter.

19. How to Create a Dashboard in Jira:

= its a view of Jira project..click Dashboards > create dashboard > do name >

select access option > save

add gadget > select filter, label >

20. What are Workflows in Jira and How to Edit Workflows in Jira:

= project > project settings > workflows > edit > Software Simplified Worklow for Project xy >

edit icon > add a status > do name > descriotion > category..

**================ Practical Jira By Testing world ================**

**Sample Database, Tables with Data**

Download sample database file from here https://drive.google.com/file/d/1pYGglElnaAbsms\_lmLoPgv9HVbna6zXJ/view?usp=sharing

# how to create/open an issue in Jira ?

= Home page > Create > select project, issue type, summery >

add complete description

and steps to reproduce

and expected & actual result

> priority > Labels (optional) > Environments (optional)

> add screenShot (high lighted )

> assignee (to lead)

> create.

# how to reopen an issue in Jira ?

= project > issues and Filters / search issue > select issue > if not fixed then do comment if needed > click dropdown > select reopen > comment again if needed > reopen issue.

= when it is fixed verify the issue if fixed then click dropdown > select closed > closed issue.

# how to use Jira zephyr plugin ?

= Zephyr plugin is used for Test management, to create Test plan, Test cases, Test cycle, tracebility matric etc….

> to download zephyr > setting > apps > type zephyr > install zephyr scale.

> to create Test cases > go to Tests > Tests

> Create new folder Parent

> to create sub folder click (…) > add sub folder

> start to create test cases > select folder > click +New (there will be Details, Test Script, Execution, Tracebility, Attachment, Comment, History TAB).

> in details TAB… fill out all fields like…

- TC name… TC001\_login\_functionality\_valid\_credintial etc…

- in Objective add… description :

steps to perform :

expected result :

actual result :

> precondition : browser cache and history should be cleared.

> select status (draft means not final, approved means final),

Priority (high, medium, low),

Component (if there is any component),

owner (who is writing the test cases),

eastimated time (how much time it can take to execute),

Label (category - optional but useful).

> save. the click back to see the test cases.

=> in the Test Script Tab we can write the test cases in the form.. ( step, Test Data, Expected Result).

> fill out all fields, then click add step to start a new step. We also can edit, delete, attach file to a step.

# how to clone an issue in Jira ?

= Project > Backlog > select issue > click(…) > clone > change summery > clone.

Refresh Backlog to see the cloned issue.

# how to create a sub Task ?

= Backlog > click on issue (story/Task) > click sub Task icon > select options > save.

# how to convert issue to sub Task ?

= Project > open issue > click on issue > click on(…) > click convert to sub task > select a parent issue > next > next > finish.

# how to convert sub Task to issue ?

= Project > open issue > click on issue > click on(…) > click convert to issue > select a

parent issue > next > next > finish.

# how to create an issue using CSV ?

= Create > select issue type > click import issue (before that check configure fields) > select file > next > provide project details > next > after few seconds click submit.

# how to Edit an issue ?

= Backog > descripion > edit > save.

= issue > select issue > click on (…) > edit > update info > click update.

# how to change issue type ?

= project > Backlog > click on issue > click on issue icon > select issue type.

# how to Email an issue ?

= Backlog > select issue > click Share icon > type email > send.

# how to create / search a Label for an issue in jira ?

A Label is used to categorize the issue…

= project > Backlog > select issue > Labels > name label. ( to create )

= search box > go issues > +more > Label > click on expected issue. ( to search ).

# how do Linking an issue ?

= Backlog > select issue > click on link issue icon > select block option and the issue link to.

# how to move an issue ?

=Backlog > select issue > click(…) > move > select the project and issue type.

# how to create a sprint ?

= Backlog > create sprint > click(…) > edit sprint.

# how to view an history ?

= Filter > project > test project > select user > select date > also can Export CSV/excel > also can report a Bug from setting.

# how to search an issue ?

= type issue name or id in search box > select the issue.

# how to do advanced search ?

# how to do Reports ?

# how to attach file and screenShot in Jira ?

= select issue > click attach icon > attach file/screenShot.

**========= Quality center By Hamid Junejo (Hamy June) =========**

**Note : keep same Folder Name in all Tabs like requirement, test plan, test lab etc.**

**Requirement :**

when the business analyst gets the requirement then he uploads them into Quality Center…

**Create requirement :**

First create a folder = go Requirement > click new folder( 1st icon) > do name > ok,

Then create requirement = click new req.(2nd icon) > select req. type > do name > ok.

**Note : keep same Folder Name in all Tabs like requirement, test plan, test lab etc.**

**Test Plan :**

**Create Test:**

First create a folder = go Test Plan > subject > click new folder(1st icon) > do name > ok.

Then create Test cases = click new test (2nd icon) > fill required fields > ok.

Map Test Case to Requirement = click Req Coverage > click select Req > Requirements > select the requirement > click ( <= icon ) > close. Now it is mapped.

Create Test steps = click Design Steps > click new step icon > description > ok.(create as many you need).

We can add / lessen columns using column icon then click save icon.

**Note : keep same Folder Name in all Tabs like requirement, test plan, test lab etc.**

**Test Lab:**

**Import Tests:**

Go Test Lab > click Root Folder to create new Folder(1st icon) > do name > ok.

Now click new Test(2nd icon) > do name > ok.

Now click Select Tests > find Folder just created > select the test > select result review status > ok.

Now go back to Test Plan > go to the test > copy the test name > click details > paste it in description

> click Design Steps > click save icon > click refresh icon.

> go back to Test Lab > click refresh icon. (by clicking Select Test you can visible/invisible the tests).

**Execute / Run tests:**

Select the test > click Run > Begin Run > select status (passed, failed, not run etc.) > click End Run icon.

(clicking End Run icon will save the result, if you save any incomlete result then click Run down\_arrow v > click Continue Manual Run > click Begin Run to finish the steps).

**Defects Module:**

**Create a Defect:**

(i) Click Defects Tab > New Defect > fill all options > defect id will be generated > copy id

> Then go Test Lab > double click on failed test > click Linked defects icon > select By ID (2nd icon) > paste defect id > link.

(ii) Test Lab > double click failed test case > click linked defects icon > click New Defect icon > fill all options, add sceenshots, take pictures etc > submit.