



FGCU COMPLETE W/ JIRA



## OVERVIEW

- What is Jira?
- Why use Jira?
- Jira Dashboard
- Issues in Jira
- Issue sharing
- Events in Jira
- Jira schemes
- Events in Jira
- Jira integrated software

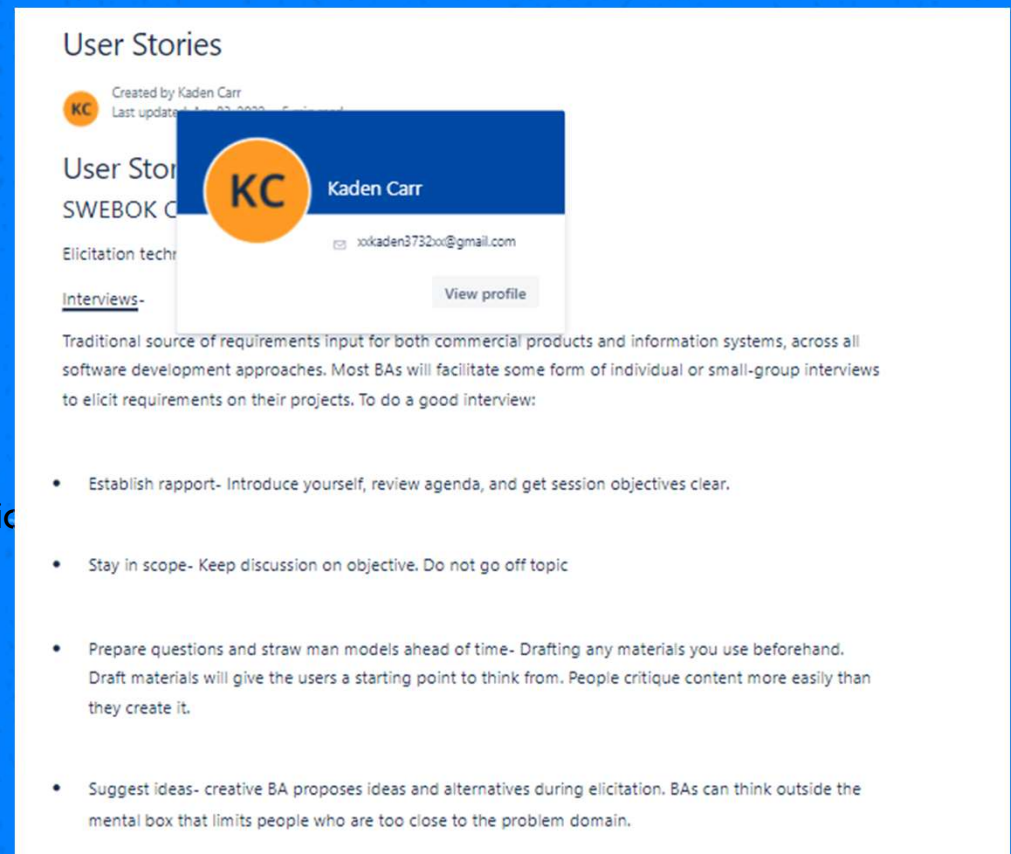


# JIRA FOR SOFTWARE DEVELOPMENT

Jira is a software development interface created by Atlassian. Jira is specifically used for Product Management and can be used for bug tracking, issue tracking, and requirement tracking.

Jira is widely used for software development and software testing.

Can track a list of requirements, constraints, and various issues in backlog accessible to software dev team.



The screenshot shows a Jira User Story card titled "User Stories". It is created by Kaden Carr, with a last update of 11/03/2023. The card includes a profile picture of Kaden Carr (KC) and his email address, xokaden3732io@gmail.com, with a "View profile" button. The story is categorized as "User Story" and "SWEBOK C". It lists "Elicitation techniques" as "Interviews-". The description states: "Traditional source of requirements input for both commercial products and information systems, across all software development approaches. Most BAs will facilitate some form of individual or small-group interviews to elicit requirements on their projects. To do a good interview:" followed by a bulleted list of interview tips.

**User Stories**

Created by Kaden Carr  
Last updated 11/03/2023

**User Story**  
SWEBOK C

Elicitation techniques  
Interviews-

Traditional source of requirements input for both commercial products and information systems, across all software development approaches. Most BAs will facilitate some form of individual or small-group interviews to elicit requirements on their projects. To do a good interview:

- Establish rapport- Introduce yourself, review agenda, and get session objectives clear.
- Stay in scope- Keep discussion on objective. Do not go off topic
- Prepare questions and straw man models ahead of time- Drafting any materials you use beforehand. Draft materials will give the users a starting point to think from. People critique content more easily than they create it.
- Suggest ideas- creative BA proposes ideas and alternatives during elicitation. BAs can think outside the mental box that limits people who are too close to the problem domain.

# IMPORTANT WAYS TO USE JIRA

The importance of Jira is that this software is developed by Atlassian to help teams of all types manage work.

This software can be specifically useful for development teams within software and a great tool for product managers to use to guide a team through development.

- Used as an agile tool to track development
- Easy for team to see progress
- Improves prioritization
- Keeps everyone on track

## Business Analysis

 Created by Kristen Carr  
Last updated: Apr 10, 2022 • 5 min read

### 1. Introduction

#### 1-1. Business Purpose

The purpose of the Innovative Education and Partnerships program at FGCU is to provide students who have not yet graduated and are struggling with graduating an easier way to graduate through alternatives. These alternatives include 8-week classes to help students who already have a lot going on in the background.

#### 1-2. Business Scope

The project "FGCU Complete" is connected to FGCU making FGCU the supporter of the business model. The range of business activities that goes on this organization includes helping student's in the constraints of the program. If the students qualify to the program, the business can run operations.

#### 1-3. Overview

The program is designed for returning students to get their degree at a faster rate as they otherwise would as opposed to the traditional methods. With this program students are offered with a faster alternative. This alternative includes 8-week classes to speed up the process of obtaining 1 of 6 current degree options.

#### 1-4. Definitions

#### 1-5. Major Stakeholders

The major stakeholders that support the running of the program include donors.

### 2. References

Kristen Vanselow- Interview conducted to seek out information regarding business practices.

FGCU Complete- Explains key details regarding program.

### 3. Business management requirements

#### 3-1. Business environment

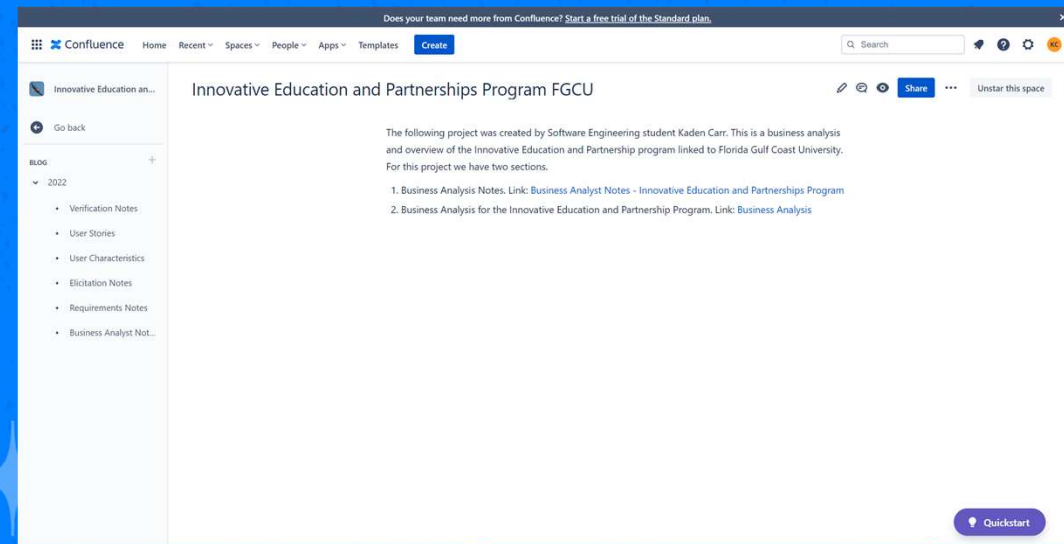
The business operations behind Innovative Education and Partnerships program involve the faculty members involved with the registration processes. These advisors spread the program to students qualifying primarily through word of mouth. The secondary system that takes place to involve people within the business environment of the program includes the FGCU email system where it will reach out to certain students who would qualify to be a part of the partnership program.

#### 3-2. Mission, goals, and objectives

# DASHBOARD IN JIRA

Jira development is the screen that the team will see when logging into Jira. This dashboard can be changed based on the desire of the product manager.

Personal and project dashboards can be made to track separate projects or to track separate types of work throughout the project. The gadgets and dashboard can be reordered and switched based on the user.



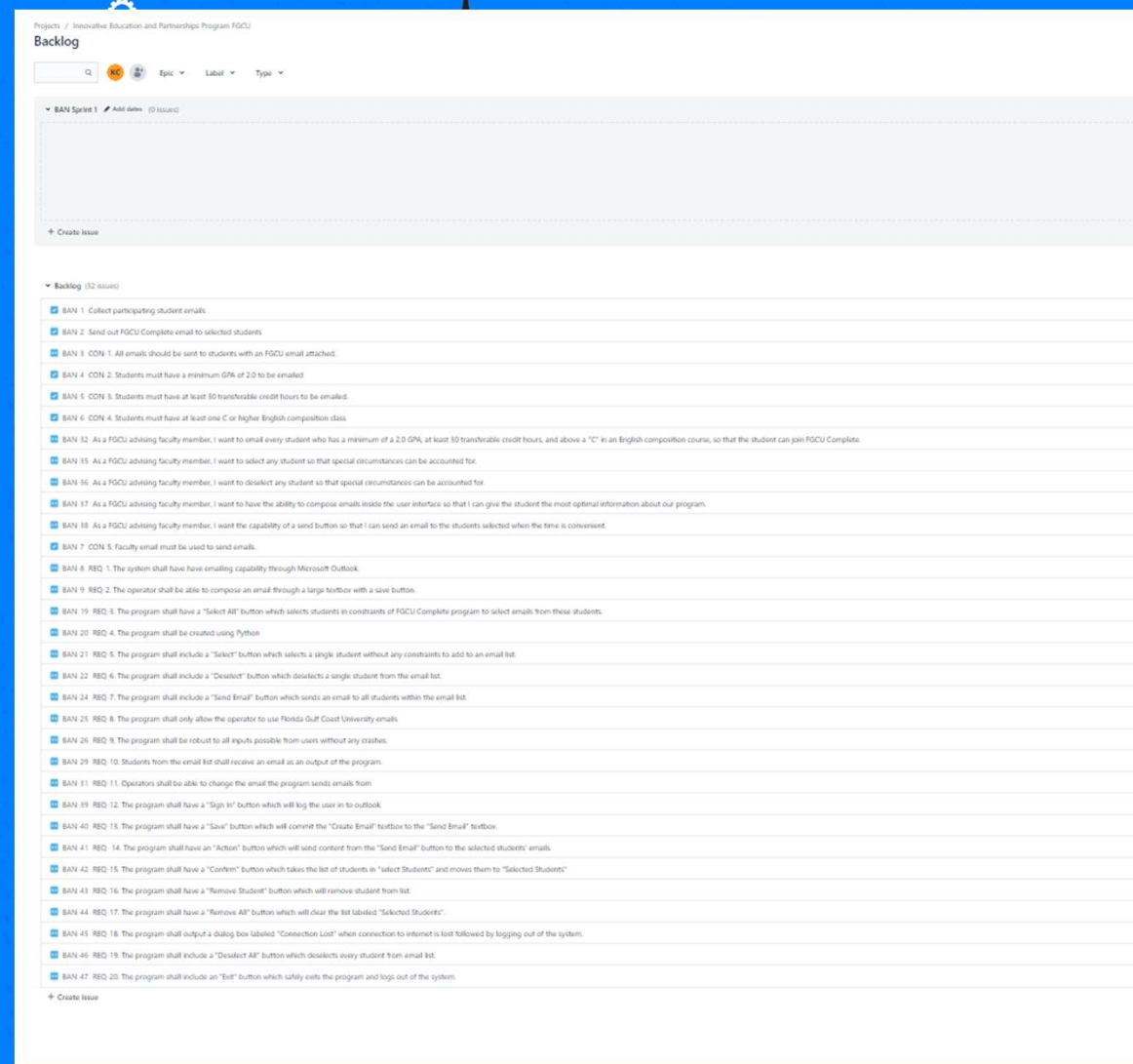
The above picture is an example of what a dashboard on a project will look like

# ISSUES IN JIRA

**\*\*Jira is an issue tracking software\*\***

Allows issue creation, issues types, and all issues will be stored inside the backlog. The backlog tracks all the issues within the product management software.

Entire team has access to backlog and the software development team will clear the backlog based on attributes off issues. Analyst/product management creates issues for the team to clear.





# HOW ISSUES CAN BE SHARED

Jira is a product management software with permissions throughout the system. Issues can be shared if provided correct information.

Needed - > Email of user to share issue

## Collaborating on issues

You can easily keep your team informed by using the **Share** (🔗) button to share an issue with other Jira users. If your administrator has enabled anonymous access, you can also share issues by entering the email address of a non-Jira user.



# EVENTS IN JIRA

- Give information regarding status of the project
- Keeps team on track/ know what is complete
- Create event:

1. Navigate to Administration | System | Events.
2. Enter the new event's name.
3. Select a template that will be used for the e-mail notification when the event is fired. ...
4. Click on the Add button to create the new event, as shown in the following screenshot:

### Create event

Calendar\*

Confluence JIRA Release Calendar

Event Type\*

JIRA Issue Dates

Server\*

JAC

Name\*

A Test Project - Issues

Display\*

☐ Project

☐ Saved filter

☒ JQL (advanced)

project = CONF AND issuetype = Improvement

Valid JQL

Show

**Single date:**

☐ Issue Due Date

☒ Version Due Date

☐ Sprints

☒ Issue Created Date

☒ Issue Resolved Date

☐ PM Reviewed

**Date range:**

Display the time between a start and end date for an issue.


Add start and end date...

OK

Cancel

Once you've entered a JQL query, choose the dates you'd like to display in Team Calendars

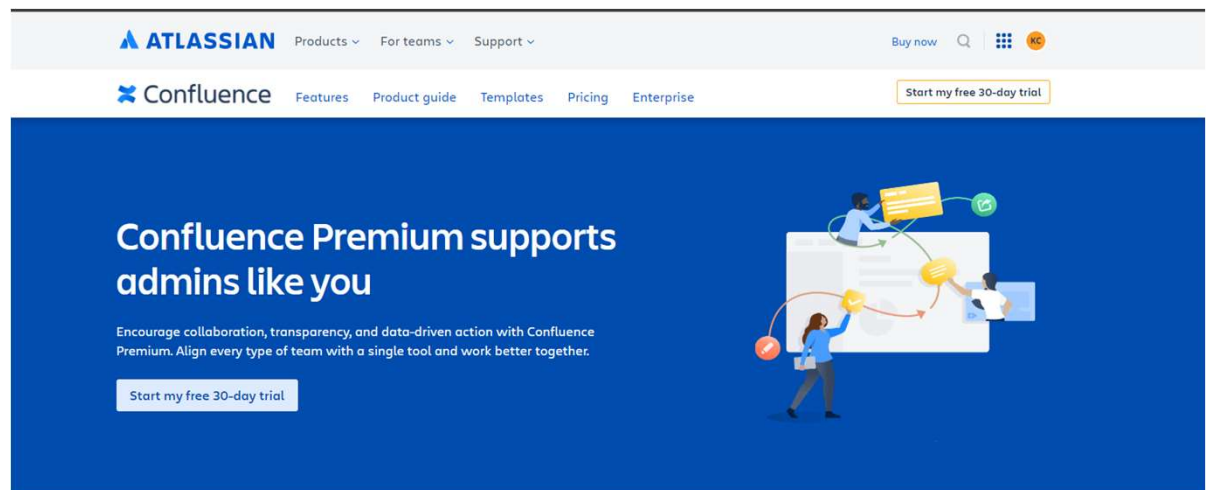


- 
- The background is a solid blue color. It is decorated with several white and light blue gears of different sizes scattered across the top half. Interspersed among the gears are several four-pointed starburst shapes, some in white and some in a darker blue. The overall aesthetic is clean and modern, typical of a professional presentation.
- Widely used software for software development
  - Primarily used for product management
  - Can track issues with a team (Sharable by email)
  - Keeps team on track
  - Great way to track requirements
  - Able to personalize to meet team
  - Use of events will keep team on track

## KEY TAKEAWAYS

Jira can be used as a great tool for product management and development particularly for software. Great for agile development. Utilizing Jira is a great way to keep a software development team on track efficiently and having the team complete required stakeholder requests through a backlog. Easily customizable and can be adjusted to agile team.

- Increases productivity
- Decreases waste/error
- Great tool to keep team to requirements
- Easy to check
- Highly adjustable for team



## SUMMARY

## AUTHOR – KADEN CARR



- Experienced Business Analyst/Product Management using Jira
- Use of Jira to create/manage development for FGCU Complete Emailing app
- Software Development through Whitaker College of Engineering
- Work - > [BAN board - Agile board - Jira \(atlassian.net\)](#)



# EXAMPLE OF JIRA PROJECT

- Created fully documented development of email registration software through FGCU Complete
- Requirements:
- Completed Backlog
- Requirements Trackability Matrix

# DOCUMENTATION THROUGH JIRA USING PAGES

**KC**  
Kaden Carr  
Go to personal space

[Overview](#)  
Recent  
Starred  
Drafts

**Find your way by coming Home**  
Whether you need to check on things you've worked on recently, keep up with what your teammates are doing, or see what content is popular on your site, the Home page lets you see it all.

Pick up where you left off

- Innovative Education and Partnerships Program FGCU**  
Innovative Education and Partnerships Program FGCU • You visited 10 minutes ago
- Business Analysis**  
Innovative Education and Partnerships Program FGCU • You visited 10 minutes ago
- Business Analyst Notes**  
Innovative Education and Partnerships Program FGCU • You visited 10 minutes ago
- Elicitation Notes**  
Innovative Education and Partnerships Program FGCU • You visited 10 minutes ago
- Verification Notes**  
Innovative Education and Partnerships Program FGCU • You visited 10 minutes ago

[Show more](#)

Discover what's happening [Following](#) [Popular](#) [Edit following](#)

**Spaces**  
KC

**Announcements**

- Easy way to document new information about project
- Great way to track progress for team
- Allows multiple documents to be organize

</software/projects/BAN/pages>

# COMPLETE BACKLOG

Innovative Education a...  
Software project

PLANNING

Roadmap

Backlog

Board

DEVELOPMENT

Code

Project pages

Add shortcut

Project settings

Projects / Innovative Education and Partnerships Program FGCU

Backlog

KC Epics Label Type

BAN-35 As a FGCU advising faculty member, I want to select any student so that special circumstances can be accounted for.

TO DO

BAN-36 As a FGCU advising faculty member, I want to deselect any student so that special circumstances can be accounted for.

TO DO

BAN-37 As a FGCU advising faculty member, I want to have the ability to compose emails inside the user interface so that I can give the student the most optimal information about our program.

TO DO

BAN-38 As a FGCU advising faculty member, I want the capability of a send button so that I can send an email to the students selected when the time is convenient.

TO DO

BAN-7 CON-5. Faculty email must be used to send emails.

TO DO

BAN-8 REQ-1. The system shall have emailing capability through Microsoft Outlook.

TO DO

BAN-9 REQ-2. The operator shall be able to compose an email through a large textbox with a save button.

TO DO

BAN-19 REQ-3. The program shall have a "Select All" button which selects students in constraints of FGCU Complete program to select emails from these students.

TO DO

BAN-20 REQ-4. The program shall be created using Python

TO DO

BAN-21 REQ-5. The program shall include a "Select" button which selects a single student without any constraints to add to an email list.

TO DO

BAN-22 REQ-6. The program shall include a "Deselect" button which deselects a single student from the email list.

TO DO

BAN-24 REQ-7. The program shall include a "Send Email" button which sends an email to all students within the email list.

TO DO

BAN-25 REQ-8. The program shall only allow the operator to use Florida Gulf Coast University emails

TO DO

BAN-26 REQ-9. The program shall be robust to all inputs possible from users without any crashes.

TO DO

BAN-29 REQ-10. Students from the email list shall receive an email as an output of the program.

TO DO

BAN-31 REQ-11. Operators shall be able to change the email the program sends emails from

TO DO

BAN-39 REQ-12. The program shall have a "Sign In" button which will log the user in to outlook.

TO DO

BAN-40 REQ-13. The program shall have a "Save" button which will commit the "Create Email" textbox to the "Send Email" textbox.

TO DO

BAN-41 REQ- 14. The program shall have an "Action" button which will send content from the "Send Email" button to the selected students' emails.

TO DO

BAN-42 REQ-15. The program shall have a "Confirm" button which takes the list of students in "select Students" and moves them to "Selected Students"

TO DO

BAN-43 REQ-16. The program shall have a "Remove Student" button which will remove student from list.

TO DO

BAN-44 REQ-17. The program shall have a "Remove All" button which will clear the list labeled "Selected Students"

TO DO

Insights