BSc (Hons) in Information Technology - SE
Year 3

Lab Sheet 01 - JIRA

SE3080 – Software Project Management   Semester 2

Objectives:

- Understand fundamental project management concepts and key knowledge areas.

- Learn about Integration and Scope Management in projects.

- Gain hands-on experience using JIRA to support Integration and Scope Management.

PART 01:

Step 1. Define Project Management

Write a brief definition of project management and its importance in your own words.

Step 2. Identify Project Phases

List the five main phases of a software project and briefly describe each of the phases.

Step 3. Know the 10 Knowledge Areas

List down the 10 knowledge areas in project management.

Exercise: Fill the following table with appropriate knowledge areas for each activity

Activity	Knowledge Area
Create project Charter	
Define product features	
Plan project timeline	
Assign tasks to team members	
Track project budget	
Manage project risks	

PART 02:

Step 4. Understand Integration Management

Write a brief note on why integration is important in project management. Consider challenges like coordinating teams and tools.

Step 5. Using JIRA for Integration Management

  a. Login to JIRA (https://id.atlassian.com)

  b. Create a New Project using the Scrum template. Name it "Project Integration Demo."

  c. Create Epics representing major project components (e.g., "User Management").

  d. Create User Stories under epics (e.g., "Implement Login," "Password Reset").

  e. Assign Stories to Team Members (add users and assign issues).

  f. Create a Dashboard to monitor overall progress and activity.

  g. Explore Integrations: If possible, link stories to commits or Confluence documents.

PART 03:

Step 6. Understand Scope Management

Write a definition for project scope and explain what scope creep means.

Step 7. Using JIRA for Scope Management

  a. View the Backlog in your JIRA project.

  b. Add a New User Story to represent a scope change (e.g., "Add Email Verification").

  c. Set Priority and add acceptance criteria (e.g., "Email sent within 1 min of registration").

  d. Move Stories Between Sprints to reflect scope adjustments.

  e. Document any scope changes with comments or attachments.

Submission:

Export or take screenshots of your JIRA project dashboard, backlog, and epics. Write a brief report using these resources by answering the above reflection questions provided. Submit all files together as pdf/zip.