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Step 1: Create a scrum project

Once you create and log in to an account in Jira Software, you can select a template from the library. Select Scrum Next, you'll be prompted to choose a project type and choose team-managed Scrum template. Once you've created your project, you will land on the empty backlog. The backlog is also known as the product backlog and contains an ongoing list of your team's potential work items for the project.

Step 2: Create user stories or tasks in the backlog

Create a few user stories with the quick create option on the backlog. Example : User stories are used to describe work items in a non-technical language and from a user's perspective. . As a {type of user}, I want {goal} so that I {receive benefit}.

As a customer, I want to be able to create an account so that I can see my previous purchases.

Step 3: Create a sprint

Create your first sprint in the backlog so you can start planning the sprint. Add story point estimates to your stories by adding a number in the Story point estimate field. You can also add more details to the stories or click the create subtask icon to further break down the work of the story. When you're ready, drag the stories agreed to in the sprint planning meeting into the sprint that you just created. This is your sprint backlog.

Step 4: Start the sprint in Jira

Name the sprint. Add a duration of the sprint and start and end dates. Once you start your sprint, you will be taken to the Active sprints tab in the project. This is where your team will work to pick up items from the to-do column and move them into in-progress and eventually, done! this will be called a Board.

Step 5: View the Burndown Chart

It's a good idea to check the Burndown Chart during a sprint. In Jira Software, the Burndown Chart shows the actual and estimated amount of work to be done in a sprint. The Burndown Chart is automatically updated by Jira as you complete work items. To view this chart, click Reports from the sidebar, and then select the Burndown Chart from the reports dropdown.

Step 6: View the sprint report

The Sprint Report includes the Burndown Chart, and lists the work completed, work not completed, and any work added after the sprint started.

Step 7: Complete the sprint in Jira

At the end of the sprint, you must complete it.