

JIRA

Demos

Document Revision History

Date	Revision No.	Author	Summary of Changes
April 2018	1.0	Neelima Padmawar	New Content Creation

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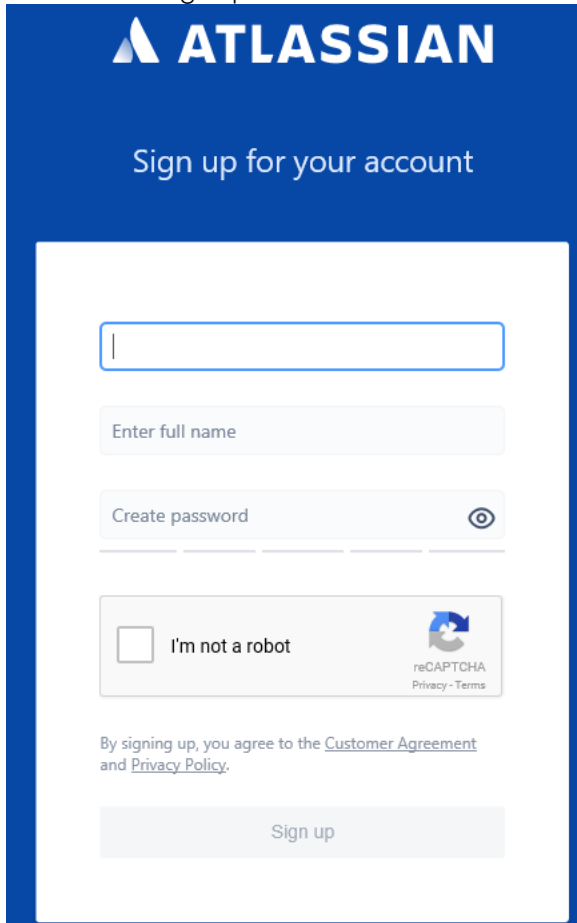
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DEMO 1. REGISTER & LOGIN TO JIRA

1.1 Register to JIRA

Steps:

1. Open Web browser i.e. I.E browser
2. Launch the JIRA application using correct URL:
<https://id.atlassian.com/login?application=mac&continue=https://my.atlassian.com>
3. Home page is displayed
4. Click on 'Sign up for an account' and fill the required details.

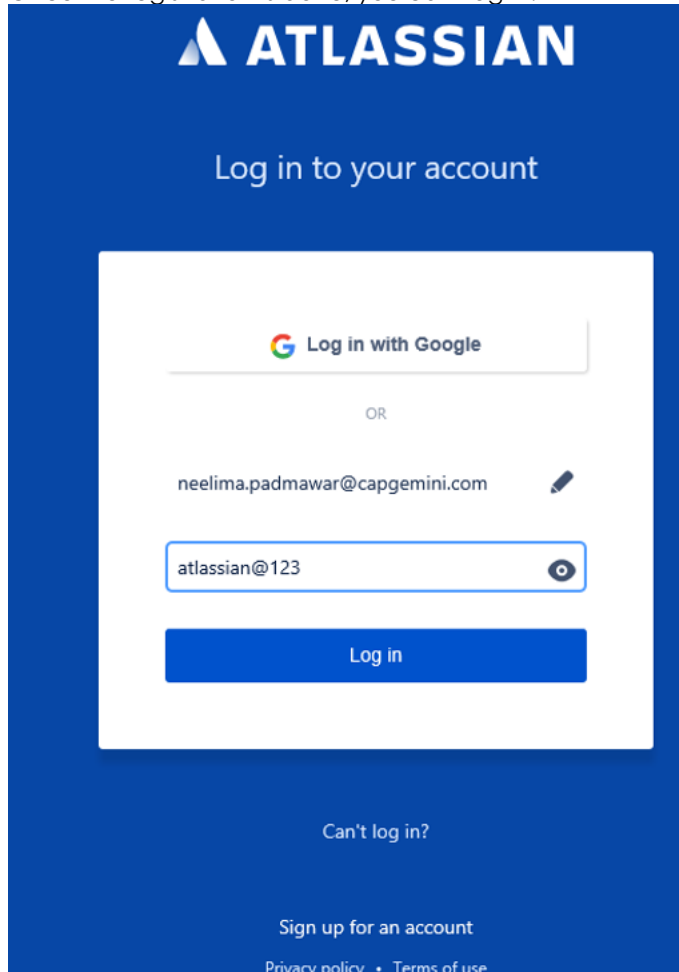


The screenshot shows the Atlassian account registration page. At the top, the Atlassian logo is displayed in white on a blue background. Below the logo, the text "Sign up for your account" is centered. The registration form is contained within a white box with a blue border. It includes a text input field for an email address, followed by a label "Enter full name" and a corresponding text input field. Below that is a label "Create password" with a text input field and an eye icon for toggling password visibility. A reCAPTCHA "I'm not a robot" checkbox is present, with a reCAPTCHA logo and "Privacy - Terms" link to its right. At the bottom, a line of text states: "By signing up, you agree to the [Customer Agreement](#) and [Privacy Policy](#)." Below this is a large "Sign up" button.

1.2 Login to JIRA

Steps:

1. Once the registration is done, you can Log in.

The image shows the Atlassian JIRA login interface. It has a blue background with the Atlassian logo at the top. Below the logo, it says "Log in to your account". There is a white box in the center containing the login options. At the top of this box is a "Log in with Google" button. Below that is an "OR" separator. Then there is a text input field for the email address, which already contains "neelima.padmawar@capgemini.com". Below the email field is another text input field for the password, which contains "atlassian@123". There is a "Log in" button below the password field. At the bottom of the white box, there is a link that says "Can't log in?". Below the white box, there is a link that says "Sign up for an account". At the very bottom, there are links for "Privacy policy" and "Terms of use".

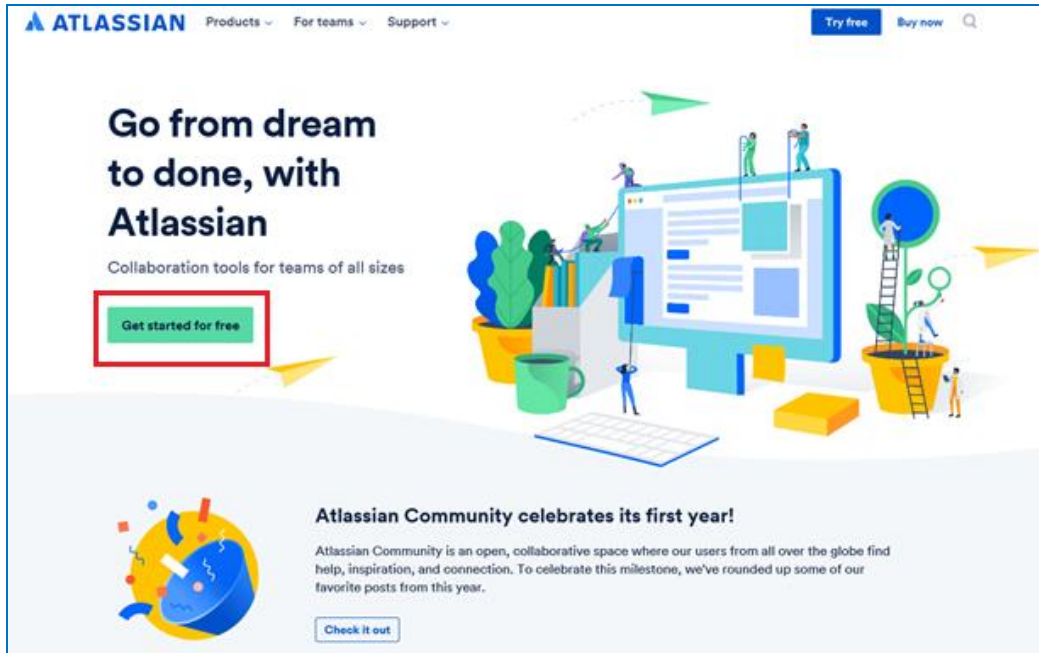
2. Type valid Username and Password
3. Click on Log in button
4. JIRA home page will be launched successfully.

DEMO 2. CREATE YOUR OWN SITE & PROJECT IN JIRA

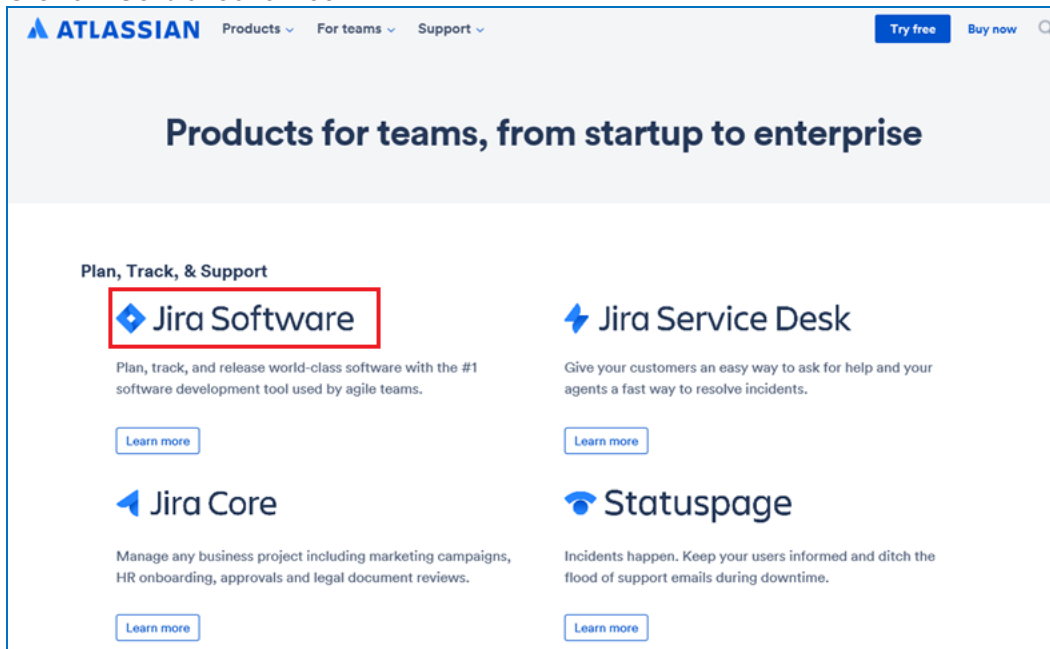
2.1 Claim your own Site & Project

Steps :

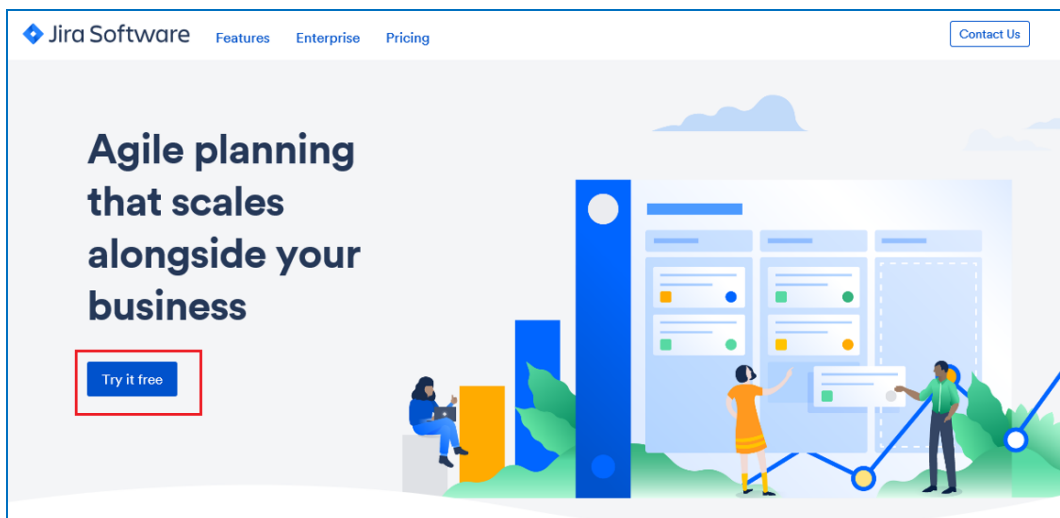
1. Click on 'Home link once logged in. The following home page is displayed.



2. Click on 'Get started for free'



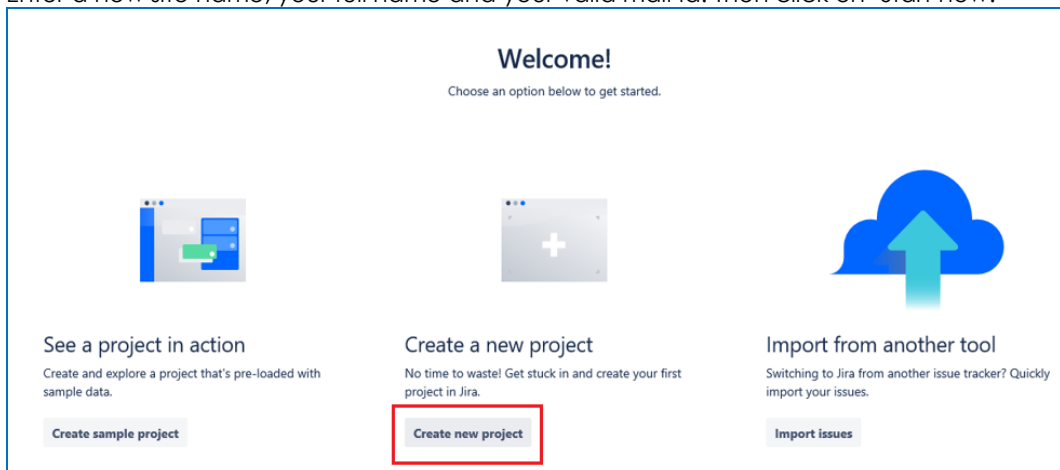
3. Click on 'Jira Software'



4. Click on 'Try it free'


The Atlassian sign-up page for Jira Software. On the left, there's a section titled "Get started with JIRA Software" with a subtext "You're signing up for our Cloud option, hosted by us." and a link "Looking to host it on your own server?". On the right, the "Claim your site" section includes a site name input field (containing "samplejirasite"), a dropdown for ".atlassian.net", and a "Looking to add JIRA Software to an existing site?" link. Below this are fields for "Full name" (containing "Neelima" and "Padmawar") and "Email" (containing "neelima.padmawar@capgemini.com"). A link "Sign in with a different Atlassian account" is present. At the bottom, a disclaimer states "By clicking here you accept the Atlassian Customer Agreement." and a prominent blue "Start now" button.

5. Enter a new site name, your full name and your valid mail-id. Then click on 'Start now'.



6. Click on 'Create new project'

Your team works best with



Scrum

In a Scrum project, you have a board and a backlog for your team to work in sprints.

Project name

Back **Create project**

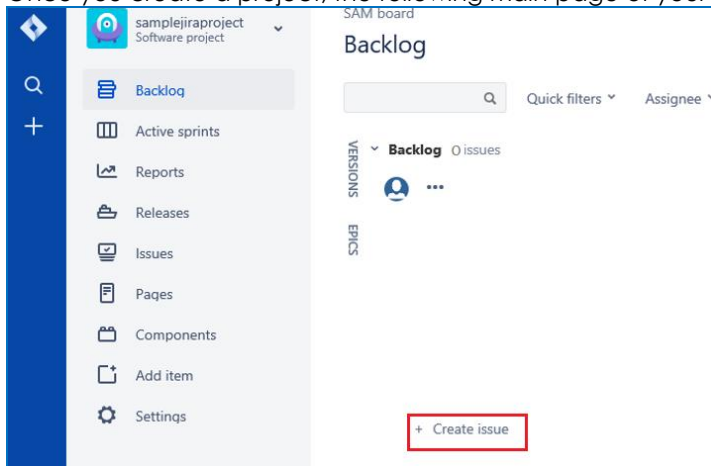
7. Enter the Project name and click on 'Create project'. Your project is created now.

DEMO 3. MANAGING AN ISSUE IN JIRA

3.1 Create an Issue

Steps:

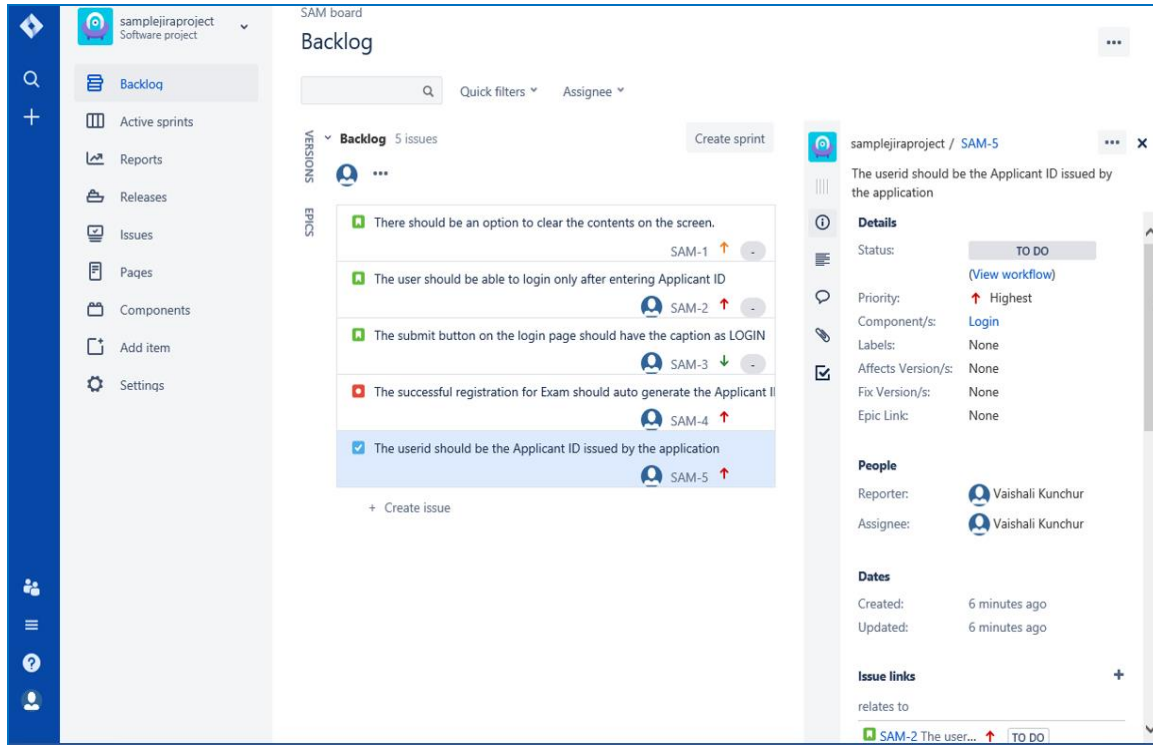
1. Once you create a project, the following main page of your project is displayed.



2. Click on 'Create Issue'. Select Issue type 'story / bug / task / sub-task'.
3. Write the issue type 'story' and name it as 'There should be an option to clear the contents on the screen'. Give priority as Medium and write 'Description'.

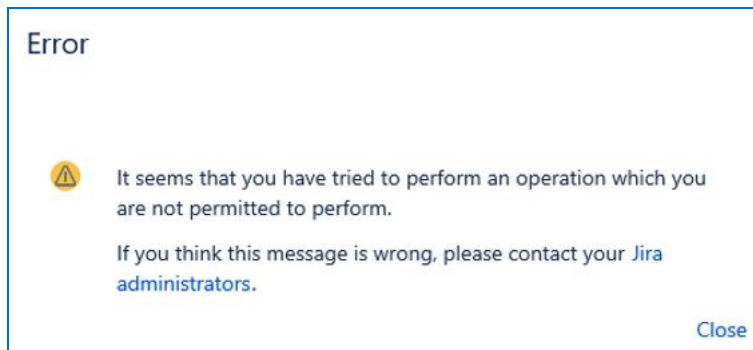
A screenshot of the 'Edit issue: SAM-1' form in JIRA. The form has a 'Summary' field with the text 'There should be an option to clear the contents on the screen.' Below this is the 'Issue Type' dropdown set to 'Story'. There is a note: 'Some issue types are unavailable due to incompatible field configuration and/or workflow associations.' The 'Component/s' field is empty. The 'Description' field contains the text 'There is no button as 'Rest' or 'Clear' to clear the contents.' Below this is the 'Priority' dropdown set to 'Medium'. The 'Labels' field is empty. The 'Attachment' section has a button to 'Drop files to attach, or browse.' The 'Linked Issues' section has a dropdown menu. The 'Issue' field is empty. The 'Assignee' dropdown is set to 'Unassigned'. There is a link 'Assign to me'. The 'Epic Link' field is empty. The 'Sprint' field is empty. At the bottom right, there are 'Update' and 'Cancel' buttons.

Similarly, you can create any type of issue as below :




3.2 Delete an Issue

Try deleting an issue. You will not be able to do so and will get following error since the issues can only be deleted by the Administrator. (Note: We are only seeing 'User activities')



3.3 Create a Sub task

Steps:

1. Select one of the issues.
2. Click on the  icon.

The screenshot displays the JIRA Backlog interface. At the top, the 'SAM board' header is visible. Below it, the 'Backlog' section shows a search bar, 'Quick filters', and 'Assignee' dropdown. A 'Create sprint' button is located on the right. The main area shows a backlog with one issue: 'create a login button' (SAM-1). A red box highlights the three-dot menu icon next to the issue key 'SAM-1'. This menu is open, showing options like 'Edit', 'Assign', 'Log work', 'Send to top', 'Send to bottom', 'Attach files', 'Stop watching', 'Create sub-task' (highlighted with a red box), 'Link', 'Add flag', and 'More Actions...'. The 'Details' section on the right lists fields like Status, Priority, Component/s, Labels, Affects Version/s, Fix Version/s, and Epic Link. The 'People' section lists Reporter and Assignee.

3. Select 'Create sub-task' from the 'Edit' drop-down menu. The 'Edit Issue' window opens where you can edit the issue

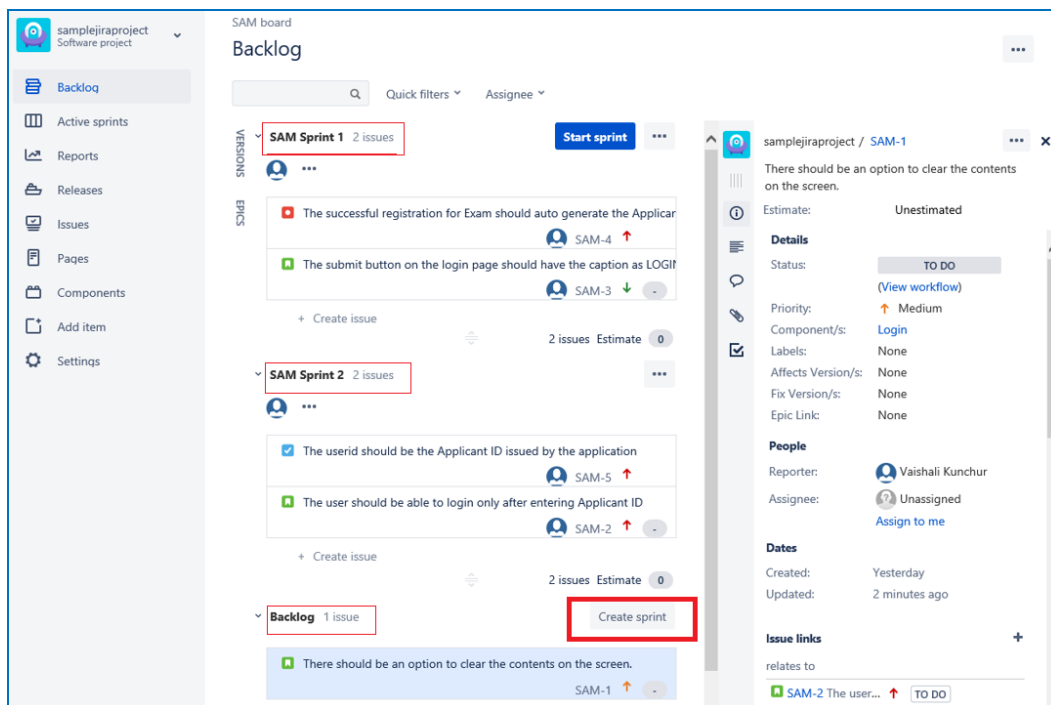
DEMO 4. MANAGING SPRINTS IN JIRA

4.1 Create a Sprint

Steps:

Once your issues are ready, you can create multiple Sprints with a collection of issues in each sprint.

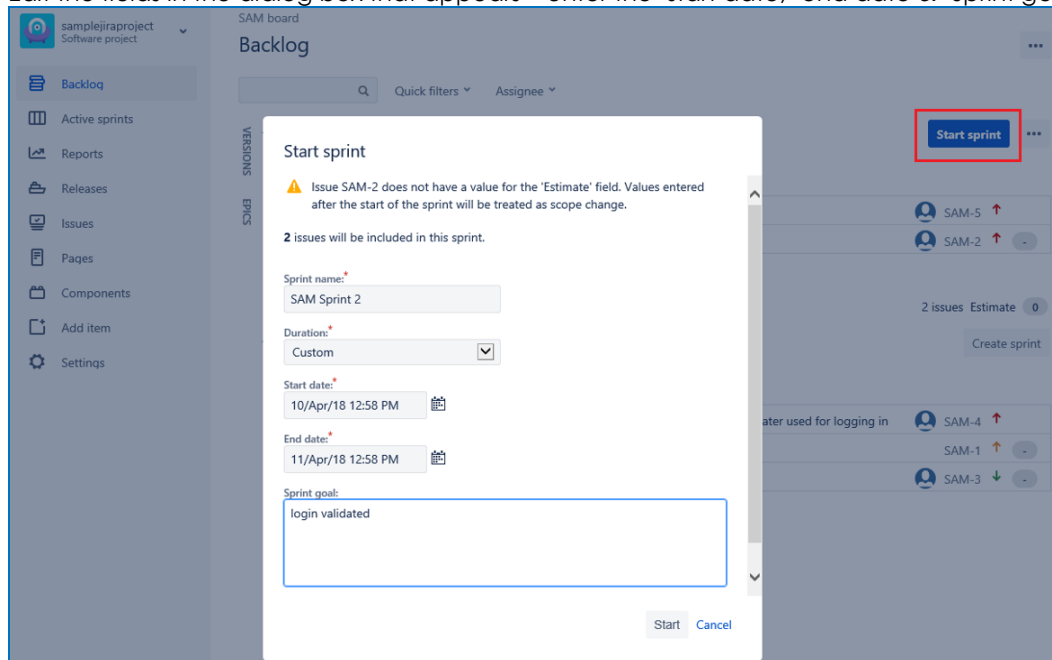
1. Click on 'Create Sprint'
2. Drag drop the issues into the sprint.



4.2 Start a Sprint

Steps:

1. Click on 'Start Sprint'
2. Edit the fields in the dialog box that appears – enter the 'start date', 'end date' & 'Sprint goal'



3. After filling all the fields, click the button 'Start'. You will see the following 'Active Sprint' page

The screenshot displays the JIRA 'Active Sprint' interface. On the left, a sidebar contains navigation links: Backlog, Active sprints (highlighted), Reports, Releases, Issues, Pages, Components, Add item, and Settings. The main content area is titled 'SAM board' and 'SAM Sprint'. A green checkmark icon and a message state 'Sprint 'SAM Sprint 2' has successfully been started.' with a close button. Below this, it says 'login validated'. A search bar and dropdowns for 'Quick filters' and 'Assignee' are present. The sprint is divided into three columns: 'TO DO', 'IN PROGRESS', and 'DONE'. The 'TO DO' column contains two items: 'The userid should be the Applicant ID issued by the application' (assigned to SAM-5) and 'The user should be able to login only after entering Applicant ID' (assigned to SAM-2). The 'IN PROGRESS' and 'DONE' columns are currently empty. At the top right, it shows '0 days remaining' and a 'Complete sprint' button.

DEMO 5. GENERATE REPORT

5.1 Generate Report

Following are the variety of Reports of which you can try :

1. Sprint Report
2. Recently Created Issue Report

