

Software Project Management

Lab Assignment 09

NIBHA KUMARI

E23CSEU0097

Set up the Portfolio Environment in Jira:

- Create a **new Jira project** using a **Kanban** or **Scrum** template.
- Each student will manage **at least 3 software projects** in their portfolio, such as:
 - **Project 1: Develop a Customer Feedback App**
 - **Project 2: Implement an Internal Employee Portal,**
 - **Project 3: Launch a Bug Tracking System**

Add project details

Explore what's possible when you collaborate with your team. Edit project details anytime in project settings.

Required fields are marked with an asterisk *

Name *

Key *

Customize project settings

Customize and share settings with other projects.

[Try it free for 14 days](#)

| Template | Change template |
|--|---------------------------------|
|  Scrum Jira Sprint toward your project goals with a board, backlog, and timeline. | Change template |

| Type | Change type |
|--|-----------------------------|
|  Company-managed Work with other teams across many projects in a standard way. | Change type |

[Cancel](#) [Create project](#)

Add project details

Explore what's possible when you collaborate with your team. Edit project details anytime in project settings.

Required fields are marked with an asterisk *

Name *

Implement an Internal Employee Portal

Key * ⓘ

IIEP

Customize project settings

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[Try it free for 14 days ↗](#)

Template

Change template



Scrum

Jira

Sprint toward your project goals with a board, backlog, and timeline.

Type

Change type



Company-managed

Work with other teams across many projects in a standard way.

[Cancel](#)

[Create project](#)

Add project details

Explore what's possible when you collaborate with your team. Edit project details anytime in project settings.

Required fields are marked with an asterisk *

Name *

Launch a Bug Tracking System

Key * ⓘ

LBTS

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[Try it free for 14 days ↗](#)

Template

Change template



Scrum

Jira

Sprint toward your project goals with a board, backlog, and timeline.

Type

Change type



Company-managed

Work with other teams across many projects in a standard way.

[Cancel](#)

[Create project](#)

Project 1: Develop a Customer Feedback App

Epic 1: User Feedback Collection System (High Priority)

- **Story 1:** Enable users to submit feedback. (**High Priority**)
 - **Task 1:** Design UI for the feedback form.
 - **Task 2:** Implement form validation logic.
- **Story 2:** Store feedback in the database. (**Medium Priority**)
 - **Task 1:** Set up the database schema for feedback.
 - **Task 2:** Implement API to save feedback entries.

Epic 2: Analytics and Reporting for Feedback (Medium Priority)

- **Story 1:** Display feedback summary on a dashboard. (**Medium Priority**)
 - **Task 1:** Create a UI for the dashboard.
 - **Task 2:** Integrate API to fetch feedback data.
- **Story 2:** Generate weekly feedback reports. (**Low Priority**)
 - **Task 1:** Implement logic to filter weekly data.
 - **Task 2:** Create an export feature for PDF reports.

The screenshot shows a project management interface for the 'Develop a Customer Feedback App' project. The 'Timeline' tab is selected. The board displays two main epics: 'DCFA-1 User Feedback Collection System' and 'DCFA-4 Analytics and Reporting'. Under 'DCFA-1', tasks include 'Enable users to submit feedback' (To Do) and 'Store feedback in DB' (To Do). Under 'DCFA-4', tasks include 'Display feedback s...' (To Do) and 'Weekly feedback re...' (To Do). A vertical timeline on the right shows the progression from October to November. A pink banner at the top encourages trying 'Plans' for cross-project collaboration.

Project 2: Implement an Internal Employee Portal

Epic 1: Employee Onboarding Management (High Priority)

- **Story 1:** Automate document collection for onboarding. (**High Priority**)
 - **Task 1:** Create upload form for documents.
 - **Task 2:** Validate uploaded documents.

- **Story 2:** Assign onboarding tasks to new employees. (**High Priority**)
 - **Task 1:** Develop a task assignment module.
 - **Task 2:** Notify employees of assigned tasks via email.

Epic 2: Employee Self-Service Portal (**Medium Priority**)

- **Story 1:** Provide access to pay slips and tax forms. (**Medium Priority**)
 - **Task 1:** Develop a secure download section.
 - **Task 2:** Integrate with payroll system.
- **Story 2:** Allow employees to apply for leave. (**Low Priority**)
 - **Task 1:** Create a leave application form.
 - **Task 2:** Implement leave approval workflow.

Projects / Implement an Internal Employee Portal

IIEP board  ...

 Summary  Timeline  Backlog  Active sprints  Calendar  Reports  List 

Try [Plans](#) to see work across multiple projects in one place—and help your team deliver faster. [Try it free!](#)

 Search timeline  NK  Epic  Status category  Quick filters

| Work | Member | October |
|---|---|---------|
| Sprints | | |
| Releases | | |
| <input type="checkbox"/> IIEP-1 Employee Onboarding | | |
| <input type="checkbox"/> IIEP-3 Automate document ... |  TO DO | |
| <input type="checkbox"/> IIEP-4 Assign onboarding t... |  TO DO | |
| <input type="checkbox"/> IIEP-2 Self-Service Portal |  ... | |
| <input type="checkbox"/> IIEP-5 Access pay slips & t... |  TO DO | |
| <input type="checkbox"/> IIEP-6 Apply for leave |  TO DO | |
| + Create Epic | | |

Project 3: Launch a Bug Tracking System

Epic 1: Bug Reporting Module (High Priority)

- **Story 1:** Enable users to log bugs. (**High Priority**)
 - **Task 1:** Develop the bug submission form.
 - **Task 2:** Add functionality to attach screenshots.
- **Story 2:** Categorize bugs based on severity. (**Medium Priority**)
 - **Task 1:** Add dropdown to select bug severity.
 - **Task 2:** Implement backend logic to sort by severity.

Epic 2: Bug Assignment and Resolution Workflow (High Priority)

- **Story 1:** Assign bugs to developers automatically. (**High Priority**)
 - **Task 1:** Create an auto-assignment algorithm.
 - **Task 2:** Notify developers upon assignment.
- **Story 2:** Track bug resolution status. (**Medium Priority**)
 - **Task 1:** Create a Kanban board for bug status.
 - **Task 2:** Integrate notifications for status updates.

The screenshot shows a project timeline board for the 'Launch a Bug Tracking System' project. The board is divided into columns for 'Work', 'Number', 'October', and 'November'. The 'Work' column lists tasks under 'Sprints' and 'Releases'. Under 'Releases', there are two main items: 'LBTS-1 Bug Reporting' and 'LBTS-2 Bug Assignment & Resolu...'. 'LBTS-1' contains tasks LBTS-3 'Log bugs' and LBTS-4 'Categorize by sever...', both marked as 'TO DO'. 'LBTS-2' contains tasks LBTS-5 'Auto-assign bugs' and LBTS-6 'Track resolution stat...', also marked as 'TO DO'. A blue vertical line separates the 'Work' column from the timeline columns. At the bottom right, there are buttons for 'Today', 'Weeks', and 'Months', with 'Months' being the selected view.

4) Create a Dashboard for Portfolio Overview:

Set Up a Cross-Project Dashboard:

- Go to Dashboards > Create Dashboard and name it "Portfolio Overview".

The screenshot shows the Jira interface with a modal dialog titled "Create dashboard". The dialog contains fields for "Name*" (set to "Customer Feedback App"), "Description" (empty), and "Viewers" (set to "Private"). Below the dialog, a table lists various issues with columns for Priority, Status, and Resolution. The table shows multiple rows of issues, each with a priority of "Medium" and status "TO DO". The right side of the screen shows a sidebar with navigation links like "Work", "Issues", "Reports", etc., and a search bar at the top.

Add the Filter Results Gadget:

Step 1: Create the Saved Filter

1. Navigate to Filters:
 - Go to Filters > Advanced Issue Search.

All work

Basic JQL

1 project in ("Develop a Customer Feedback App", "Implement an Internal Employee Portal", "Launch a Bug Tracking System") ORDER BY priority DESC

| Work | Assignee | Reporter | Priority | Status | Resolution |
|---|------------|--------------|----------|--------|------------|
| <input type="checkbox"/> LBTS-5 Auto-assign bugs | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> LBTS-3 Log bugs | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> LBTS-2 Bug Assignment & Resolution | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> LBTS-1 Bug Reporting | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> IIEP-4 Assign onboarding tasks | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> IIEP-3 Automate document collection | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> IIEP-1 Employee Onboarding | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> DCFA-2 Enable users to submit feedback | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> DCFA-1 User Feedback Collection System | Unassigned | Nibha Kumari | ~ High | TO DO | Unresolved |
| <input type="checkbox"/> LBTS-14 Status update notifications. | Unassigned | Nibha Kumari | = Medium | TO DO | Unresolved |

Enter to search Shift+Enter to add a new line

42 of 42

All work

Basic JQL

1 project in ("Develop a Customer Feedback App", "Implement an Internal Employee Portal", "Launch a Bug Tracking System") ORDER BY priority DESC

Name*

lab-9Filter

Description

Viewers

Private Only you Add

Private

Editors

Private Only you Add

Private

Cancel Save

42 of 42

2. Write the Filter Query:

- o In the JQL (Jira Query Language) box, enter

The screenshot shows the Jira interface with a sidebar on the left containing navigation links like 'For you', 'Recent', 'Starred', 'Apps', 'Plans', 'Projects', 'Filters', and 'Search work items'. The main area is titled 'lab-9Filter' and displays a JQL query:

```
Basic JQL
1 project in ("Develop a Customer Feedback App", "Implement an Internal Employee Portal", "Launch a Bug Tracking System") ORDER BY priority DESC
2
```

The results table shows tasks from three projects: LBTS, IIEP, and DCFA. The tasks are ordered by priority (High to Medium). Each task includes columns for Work, Assignee, Reporter, Priority, Status, and a checkbox.

| Work | Assignee | Reporter | Priority | Status |
|--|------------|-----------------|----------|--------|
| <input checked="" type="checkbox"/> LBTS-5 Auto-assign bugs | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> LBTS-3 Log bugs | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> LBTS-2 Bug Assignment & Resolution | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> LBTS-1 Bug Reporting | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> IIEP-4 Assign onboarding tasks | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> IIEP-3 Automate document collection | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> IIEP-1 Employee Onboarding | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> DCFA-2 Enable users to submit feedback | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> DCFA-1 User Feedback Collection System | Unassigned | NK Nibha Kumari | High | TO DO |
| <input checked="" type="checkbox"/> LBTS-14 Status update notifications. | Unassigned | NK Nibha Kumari | Medium | TO DO |

project in ("Customer Feedback App", "Internal Employee Portal", "Bug Tracking System") ORDER BY priority DESC

This query pulls tasks from all three projects and organizes them by priority, with high-priority items displayed first.

3. Save the Filter:

- Click on **Save As** and give the filter a name, such as "Portfolio High-Priority Tasks."

Step 2: Add the Filter Results Gadget to Your Dashboard

1. Open Your Dashboard:

- Go to **Dashboards** > select your portfolio dashboard or create a new one.

2. Add the Filter Results Gadget:

- Click **Add Gadget** and search for **Filter Results**.
- Click **Add** next to the gadget to include it in your dashboard.

Filter Results: Portfolio Hi...

| T | Key | Summary | P |
|---|---------|---------------------------------------|---|
| ↳ | LBTS-14 | LBTS-6 / Status update notifications. | = |
| ↳ | LBTS-13 | LBTS-6 / Kanban board setup. | = |
| ↳ | LBTS-12 | LBTS-5 / Developer notifications. | = |
| ↳ | LBTS-11 | LBTS-5 / Auto-assignment algorithm. | = |
| ↳ | LBTS-10 | LBTS-4 / Backend sorting logic | = |
| ↳ | LBTS-9 | LBTS-4 / Severity dropdown. | = |
| ↳ | LBTS-8 | LBTS-3 / Attach screenshots. | = |
| ↳ | LBTS-7 | LBTS-3 / Bug submission form | = |
| ↳ | IIEP-14 | IIEP-6 / Approval workflow | = |
| ↳ | IIEP-13 | IIEP-6 / Leave application form | = |

1-10 of 62

1 2 3 4 5 6 7 >

Last refreshed 1 minute ago

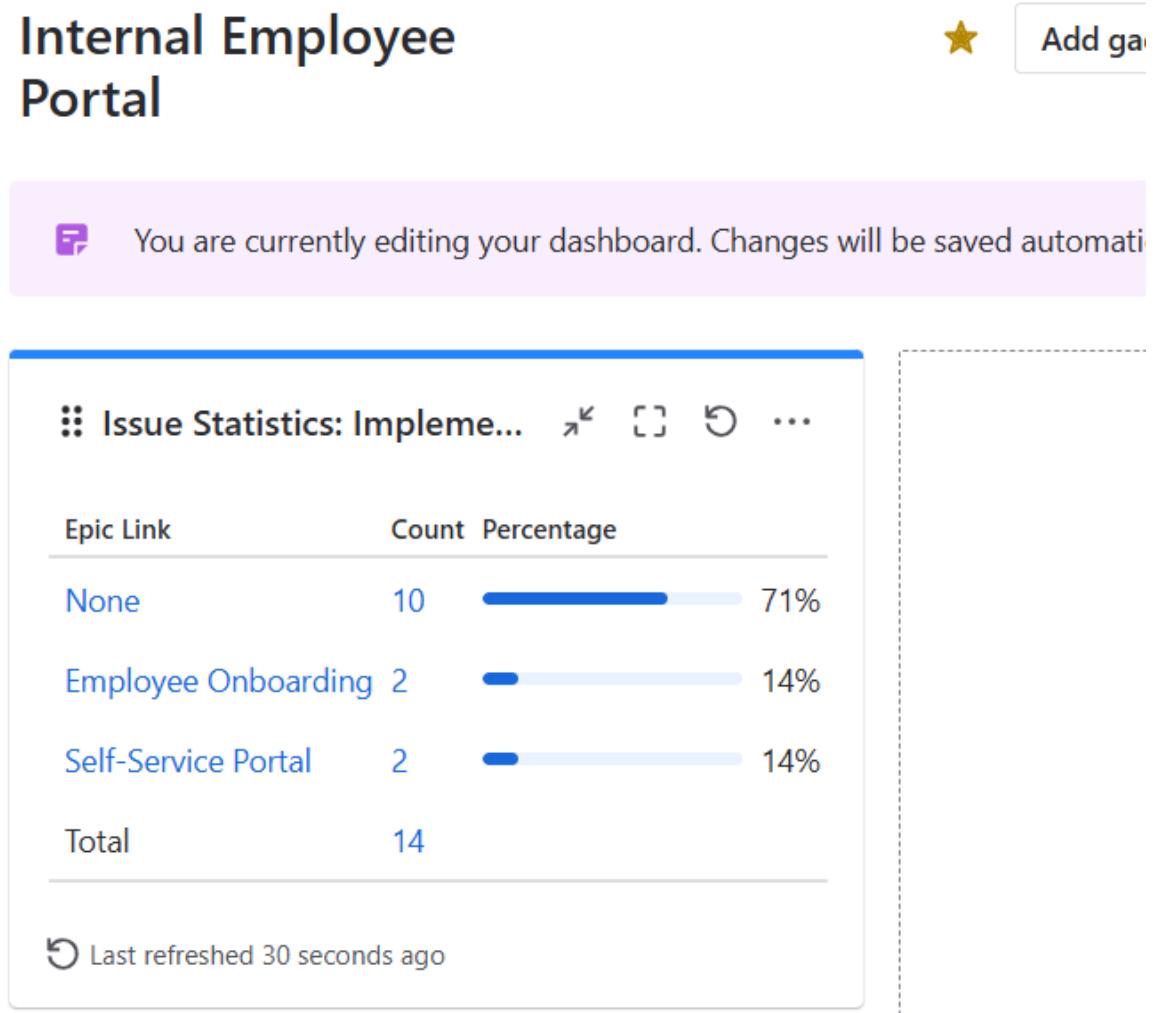
3. Configure the Gadget:

- In the **Filter** field, select the filter you saved ("Portfolio High-Priority Tasks").
- Under **Columns to Display**, select key columns such as **Priority**, **Assignee**, and **Status**.
- Adjust any other settings to fit your needs (e.g., number of issues to show).
- Click **Save** to apply these settings.

Include the Gadgets mentioned for a Project Portfolio Dashboard:

1) Issue Statistics Gadget:

- This gadget lets you group tasks by Priority, Assignee, or Status and By grouping by Assignee.



2)

3) Two-Dimensional Filter Statistics Gadget:

- This gadget allows you to compare two fields (like **Priority** and **Status**) across the portfolio.

Bug Tracking System

 You are currently editing your dashboard. Changes will be saved automatically.

 Two Dimensional Filter St... ↗ ⚡ ⌂ ...

| Assignee | Analytics and Reporting | Bug As |
|------------|-------------------------|-------------------|
| Unassigned | 2 | 2 |

Total Unique Issues: [2](#) [2](#)

Grouped by: Epic Link Showing 1 of 1 statistics.

Last refreshed 30 seconds ago

4) Pie Chart Gadget

For you

Recent

Starred

Apps

Plans

Projects + ...

Launch a Bug Trackin...

Implement an Interna...

Develop a Cu... + ...

DCFA board

E-Learning Platform ...

IT Helpdesk ... + ...

IHP board

More projects >

Filters ...

Search work items

Starred

Portfolio High-Priority...

Give feedback on the ne...

Customer Feedback App

You are currently editing your dashboard. Changes will be saved automatically.

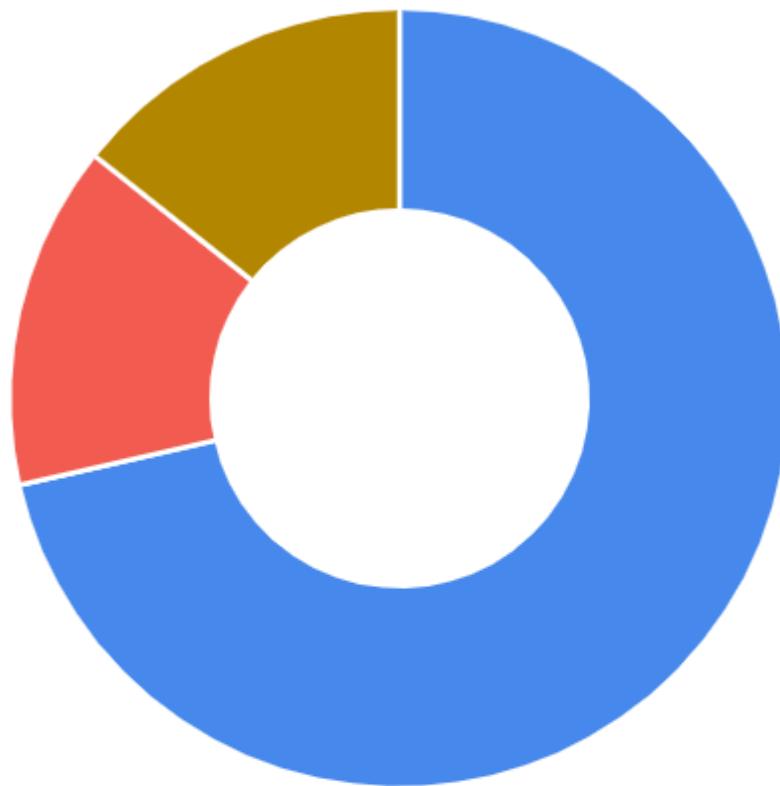
Pie Chart: Develop a Cust...

Epic Status
Total Issues: 14

| Status | Count |
|--------|-------|
| None | 12 |
| To Do | 2 |

Drag a gadget to this column

⋮ Pie Chart: Implement an ... ↵ ⌂ ⌂ ...



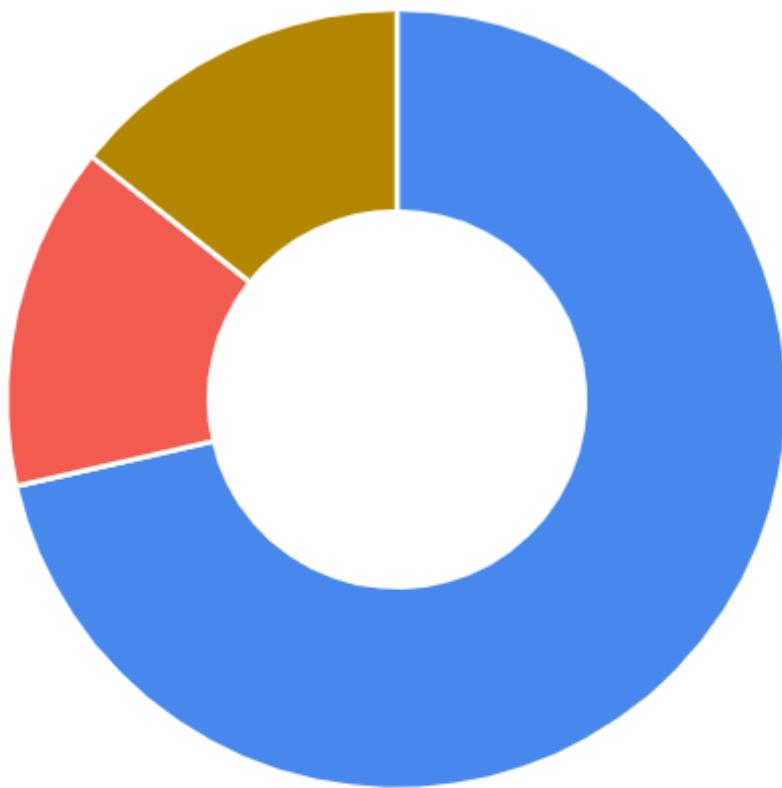
Epic Link

Total Issues: 14

| | | |
|---|---------------------|----|
| █ | None | 10 |
| █ | Employee Onboarding | 2 |
| █ | Self-Service Portal | 2 |

⌚ Last refreshed 30 seconds ago

⋮ Pie Chart: Launch a Bug T... ↵ ⋮ ⌂ ⋮



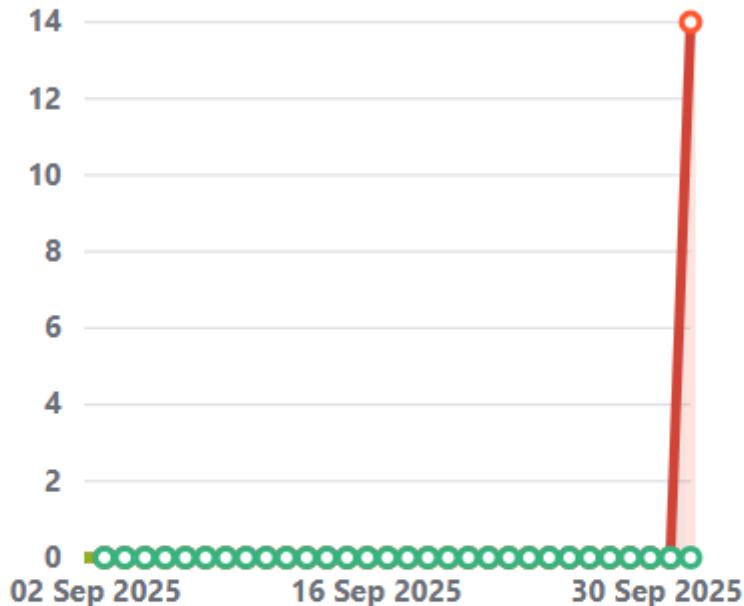
Epic Link

Total Issues: **14**

| | | |
|-------------------------------------|-----------------------------|----|
| █ | None | 10 |
| █ | Bug Assignment & Resolution | 2 |
| █ | Bug Reporting | 2 |

5) **Created vs. Resolved Gadget**

Created vs. Resolved Change Log



Issues in the last 30 days (grouped daily)

[View in Issue navigator](#)

● Created issues (14)

● Resolved issues (0)

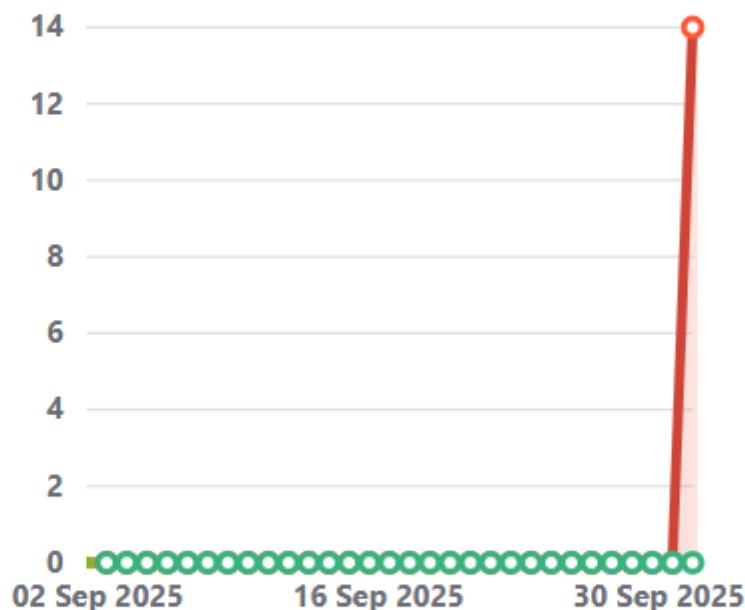
↻ Last refreshed just now

Internal Employee Portal



You are currently editing your dashboard. Changes w

Created vs. Resolved Ch...



Issues in the last 30 days (grouped daily)

[View in Issue navigator](#)

● Created issues (14)

● Resolved issues (0)

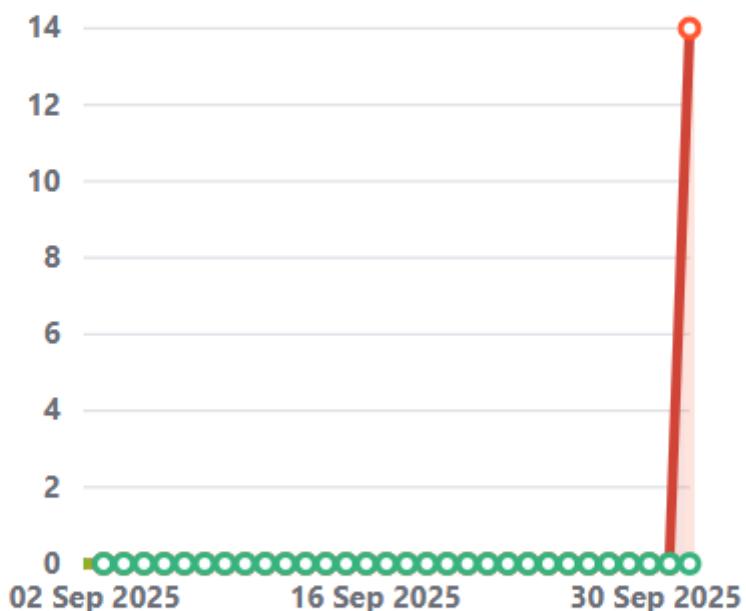
⌚ Last refreshed 30 seconds ago

Bug Tracking System



You are currently editing your dashboard. Changes will

Created vs. Resolved Change Log



Issues in the last 30 days (grouped daily)

[View in Issue navigator](#)

● Created issues (14)

● Resolved issues (0)

↻ Last refreshed just now