

Software Project Management

Lab Assignment 09

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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.

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 *
Implement an Internal Employee Portal

Key * ⓘ
IIIEP


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Template Change template



Scrum
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Cancel **Create project**

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Required fields are marked with an asterisk *

Name *
Launch a Bug Tracking System

Key * ⓘ
LBTS


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Template Change template



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

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

Cancel **Create project**

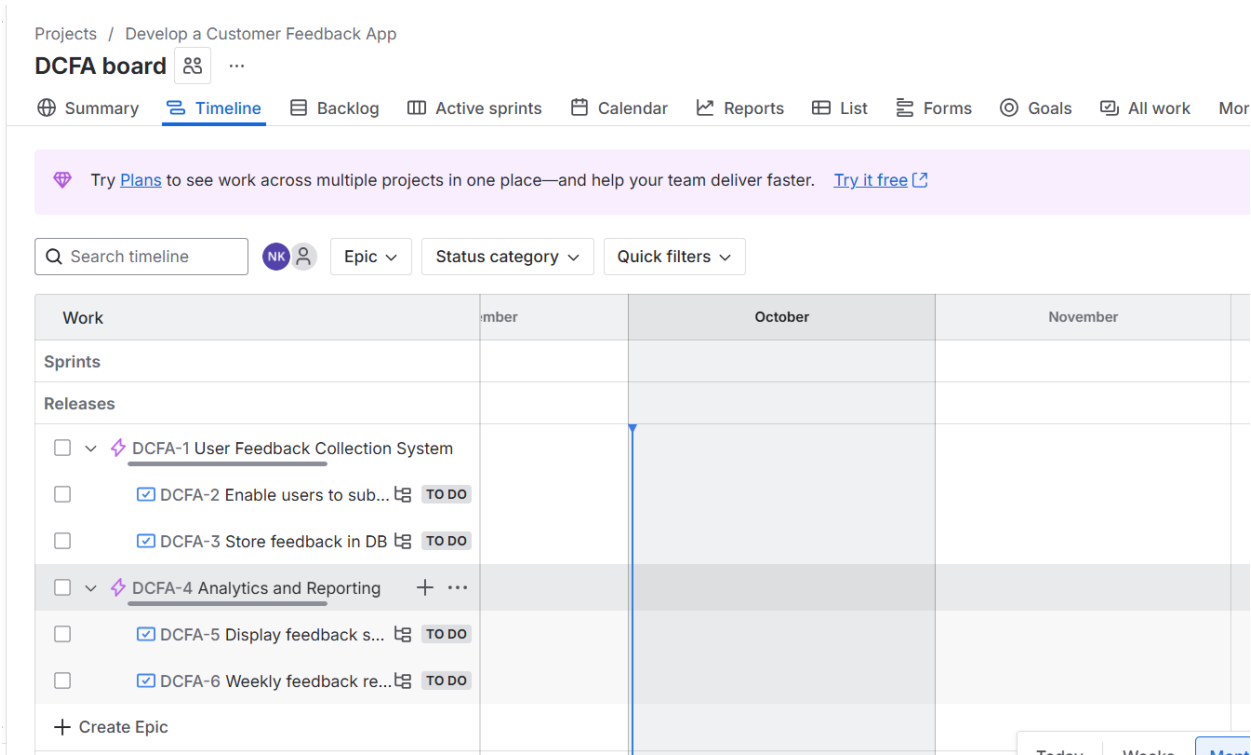
Project 1: Develop a Customer Feedback App

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.



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

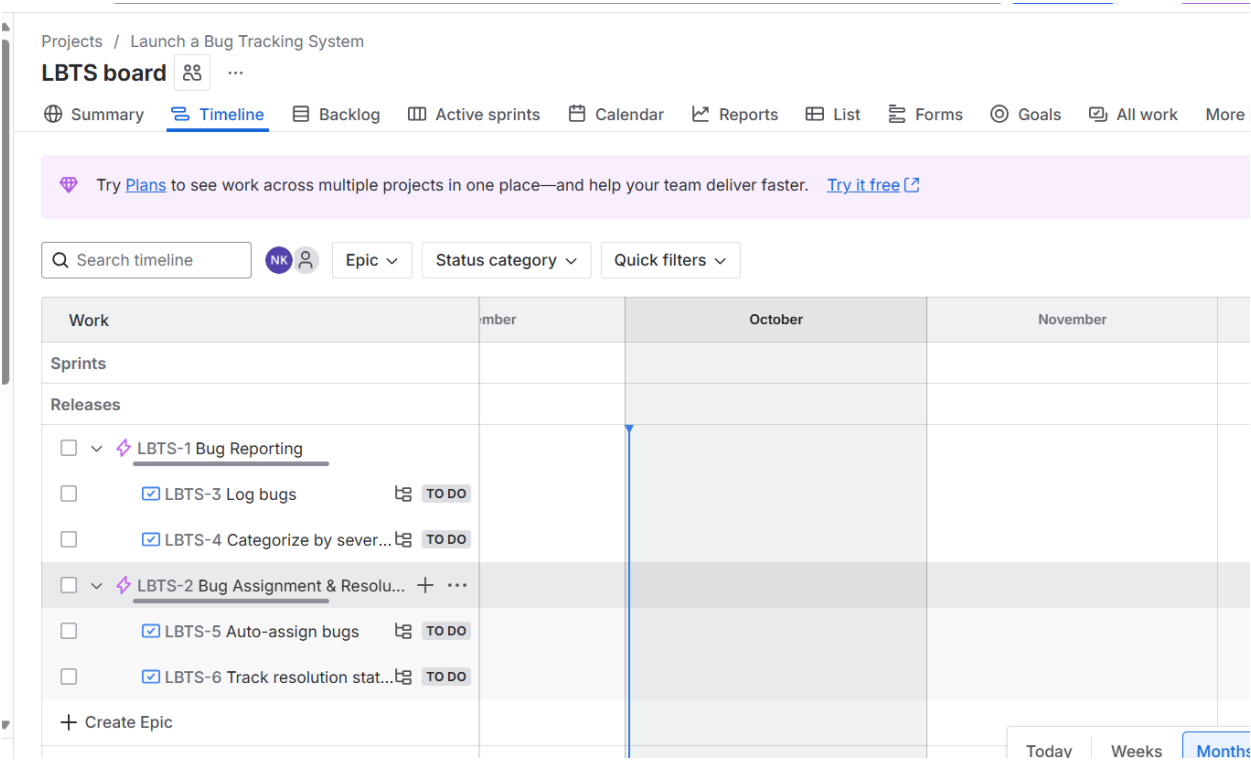
Project3: Launch a Bug Tracking System

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)

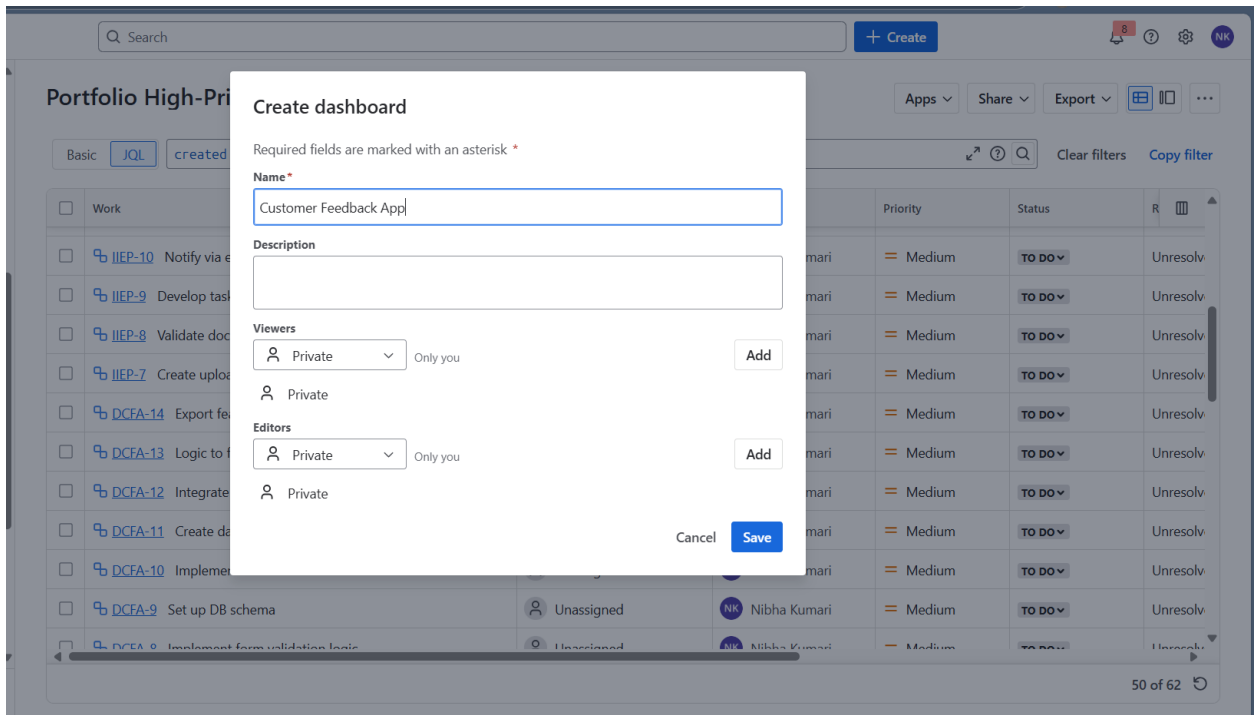
- Story 1: Assign bugs to developers automatically. (High Priority)
 - Task 1: Create an auto-assignment algorithm.
 - Task 2: Notify developers upon assignment.
- Story 2: Track bug resolution status. (Medium Priority)
 - Task 1: Create a Kanban board for bug status.
 - Task 2: Integrate notifications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



4) Create a Dashboard for Portfolio Overview:

Set Up a Cross-Project Dashboard:

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



Add the Filter Results Gadget:

Step 1: Create the Saved Filter

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

The screenshot shows the Jira 'All work' view. A JQL filter is applied: `project in ("Develop a Customer Feedback App", "Implement an Internal Employee Portal", "Launch a Bug Tracking System") ORDER BY priority DESC`. The tasks listed are:

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

The screenshot shows the 'Save filter' dialog box in Jira. The 'Name' field is filled with 'lab-9Filter'. The 'Description' field is empty. The 'Viewers' section shows 'Private' selected, and the 'Editors' section also shows 'Private' selected. The 'Add' button is visible next to each section. The 'Save' button is at the bottom right.

2. Write the Filter Query:

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

lab-9Filter Filter details

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

42 of 42

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.

Internal Employee Portal



Add ga



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

Issue Statistics: Impleme...

Epic Link	Count	Percentage
None	10	71%
Employee Onboarding	2	14%
Self-Service Portal	2	14%
Total	14	



Last refreshed 30 seconds ago

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 + ...

Recent

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-Priorit...

Give feedback on the ne...

Customer Feedback App


★

Add gadget

Char

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

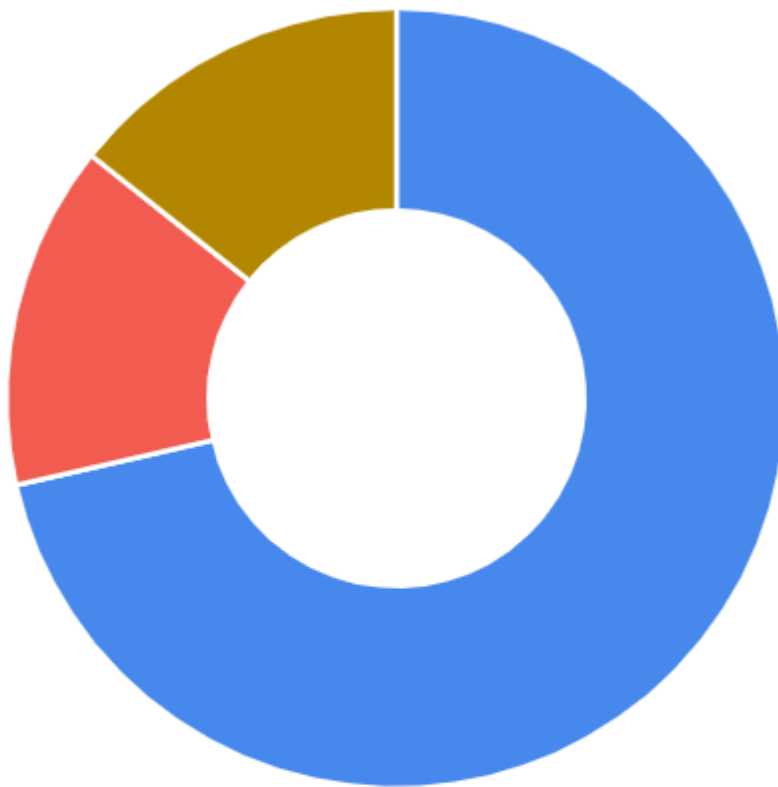
Pie Chart: Develop a Cust... ↗ ⌵ ↺ ...



Total Issues: 14	
None	12
To Do	2

Drag a gadget to this column

⌵ Pie Chart: Implement an ... ↗ ⌵ ↺ ...



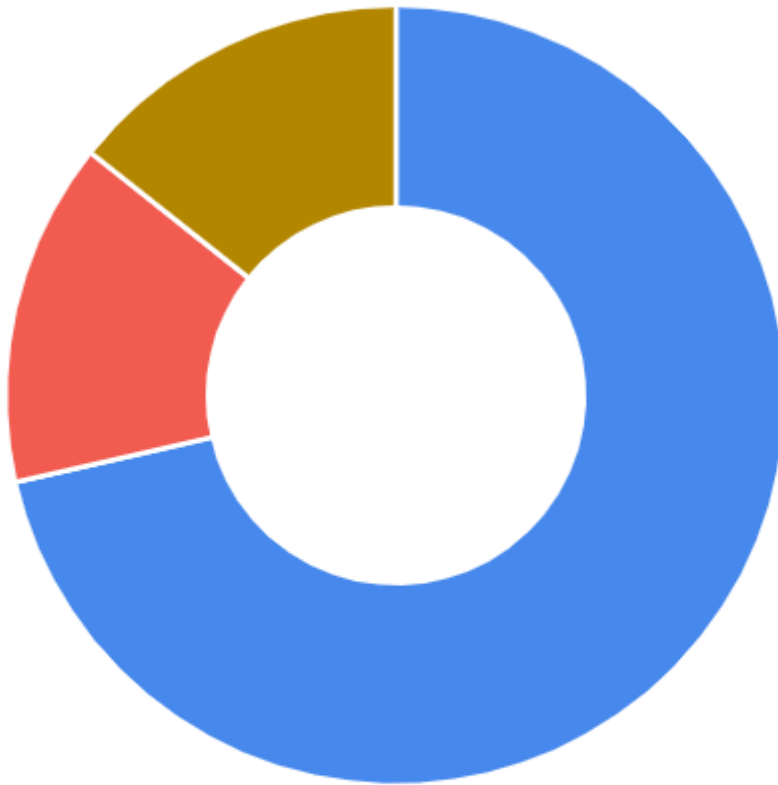
Epic Link

Total Issues: **14**

■ None	10
■ Employee Onboarding	2
■ Self-Service Portal	2

↺ Last refreshed 30 seconds ago

⌵ Pie Chart: Launch a Bug T... ↗ ⌵ ↺ ...



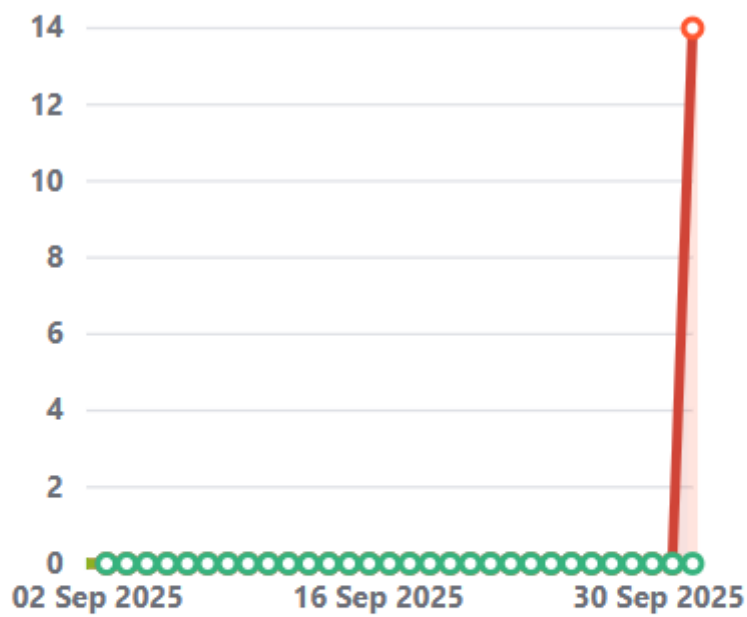
Epic Link

Total Issues: **14**

■ None	10
■ Bug Assignment & Resolution	2
■ Bug Reporting	2

5) Created vs. Resolved Gadget

Created vs. Resolved Cha... ↗ ⌂ ↶ ...



Issues in the last 30 days (grouped daily)

[View in Issue navigator](#)

○ Created issues (14)

○ Resolved issues (0)

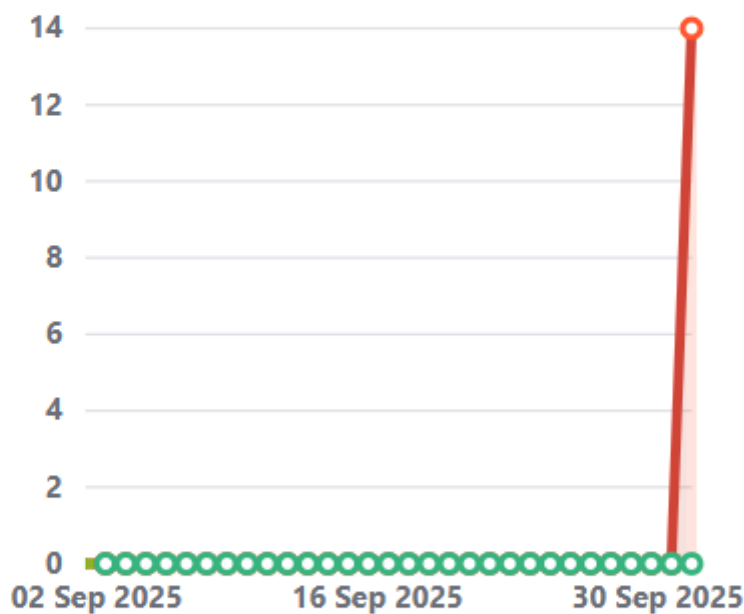
🔄 Last refreshed just now

Internal Employee Portal



You are currently editing your dashboard. Changes w

Created vs. Resolved Cha... ↗ [] ↺ ...



Issues in the last 30 days (grouped daily)

[View in Issue navigator](#)

Created issues (14)

Resolved issues (0)

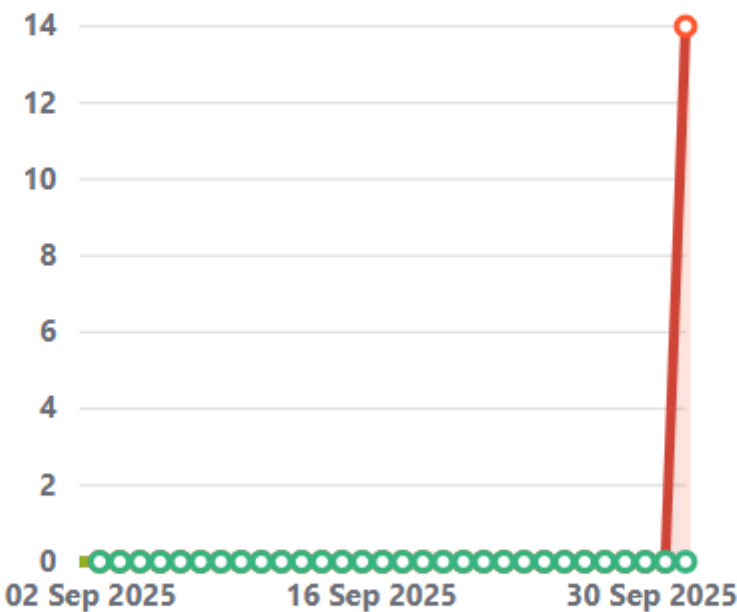
Last refreshed 30 seconds ago

Bug Tracking System



You are currently editing your dashboard. Changes will

Created vs. Resolved Cha... ↗ ⌂ ↺ ...



Issues in the last 30 days (grouped daily)

[View in Issue navigator](#)

○ Created issues (14)

○ Resolved issues (0)

↺ Last refreshed just now