

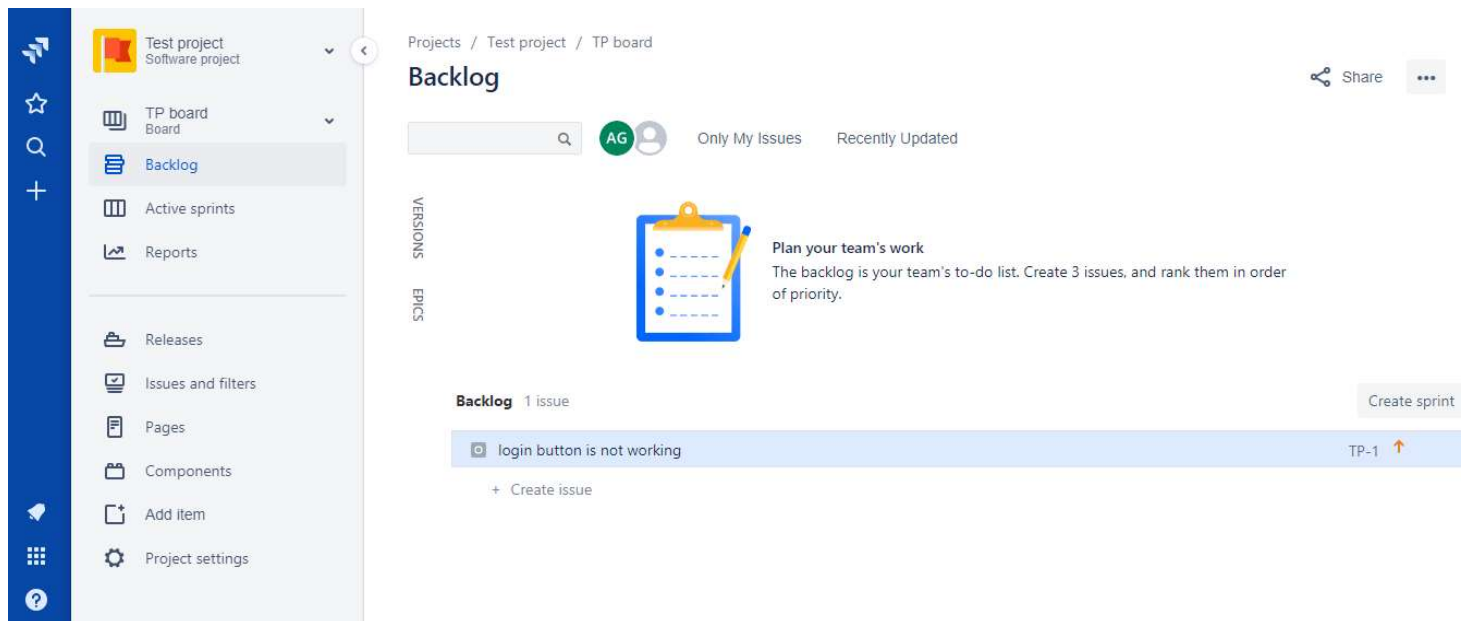
What is Sprint?

The team needs to complete a set of issues within a specified time period, known as a sprint. The duration of the sprint is decided by both the team and the product owner.

Creating a Sprint

Following are the steps to create a sprint:

- Click on the Backlog appearing on the left-hand side as shown below in the screenshot:

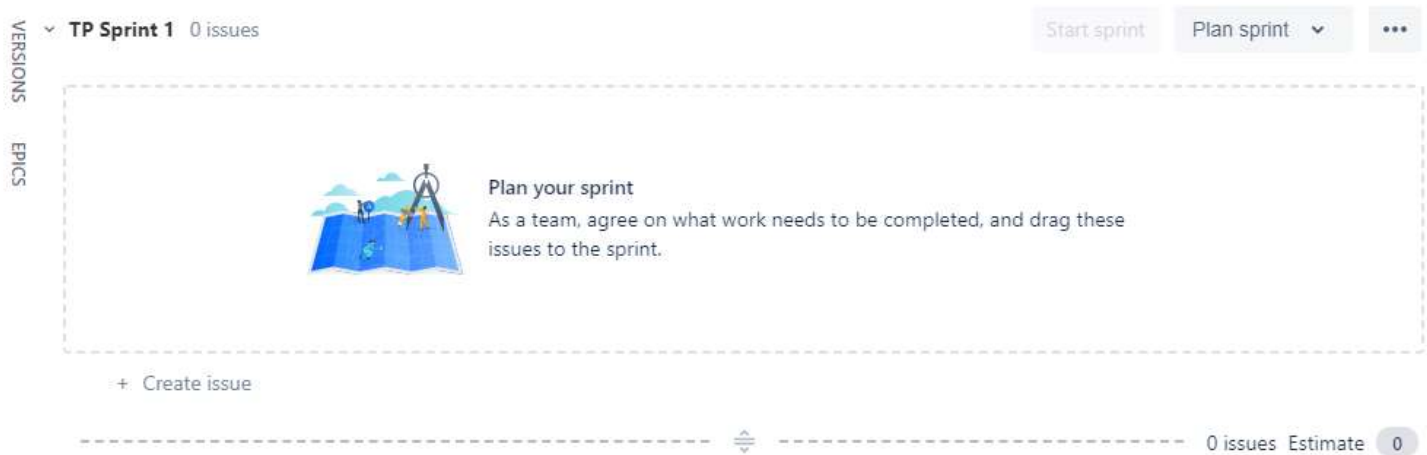


- Click on the **Create sprint button** appearing on the right corner as shown in the below screenshot:

AD



- After clicking on the **Create sprint button**, the screen appears, which is shown below:

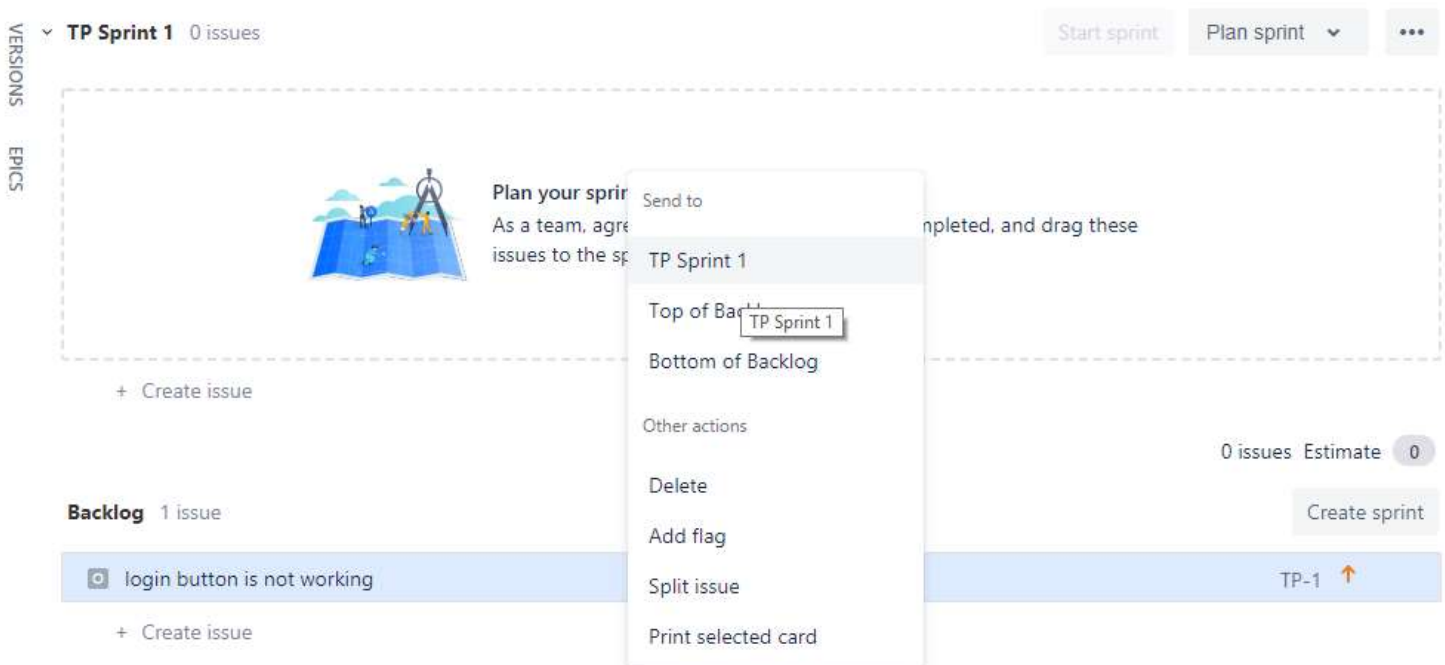


The above screen shows that the sprint has been created with a name "Sprint 1", now we can add the issues to this sprint.

Adding an issue to a sprint

The following are the steps required to add an issue to a sprint:

- Click on the backlog.
- From the Backlog list, right-click on the issue and then select the sprint in which you want to add your issue. We have just now created the sprint named as Sprint 1, select the Sprint 1.



- The issue TP-1 is added to the sprint, i.e., Sprint 1.

Backlog

Share ...

AG Only My Issues Recently Updated

TP Sprint 1 1 issue

Start sprint Plan sprint ...

login button is not working TP-1 ↑

+ Create issue

1 issue Estimate 0

From the above screen, we observe that TP-1 issue is added to the Sprint 1.

Removing an issue from a sprint

The steps to be followed to remove an issue from a sprint:

- Click on the Backlog.
- Drag and drop the issue which is to be moved from the Sprint 1 back to the backlog list.

Projects / Test project / TP board

Backlog

Share ...

AG Only My Issues Recently Updated

TP Sprint 1 0 issues

Start sprint Plan sprint ...

Plan your sprint
As a team, agree on what work needs to be completed, and drag these issues to the sprint.

+ Create issue

0 issues Estimate 0

Backlog 1 issue

Create sprint

login button is not working TP-1 ↑

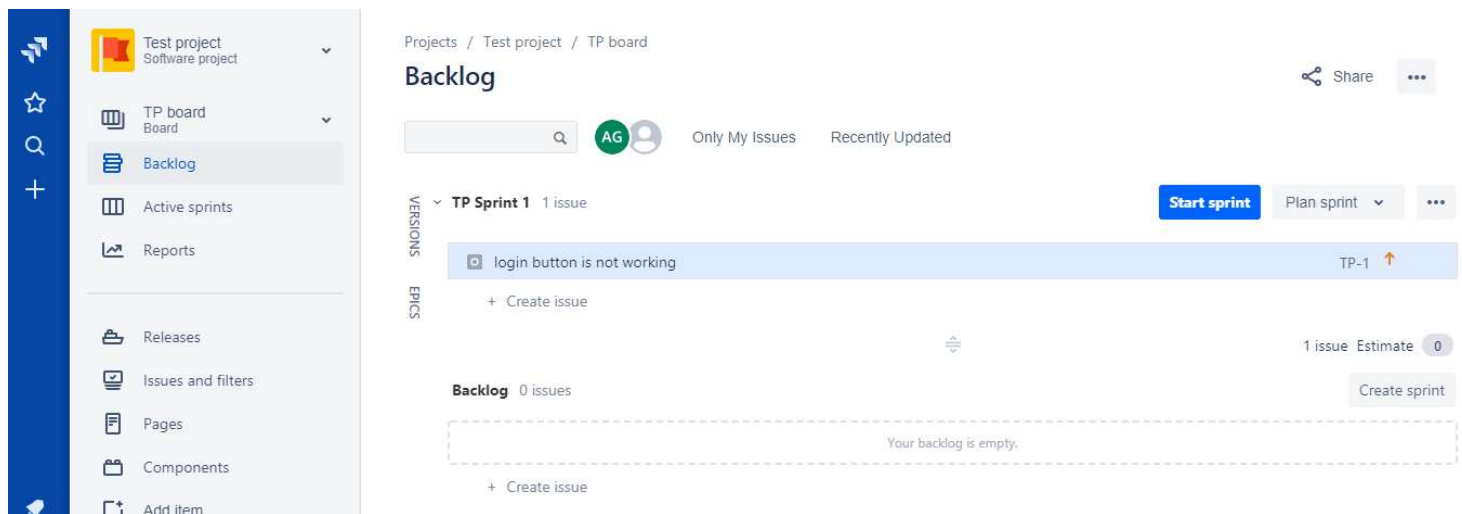
+ Create issue

The above screen shows that the issue TP-1 is moved from the Sprint 1 to the Backlog.

Starting a sprint

The steps to start a sprint:

- Click on the Backlog.
- Click on the **start sprint** button to start a sprint.



- Fill the following details to start a sprint such as a sprint name, sprint duration, end date, start date, sprint goal.

Start sprint

1 issue will be included in this sprint.

Sprint name: *

TP Sprint 1

Duration: *

2 weeks

Start date: *

17/Jul/19 2:14 PM



End date: *

31/Jul/19 02:14 PM



Sprint goal:



Start

Cancel

- Now, **Sprint 1** is started. Initially, the issue comes under the **TO DO** state.

Projects / Test project / TP board

TP Sprint 1



9 days remaining

Complete sprint



Search



Only My Issues

Recently Updated

TO DO

login button is not working



TP-1

IN PROGRESS

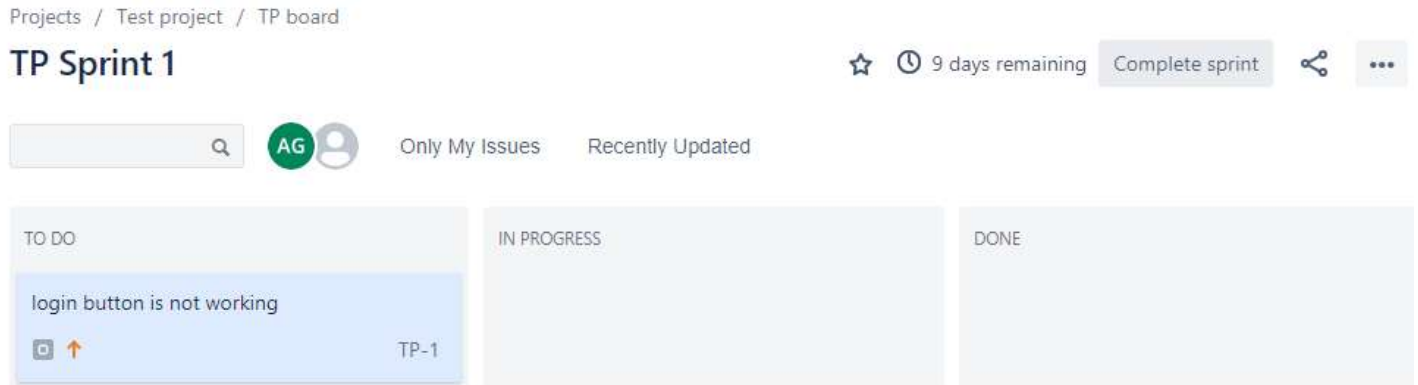
DONE

Ending a sprint

Steps to be followed to start a sprint:

- Click on the Backlog.

- Click on the **Active sprints** appearing on the left side of the project.
- Choose the sprint that you want to complete or end the sprint.
- Click on the **complete sprint button** appearing at the top right corner when all the issues have been completed.



- It will show you whether all the issues have been completed or not, If not, then it asks you to move the issues to another sprint which are not yet completed.

Complete sprint: TP Sprint 1

0 issues were done

1 issue was incomplete

Select where all the incomplete issues should be moved:

Move to

New sprint

Sub-tasks are not included in the total(s) above, and are always included in the same sprint as their parent issue.

Complete

Cancel

Deleting a sprint

Steps to be followed to delete a sprint:

- Click on the **Backlog**.
- Choose the sprint that you want to delete, and then click on the '...' icon. The dropdown appears, and then select the **Delete the sprint** option.



Only My Issues

Recently Updated

VERSIONS

EPICS

TP Sprint 1

1 issue

17/Jul/19 2:14 PM • 31/Jul/19 2:14 PM

login button is not working

Backlog

0 issues

Your backlog is empty.

Create issue

Plan sprint

Edit sprint

Delete sprint

Create sprint

- On clicking on the **Delete sprint** option, click on the **Confirm** button.

Delete sprint

Are you sure you want to delete sprint **TP Sprint 1**?

Confirm

Cancel