

User Manual for Agile Board

Login/Logout

To login to the Agile Board system, please use the USC CSE system NetID and password. This module is the same for both users and admins and based on your credentials it will direct you to the relevant part of the system.



The image shows the USC CSE iCard Sign-in form. At the top is the USC CSE logo, which consists of a red roof-like shape with 'USC' in yellow, and 'CSE' in large yellow letters with red vertical bars. Below the logo is a red header bar with the text 'CSE iCard Sign-in' in white. The main form area has a light beige background. It contains the following text: 'Type your USC NetID (your USC email without the "@usc.edu") and password correctly. Remember, passwords are case-sensitive.' Below this are two input fields: 'USC NetID:' and 'Password:'. To the right of the 'Password:' field is a 'Sign In' button. At the bottom of the form, there are two links: 'Get a CSE iCard here' on the left and 'Forgot your iCard' on the right.

To logout from the system, just click the logout button on the top right.



The image shows a red status bar at the bottom of the page. It contains the following information: 'Team: Agile Board team', 'Board: Team 1, agile board', 'Iteration: 2 (2013-04-26/2013-05-23)', 'User: alexey tregubov', and a 'Logout Button' with a right-pointing arrow. The 'Logout Button' is highlighted with a yellow border, and the 'Logout' text is in a yellow box.

Users

View Board

As soon as you login to the system as a user, you will be directed to this page. This will be the home page of any user.



Note: If you are a user and you do not see your team's board when you login, contact your administrator and asked to be added to the team you belong to.

Add a New Task

To add a new task follow these steps:

1. From the toolbar above the agile board, click Add a New Item.

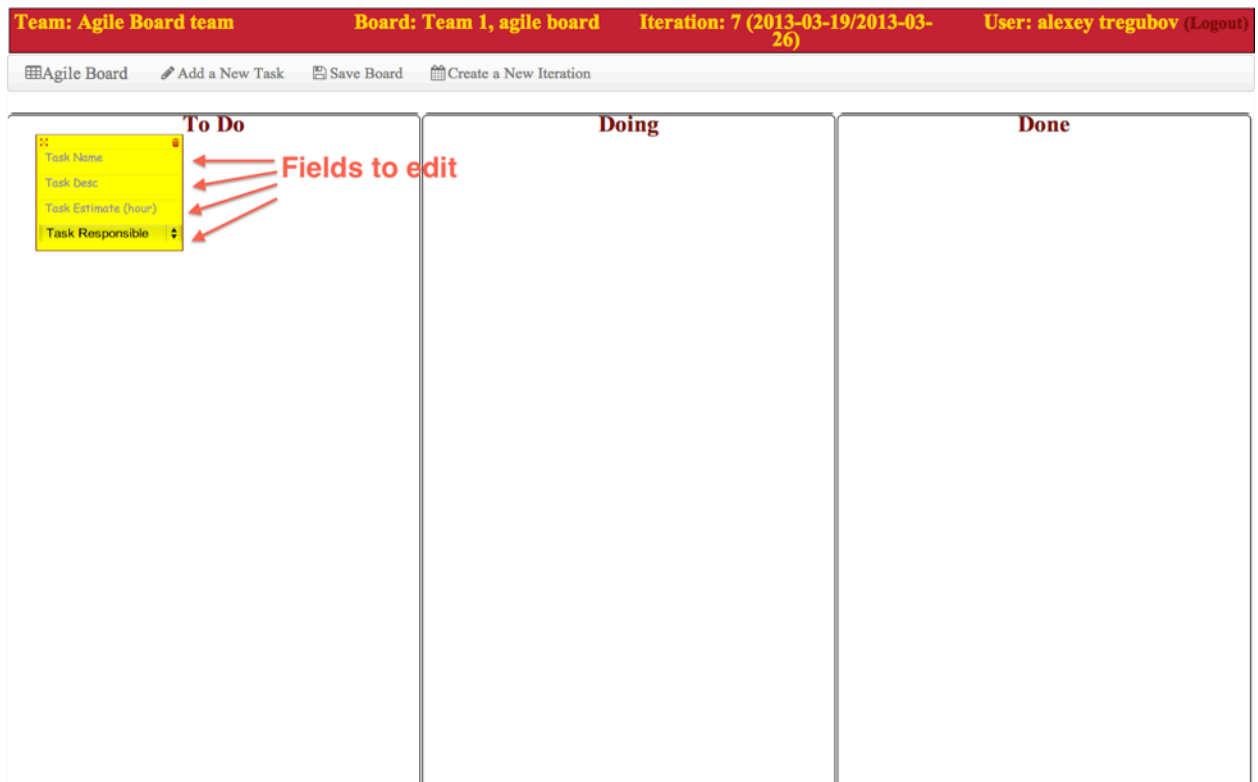


2. When you see the newly created task (Screenshot A), edit the necessary fields (Screenshot B)

Team: Agile Board team		Board: Team 1, agile board		Iteration: 7 (2013-03-19/2013-03-26)		User: alexey tregubov (Logout)	
Agile Board		Add a New Task		Save Board		Create a New Iteration	

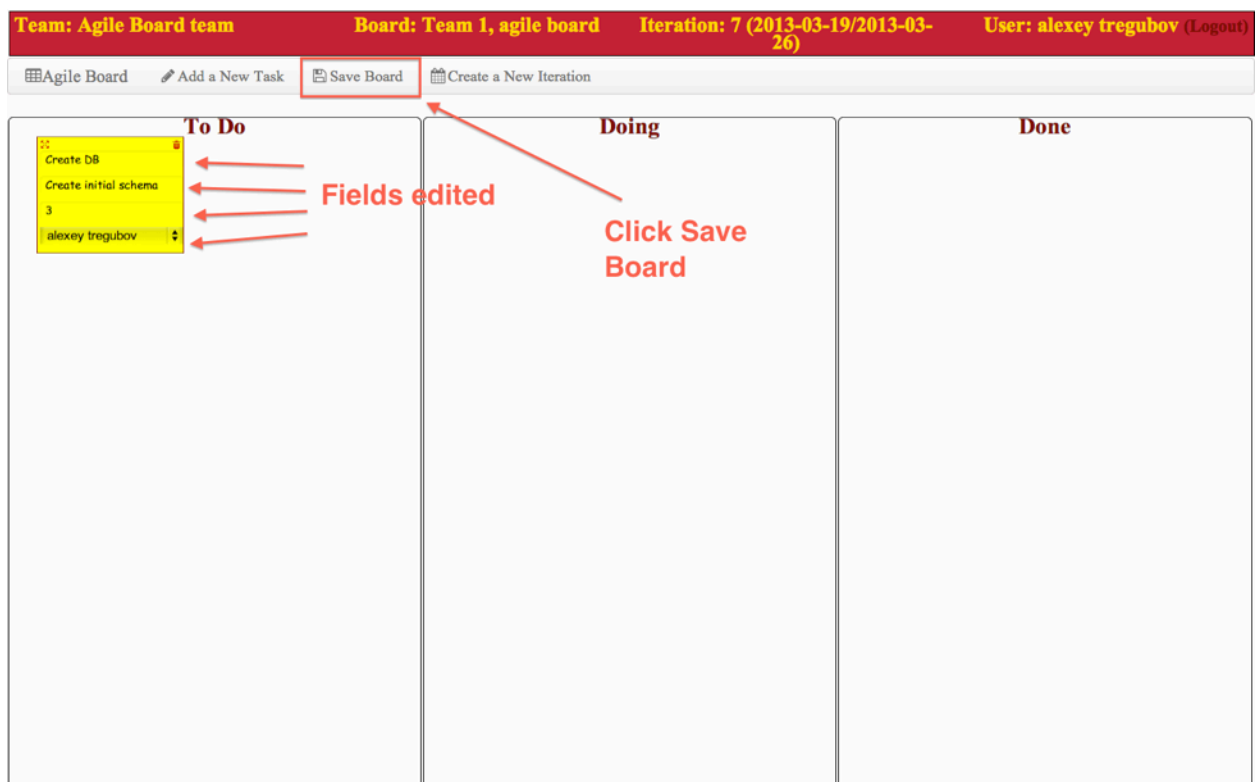
To Do	Doing	Done
<div><div>Task Name</div><div>Task Desc</div><div>Task Estimate (hour)</div><div>Task Responsible</div></div> <div>Newly created task</div>		

Screenshot A



Screenshot B

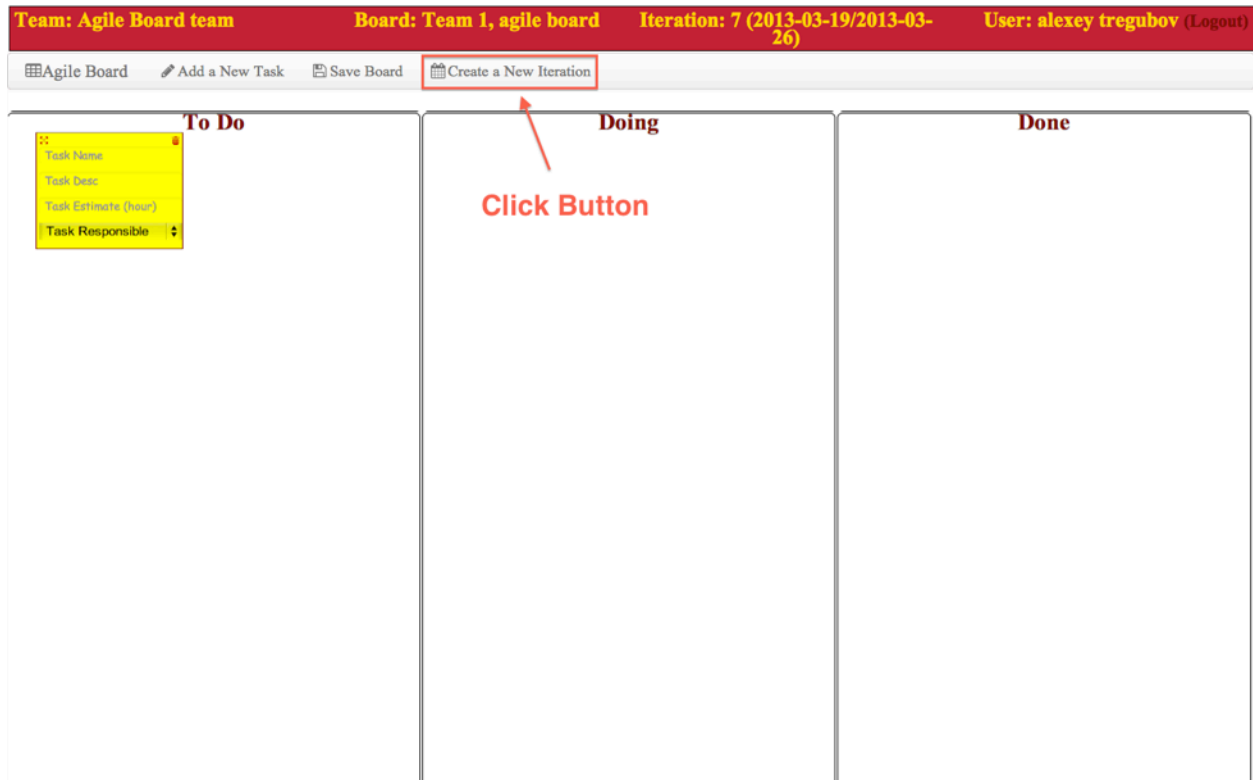
3. After you edit the the fields, click Save Board to update the board for the team.



Create a New Iteration

To create a new iteration follow these steps:

1. From the toolbar above the agile board, click Create a New Iteration.



2. The Create a New Iteration page will give you options for the iteration number, and dates.

Team: Agile Board team

Board: Team 1, agile board

Iteration: 2 (2013-04-26/2013-05-23)

User: alexey tregubov (Logout)

Add a new iteration

Number:

Date: Form To

By creating this new iteration current uncompleted tasks move to ToDo column of new iteration

Show 10 entries

Name	Description	Work Estimation	Current Status
Create DB	Create initial schema	3	TODO

After submit information for updating session you should login again!

Submit

Cancel

Iteration number and dates

3. The incomplete tasks will be visible in the table below, like the task we created earlier.

Team: Agile Board team

Board: Team 1, agile board

Iteration: 2 (2013-04-26/2013-05-23)

User: alexey tregubov (Logout)

Add a new iteration

Number:

Date: Form To

By creating this new iteration current uncompleted tasks move to ToDo column of new iteration

Show 10 entries

Name	Description	Work Estimation	Current Status
Create DB	Create initial schema	3	TODO

After submit information for updating session you should login again!

Submit

Cancel

Incomplete Tasks

These tasks will be transferred to the newly created iteration.

4. After you fill all the fields just click submit.

Team: Agile Board team **Board: Team 1, agile board** **Iteration: 2 (2013-04-26/2013-05-23)** **User: alexey tregubov (Logout)**

Add a new Iteration

Number:

Date: Form To

By creating this new iteration current uncompleted tasks move to ToDo column of new iteration

Show entries

Name	Description	Work Estimation	Current Status
Create DB	Create initial schema	3	TODO

After submit information for updating session you should login again!

Click Submit

5. Once you click submit, make sure to logout and log back in to see the changes.

Moving Tasks

To move tasks from one column to another is really easy. Just click and hold the arrows on the top left corner of any task, drag and drop to the column you want.

Team: Agile Board team **Board: Team 1, agile board** **Iteration: 2 (2013-04-26/2013-05-23)** **User: alexey tregubov (Logout)**

Agile Board Add a New Task Save Board Create a New Iteration

To Do **Doing** **Done**

1

Create DB
Create initial schema
3
alexey tregubov

2

Create DB
Create initial schema
3
alexey tregubov

1

Create DB
Create initial schema
3
alexey tregubov

Deleting Tasks

To delete a task simply click the trash button at the upper right corner of any task.

Team: Agile Board team **Board: Team 1, agile board** **Iteration: 2 (2013-04-26/2013-05-23)** **User: alexey tregubov (Logout)**

Agile Board Add a New Task Save Board Create a New Iteration

To Do	Doing	Done
	<div>Create DB Create initial schema 3 alexey tregubov</div> <div>Click to delete</div>	

Note: Be careful with this function. There is no undo functionality.

Admins

Main View

After login, the main view will be an empty board, where there will be a dropdown box on the top left corner, and a manage teams button.

Team:	Board:	Iteration: (/)	User: admin admin (Logout)
Please select the board with the latest iteration ...		Manage Teams	
To Do	Doing	Done	

View Teams

To view teams just click the dropdown menu and all teams and all of their iterations will appear in the dropdown menu.

Team:	Board:	Iteration: (/)	User: admin admin (Logout)
<div>Please select the board with the latest iteration ...</div>		<div>Manage Teams</div>	
<div>To Do</div> <div>Click to view teams</div>	<div>Doing</div>	<div>Done</div>	

Select Team

To select a team just click the desired team from the dropdown menu.

Team:

Board:

Iteration: (/)

User: admin admin (Logout)

✓ Please select the board with the latest iteration ...
Team 1, agile board - 2 : (2013-04-26 - 2013-05-23)
Team 1, agile board - 2 : (2013-04-14 - 2013-04-24)
Team 2 board - 7 : (2013-03-20 - 2013-03-27)

Manage Teams

Doing

Done

View all teams and all iterations

Team View

After you choose the team, you will see the board exactly as the team members would.

Team: Agile Board teamBoard: Team 1, agile boardIteration: 2 (2013-04-26/2013-05-23)User: admin admin (Logout)

Team 1, agile board - 2 : (2013-04-26 - 2013-05-23)Manage Teams

To DoDoingDone

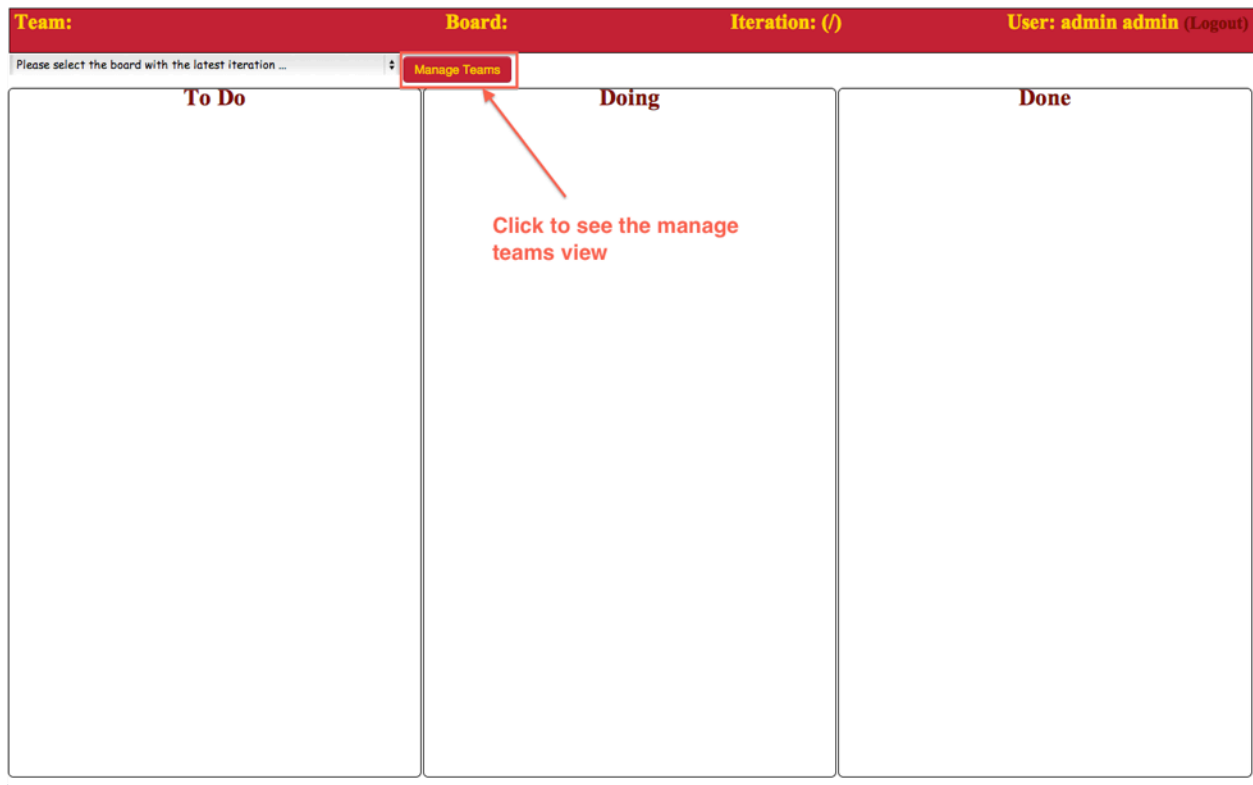
Create DB
Create initial schema
3
alexey tregubov

Moving Tasks

Moving tasks is the same as it is for the users. Please check the relevant section above.

Manage Teams

To see the manage teams view just click the manage teams button.



The manage teams functionality includes, adding new teams, editing team info, and viewing team transaction history.



Add a New Team

After you click the Add a new Team button you will see a view with options to enter the team data.

Team: Agile Board team Board: Team 1, agile board Iteration: 2 (2013-04-26/2013-05-23) User: admin admin (Logout)

[Back to Team Listing's Page](#)

Add a New Team

Team Name:

Description:

Board Name:

Iteration Length (weeks):

Assign Members:

Members:

Member Options

Simple team data

Then from the dropdown menu for members, choose the members that will be in the team and click Add. You will immediately see the members added below.

Team: Agile Board team Board: Team 1, agile board Iteration: 2 (2013-04-26/2013-05-23) User: admin admin (Logout)

[Back to Team Listing's Page](#)

Add a New Team

Team Name:

Description:

Board Name:

Iteration Length (weeks):

Assign Members:

Members:

Member	Options
Eytan Anjel	Remove from Group
Linus Torvalds	Remove from Group
Kirill Golodets	Remove from Group

Members added

When you are done just click submit. When you go back to the teams page you will see the newly created team.

[Back to Board Page](#) [Add A New Team](#)

Show	10	entries	Search:	
Name	Description			
Agile Board team	This is 511 project	Edit	History	
Team Awesome	This is a team full of awesome people.	Edit	History	
Test team #2	This is also 511 project	Edit	History	

Showing 1 to 3 of 3 entries

Editing Team

When you click edit for any team you will be redirected to a page that looks like the Add a New Team page but with the data filled. You can edit the data from this page and click submit, to save the changes.

Team History

When you click the history button for any team, you will be redirected to a page where you will see the transactions of that team and iteration.

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Team's History Log	
Show	10 entries
Search:	
Action	Date
alex deleted task #-1 ()	2013-04-22
alex created new task #2 (Create DB)	2013-04-22
alex deleted task #2 (Create DB)	2013-04-22
alex created new task #3 (Create DB)	2013-04-22
Showing 1 to 4 of 4 entries	
Previous Next	