

## Configuration Manual for Big-picture copying from Jira Staging to Prod environments.

Dashboard <https://reqcentral.com/browse/SIP-560> Dashboard : ICSU SIP Portfolio Roadmap "As an ICSU Executive, I want a view to be able to see the roadmap for the complete calendar year listing features to be delivered by PIs.(Roadmap: current year, across multiple programs, projects)"

### 1.Chapters for the roadmap requirements [How To create]

ICSU portfolio road map.

- a. Add a new PI with iterations (**OVERVIEW module**)
- b. Create a ScrumBoard in a Jira project and link the BigPicture team to this scrum board (**TEAMS module**) NOTE: the Jira project should be in scope of the Box (e.g. the SIP project)
- c. Create a new team under team module (**TEAMS module**)
- d. Link the iterations with the related sprints (need to be created) in the created team board (**BOX configuration**)
- e. Create a new Feature with the correct link to project
- f. Create new stories under the new feature with the correct link to the feature
- g. Plan the new stories in the iterations of the new PI (**BOARD module**)
- h. Show the resulting planning (**Gantt Module**)

After all the exercise ,automatically build up of the planning from story level upwords to program level.

### A. Add a new PI with iterations (**OVERVIEW module**).

Creating PIs(program increment) with iterations How to create it.

- Go to Overview module in the drop down list->Make sure under program, create PI(Program increment along with iterations).
- Ensure program increment created under 2022 GRC TEST. Please find the below screen shot for your reference.
- Click on plus symbol and esure select PI for creating program increment and select ITER for creating iterations

How to create program increment and iteration. Refer below screen shot for the same.

The first screenshot shows the 'Create' dialog for a Program Increment. The 'Type' is set to 'PI' and the 'Name' is 'Program Increment Q1-2026'. The 'Start date' is '30/Sep/24' and the 'End date' is '29/Dec/24'. The 'Icon and color' section shows a 'Clipboard List' icon and a blue color selection. The 'Create' button is highlighted.

The second screenshot shows the 'Create' dialog for an Iteration. The 'Type' is set to 'ITER' and the 'Name' is 'Iteration 7'. The 'Start date' is '26/Dec/22' and the 'End date' is '08/Jan/23'. The 'Icon and color' section shows a 'History' icon and a green color selection. The 'Create' button is highlighted.

After created program increment with iteration the page looks like this, Refer below screen shot.

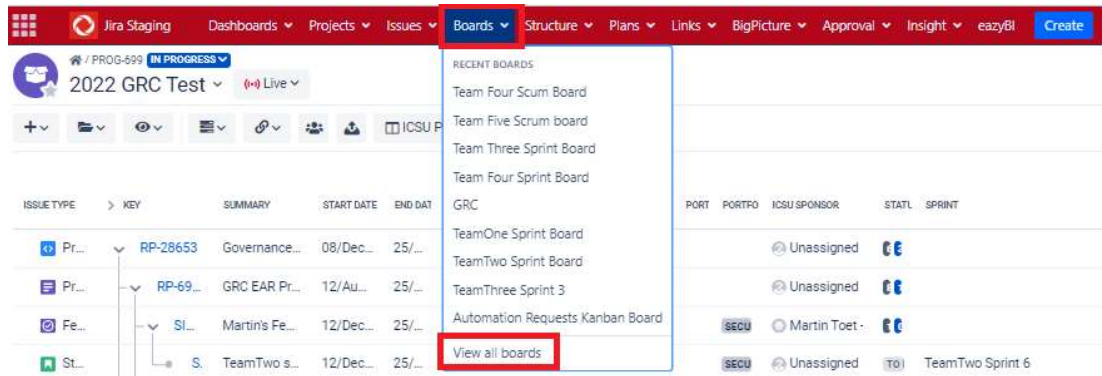
The screenshot shows the Jira interface with a list of Program Increments and Iterations. The 'Program Increment Q1-2026' is highlighted in red. Below it, the 'Iteration 7' is also highlighted in red. The table shows the following data:

KEY	TYPE	NAME	LEADER	START DATE	END DATE	STATUS	STATUS (TASKS)	STATUS CATEGORIES IN %	DESCRIPTION
2022 GRC Test	PROGRAM INCREMENT	2022 GRC Test		23/May/22	31/Dec/23	IN PROGRESS	23.2%	68.7%	16.1%
	PROGRAM INCREMENT	Program Increment Q1-2023		01/Jan/23	31/Mar/23	NOT STARTED	100%	0%	0%
	PROGRAM INCREMENT	Program Increment Q1-2024		01/Jan/24	31/Mar/24	NOT STARTED	100%	0%	0%
	PROGRAM INCREMENT	Program Increment Q1-2025		01/Jul/24	29/Sep/24	NOT STARTED	100%	0%	0%
	PROGRAM INCREMENT	Program Increment Q2-2023		01/Apr/23	30/Jun/23	NOT STARTED	100%	0%	0%
	PROGRAM INCREMENT	Program Increment Q3-2023		01/Jul/23	30/Sep/23	NOT STARTED	100%	0%	0%
	ITERATION	Iteration -1		01/Jul/23	15/Jul/23	NOT STARTED	100%	0%	0%
	ITERATION	Iteration -2		16/Jul/23	31/Jul/23	NOT STARTED	100%	0%	0%
	ITERATION	Iteration -3		01/Aug/23	15/Aug/23	NOT STARTED	100%	0%	0%
	ITERATION	Iteration -4		16/Aug/23	31/Aug/23	NOT STARTED	100%	0%	0%
	ITERATION	Iteration -5		01/Sep/23	15/Sep/23	NOT STARTED	100%	0%	0%
	ITERATION	Iteration -6		16/Sep/23	30/Sep/23	NOT STARTED	100%	0%	0%

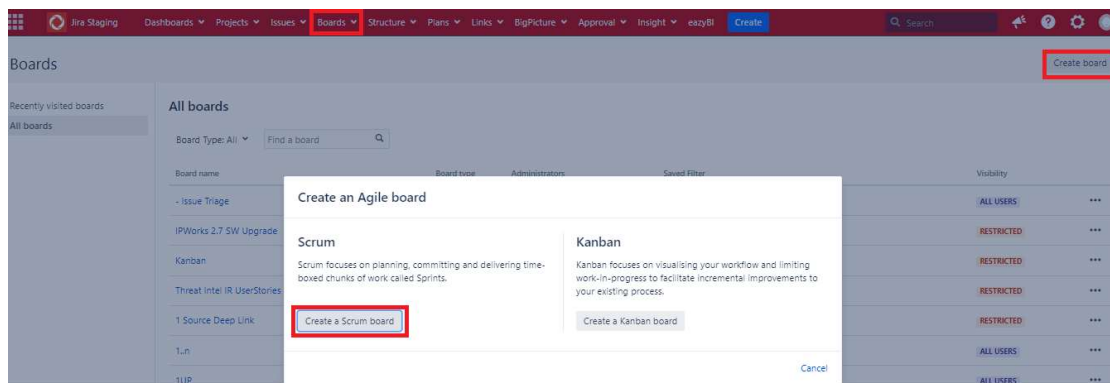
B. Create a Scrum Board in a Jira and link the team to this scrum board in team module  
NOTE: the Jira project should be in scope of the Box (e.g. the SIP project).

How to create scrum board .

- Create a Scrum Board under the SIP project for Team# (in the Jira SIP project) and link the BigPicture team to this scrum board .
- Goto Board option in main menu and click it , under which find all the board and click on it. Please refer below screen shot.



- Click on create board option and select scrum board and click it. Refer below screen shot.

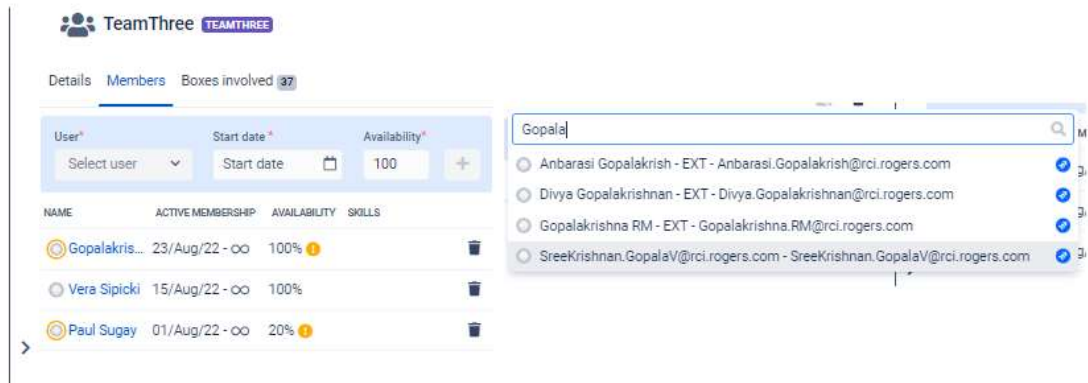


Again Select an option board from an existing project under an agile board . Please refer below screen shot for it.

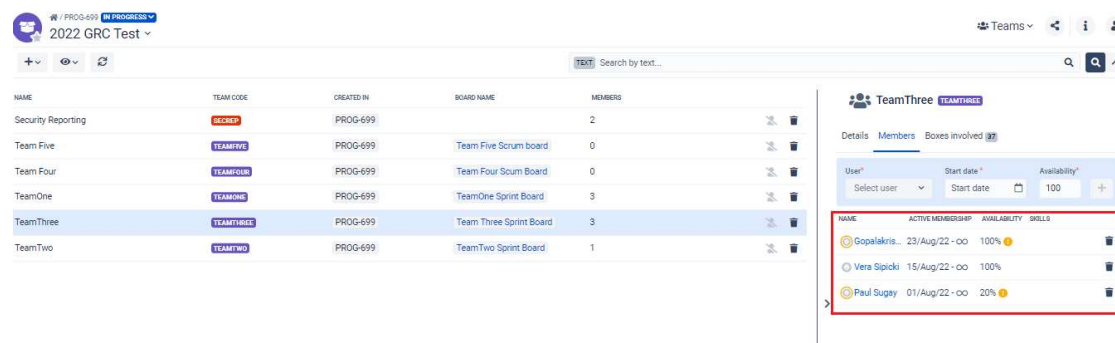


Give board name and ensure select SIP project for this agile board. Refer below screen shot for this exercise.





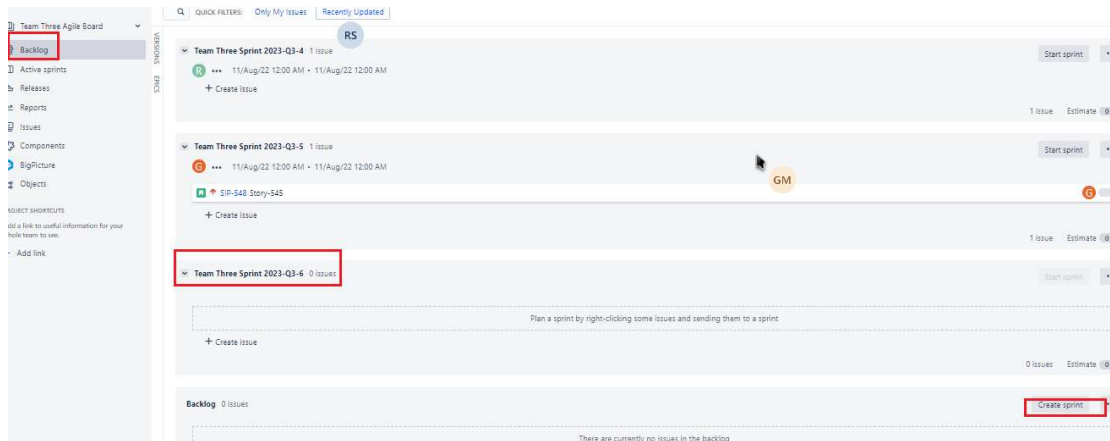
In Team module add the users to the created team#. Refebelow screen shot.



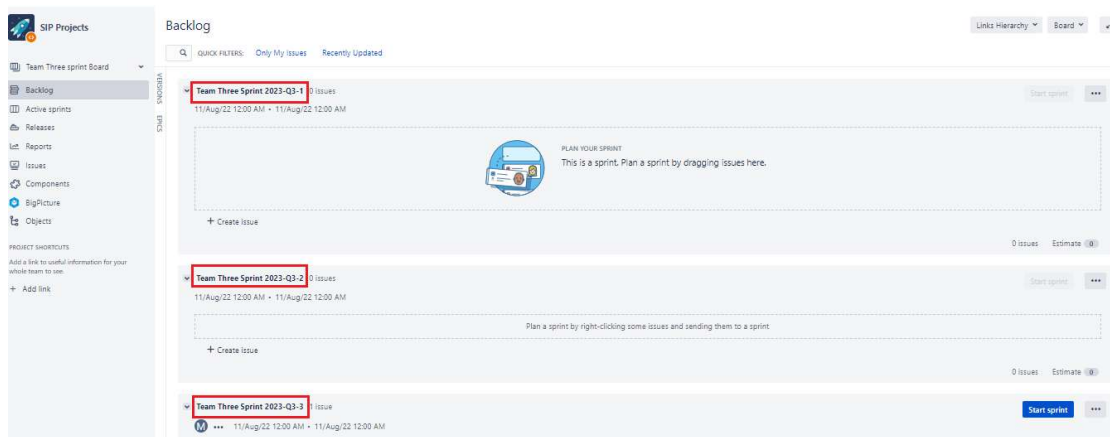
D. Link the iterations with the related sprints (need to be created) in the created team board  
(BOX configuration)

How to create sprint In Agile board.

- Goto agile board which have created . then goto backlog option.
- Now create sprint in agile scrum board. find Create sprint option under Backlog option for the agile board.

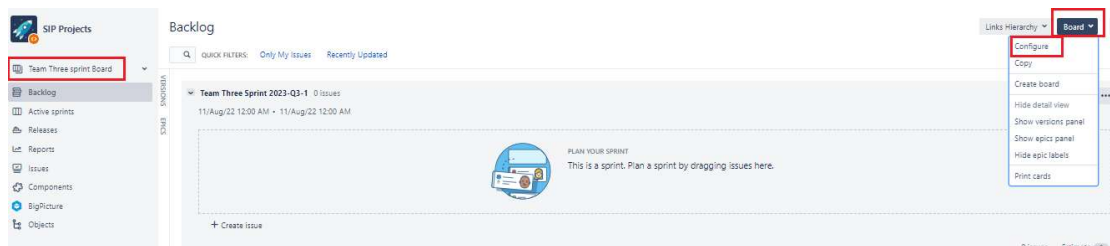


Created three sprint and it show under the agile board . Refer below screen shot for the same.



Adding JQL quarry to scrum board.

Find the Board option at right side corner of the scrum board(Team three sprint board) page and click on it, under which find configure option for configure the sprint board.Refer below screen shot for the same.



Ensure goto General setting , under which Find administration access and then add users if required.

- Also Ensure the name of the scrum board under which expecting add JQL

quarry.Refer below screen shot for the same.

Configure Team Three sprint Board

CONFIGURATION

- General
- Columns
- Swimlanes
- Quick Filters
- Card colors
- Card layout
- Estimation
- Working days
- Issue Detail View

General and filter

The Board filter determines which issues appear on the board. It can be based on one or more projects, or custom JQL depending on your needs.

General

Board name: Team Three sprint Board

Administrators: Gopalakrishna RM - EXT (Gopalakrishna.RM@rci.rogers.com), Martin Toet - EXT (martin.toet@rci.rogers.com)

Filter

Saved Filter: Filter for Team Three Sprint Board 2  
[View Filter Query](#)

Shares: Project: SIP Projects (VIEW)

Owner: Martin Toet - EXT

Filter Query: project = sip AND issuetype = story AND labels = "team#TeamThree"

Ranking: Ranking is disabled, as the Filter Query is not ordered by Rank

Projects in board: SIP Projects  
[View permission](#)

Configure scum board.

Make sure under general setting in configure scrum board page , goto save filter and click on view filter query. Refer below screen shot for the same.

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- Swimlanes
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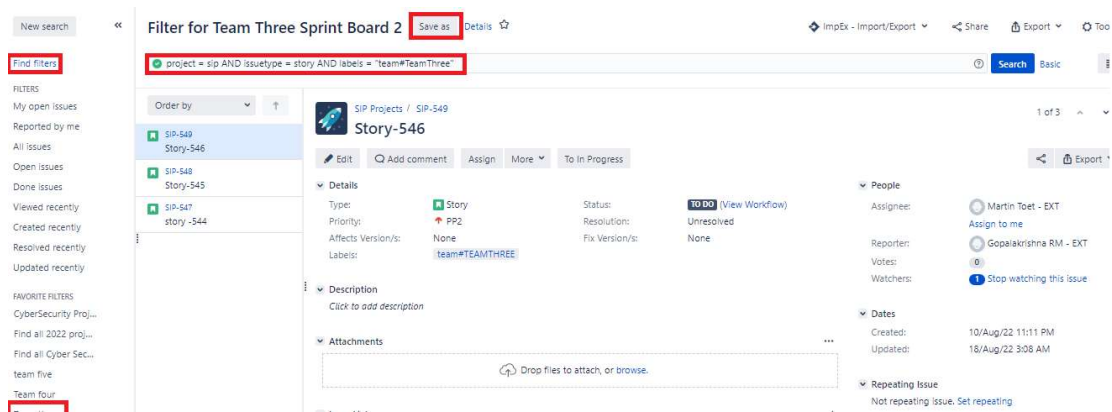
Ranking: Ranking is disabled, as the Filter Query is not ordered by Rank

Projects in board: SIP Projects  
[View permission](#)

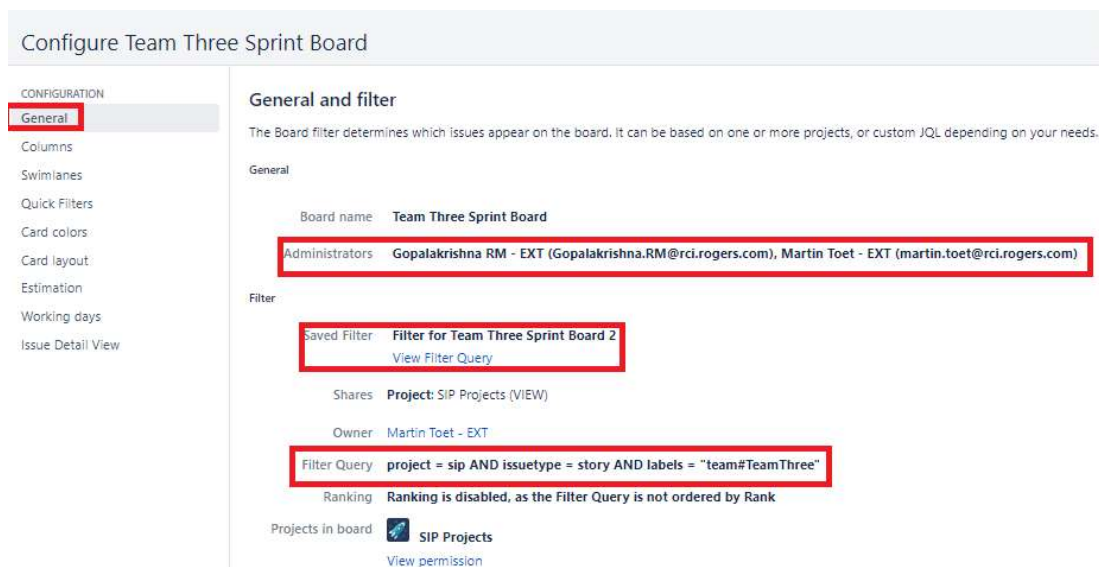
Now type JQL query in search box and verified it then save it.

Add JQL Query to agile board. JQL= project = sip AND issuetype = story AND labels = "team#TeamThree" and ensure save it Refer below screen shot for the same.





Finally the configure scrum board( team three sprint board) page looks like this... refer below screen shot for the same.



Link the team along with the created sprints under iteration in the box configuration .

How to link the team along with sprint under iteration.

- Goto configuration option -> click on it -> ensure Select correct program increment in which created by you and expected link .
- Click on task option in configuration drop down list and under it select scope definition followed click it.
- Also ensure click on each team mapping with different value. its mapped base on number of sprint have created under scrum board say team three sprint board. Refer below screen shot for the same.



Program Increment Q3-2023

Back to Gantt

General

Tasks

Scope definition

Scheduling

Workload contouring

Task Templates

Resources

Overview

Gantt

Scope definition

Note: The field-based sync is applied only to tasks that are in the upper-level scope (Own scope).

CONNECTED JIRA FIELD VALUE

Program Increment Q3-2023

Each team has a different mapping with value

Timeboxes

Set the rules to sync the scope of the sub-elements automatically. The sync is bidirectional: planning a task will update the field with a respective value. Correspondingly, updating the field value of a task will result in automatically planning the task. Note: The field-based sync is applied only to the tasks that are in the upper-level scope (Own scope).

2023 JUL AUG

Iteration-1 Iteration-2 Iteration-3

CONNECTED JIRA FIELD

Sprint

Each team has a different mapping with value

TEAM NAME VALUE

Now add team name and its value.

- Ensure select the correct connected jira field as sprint . For the same refer below screen shot.

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2023 AUG SEP

Iteration-3 Iteration-4 Iteration-5

CONNECTED JIRA FIELD

Sprint

Each team has a different mapping with value

TEAM NAME VALUE

Team unassigned Select or create Jira Sprint

Security Reporting Select or create Jira Sprint

TeamOne Select or create Jira Sprint

TeamTwo Select or create Jira Sprint

TeamThree Team Three Sprint 2023-Q3-3

TeamFour Select or create Jira Sprint

TeamFive Select or create Jira Sprint

Finally linked team along with scrum board under different iteration in box configuration page looks like this ... For the same refer below screen shot.

Program Increment Q3-2023

Back to Teams

General

Tasks

Scope definition

Scheduling

Workload contouring

Task Templates

Resources

Overview

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Scope definition

Note: The field-based sync is applied only to tasks that are in the upper-level scope (Own scope).

CONNECTED JIRA FIELD VALUE

Program Increment Q3-2023

Each team has a different mapping with value

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2023 AUG SEP

Iteration-3 Iteration-4 Iteration-5

CONNECTED JIRA FIELD

Sprint

Each team has a different mapping with value

TEAM NAME VALUE

Team unassigned Select or create Jira Sprint

Security Reporting Select or create Jira Sprint

TeamOne Select or create Jira Sprint

TeamTwo Select or create Jira Sprint

TeamThree Team Three Sprint 2023-Q3-3

E. Create a new Feature and ensure correctly link with the SIP project .

How to create feature and stories.

- Goto create option in main menu of big picture staging environment and click on it.
- Create number of new Feature under SIP project and also Create number of new stories under the new feature.
- Select project is SIP project, issue type is feature and also fill related field and then click on create ---> This is for creating feature.
- Similarly select project is SIP project, issue type is story and also fill related field and then click on create ---> This is for creating story.(refer below screen shot).

The screenshot shows the 'Create Issue' form with the following fields and values:

- Project\***: SIP Projects (SIP) (highlighted with a red box)
- Issue Type\***: Feature (highlighted with a red box)
- Initiative Name\***: Automation
- Workstream\***: Task (checked)
- Summary\***: (empty)
- Business Problem\***: (empty)

At the bottom right, there is a 'Create' button highlighted with a red box. To the right of the form is a diagram illustrating the relationships between entities:

```
graph TD
    Program -- "belongs to program" --> Projects
    Projects -- "Is related to project" --> Features
    Features -- "Has Entity" --> Stories
    Features -- "Contains Story" --> Stories
```

F. Create new stories under SIP project and ensure correctly link with the feature

How to create stories.

- Goto create option in main menu of big picture staging environment and click on it.
- Select project is SIP project, issue type is story and also fill related field and then click on create ---> This is for creating story. For the same refer below screen shot).

Create Issue

Configure Fields

All fields marked with an asterisk (\*) are required

Project\*

SIP Projects (SIP)

Issue Type\*

Story

Feature

Automation

Issue

Risk

Task

Summary\*

☐ Create another
 

Create

```

graph TD
    Program -- "belongs to program" --> Initiative
    Projects -- "belongs to program" --> Program
    Projects -- "is related to project" --> Features
    Features -- "contains story" --> Stories
    Projects -- "has Entity" --> Features
    Features -- "contains Story" --> Stories
    
```

How to link feature with project.

Select feature and under it goto edit option --> select linked issue is IS RELATED TO PROJECT and also Issue is type the project name under which feature is linked. For the same refer below screen shot.

Edit Issue : SIP-560

Configure Fields

Begin typing to find and create labels or press down to select a suggested label.

Attachment

Drop files to attach, or browse.

Security\*

CUSTOMER FIRST - Keep our Customers & Brands cybersafe by minimizing potential negative impacts

Improvements

List the benefits (Customer Exp. MTTR, MTDD, MTTC, Compliance, Remediation, etc)

Project KPI(s)

None

Incidents Reduction

Reduce MTTR

Reduce MTDD

Reduce MTTC

Key Measurable Progress indicators to measure the project success

Linked Issues

Is related to Project

Issue

RP-699

+

History Search (Showing 2 of 2 matching issues)

RP-69903 - GRC Non Compliance Workflow Enhancement

RP-69963 - Digital Forensics

Milestone

RP-699 (Enter issue key)

Use the d/MMM/yy date format

Overall Status

Green

Iteration

None

Start date

17/Aug/22

Start date field used by SoftwarePlant plugins (BigPicture, BigGantt) - Use the d/MMM/yy date format

End date

4/Oct/22

End date field used by SoftwarePlant plugins (BigPicture, BigGantt) - Use the d/MMM/yy date format

Update

Finally the page looks like this , the feature linked with project. Below screen shot refer for the same.

The screenshot shows the Jira issue page for 'SIP-F1'. The 'Type' is 'Feature' and 'Status' is 'To Do'. The 'Issue Links' section shows three stories (SIP-563, SIP-561, SIP-562) and a project link (RP-59903) which is highlighted with a red box. The project link is labeled 'is related to Project' and 'PENDING GAT...'.

How to link story with feature.

Select story and under it goto edit option --> select linked issue is CONTAIN STORY and also Issue is type the feature name under which story is linked.Refer below screen shot for the same.

**Edit Issue : SIP-562** Configure Fields

Acceptance Criteria   
 Multi-line Text Field

Story Points   
 Measurement of complexity and/or size of a requirement.

Priority   
 PP2

Linked Issues   
 Contains Story

Issue   
 SIP-56

History Search (Showing 3 of 3 matching issues)

Milestone   
 SIP-560 - SIP-F1

Fix Version/s   
 SIP-563 - SIP-S3  
 SIP-561 - SIP-S1

Iteration   
 None

Comment   
 Style B I U A Link Image List Bulleted List Numbered List Emoji More

**Update** Cancel

And Visa vis If the story link with feature select the issue linked is IMPLIMENT THE FEATURE.

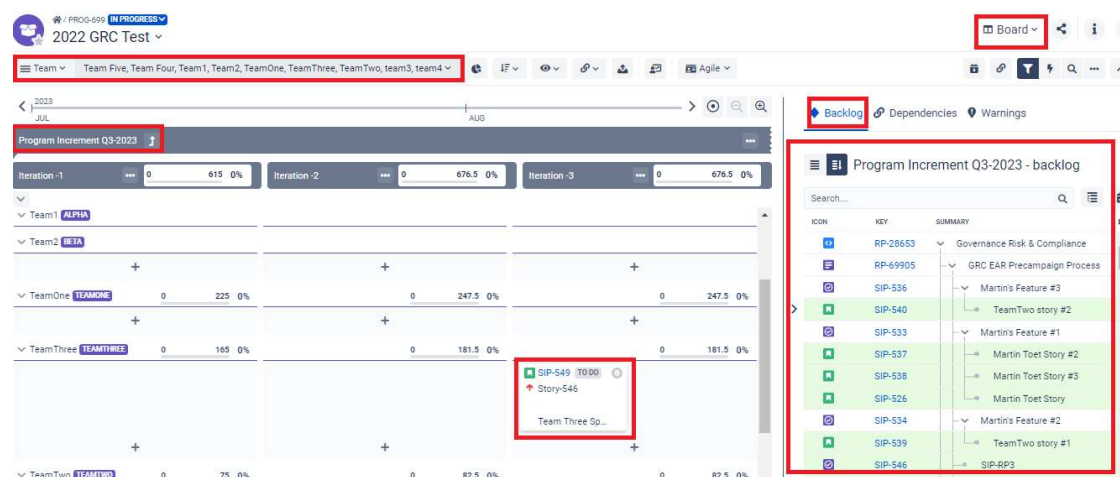
Finally the page looks like this , the story linked with feature. Below screen shot refer for the same.



## G. Plan the new stories in the iterations of the new program increment in BOARD module

How to plan stories in the iteration of program increment.

- Goto Board module in module drop down list and click on it.
- Ensure select team# under current program increment.
- Drag the features and stories under PI which have created from backlog . and placed under iterations(refer below screen shot for the seme).



After all the exercise ,automatically build up of the planning from story level upwords to program level.

Now the ICSU portfolio road map looks like... for program increment Q4-2022

- The projects are linked under program, the features are linked under projects and

the stories are linked under features at left right of gantt view.

- Similarly the features and stories are placed under iteration 1, iteration 2, and iteration 3 at right side of the gantt view. For same refer below screen shot.

