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# JIRA

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## TUTORIAL



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# JIRA Tutorial

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**First published on** Apr 2017, Published by **SmlCodes.com**

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# 1. Introduction

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JIRA is a tool developed by Australian Company Atlassian. It is used for **bug tracking, issue tracking**, and **project management**. JIRA helps us to manage the project effectively and smoothly. It is a powerful tool to track the issues, bugs, backlogs of the project.



- **Plan:** Create user stories and issues, plan sprints, and distribute tasks across your software team.
- **Track:** Prioritize and discuss your team's work in full context with complete visibility.
- **Release:** Ship with confidence and sanity knowing the information you have is always current.
- **Report:** Improve team performance based on real-time, visual data you can use

## JIRA Features

JIRA comes with following Features. We can choose the type of JIRA as per our Requirement.

### JIRA Software

JIRA software development tool used by agile teams. Plan, track, and release world-class software

### JIRA Service Desk

Give your customers an easy way to ask for help and your agents a fast way to resolve incidents

### Confluence

Create a self-service Knowledge Base

### Overall Features of JIRA

- **Issue tracking**
- **Scrum boards**
- **Project planning**
- **Project tracking**
- **Reporting**
- **Notifications**

## Advantages of JIRA

- Improves collaboration
- Improves tracking
- Better planning
- Increase productivity
- Improves customer satisfaction
- Flexible to use

## 2. JIRA Installation and Configuration

We can Install & configure JIRA in two ways

1. Installing JIRA Software in Local System
2. Using Atlassian Cloud Platform

### 2.1 Installing JIRA Software in Local System

To Install JIRA in your local machine you need to Install & Configure below Software's/Tools

#### 1.Java ()

Check java installation by 'java -version' command

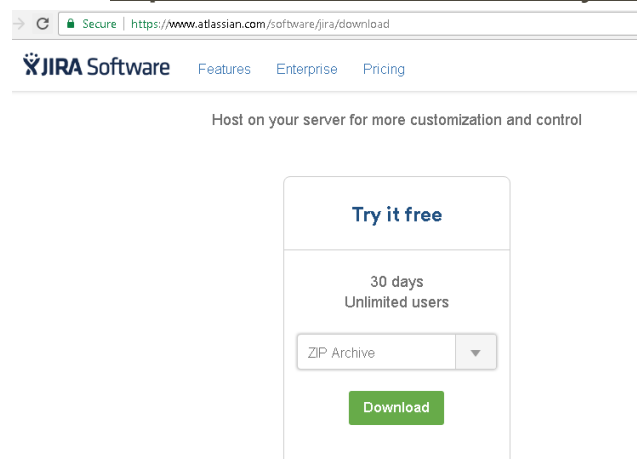


```
C:\>java -version
java version "1.8.0_111"
Java(TM) SE Runtime Environment (build 1.8.0_111-b14)
Java HotSpot(TM) 64-Bit Server VM (build 25.111-b14, mixed mode)
```

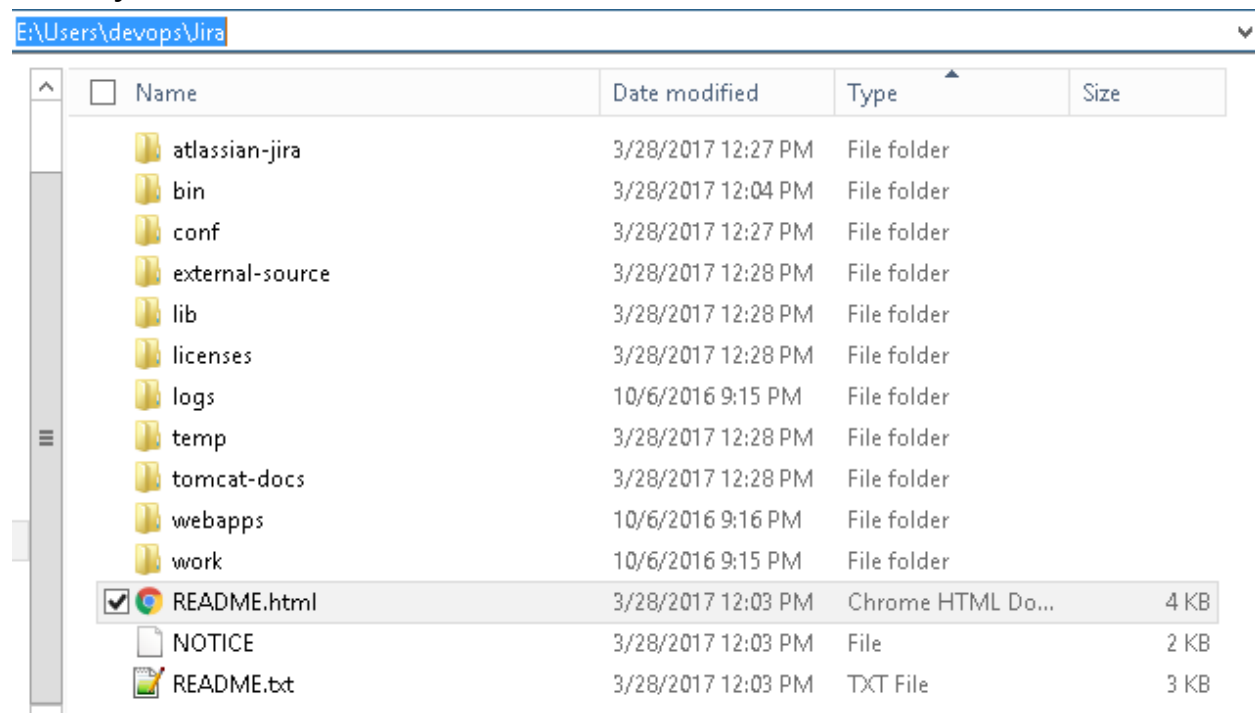
#### 2.MySQL

#### 3.Apache Tomact Server

4.Go to <https://www.atlassian.com/software/jira/download> and download appropriate version



5.Extract the .zip file, change the folder name for convenience to Jira.it will be the **<installation-directory>** for Jira Software

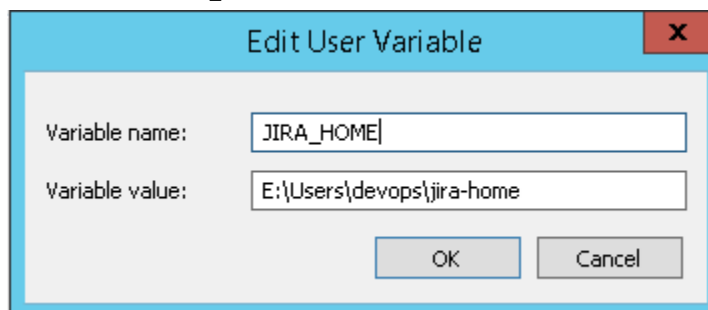


6.Create a new folder. This should be separate to your installation directory. We'll refer to this directory as your **<home-directory>**. For **Ex: E:\Users\devops\jira-home**

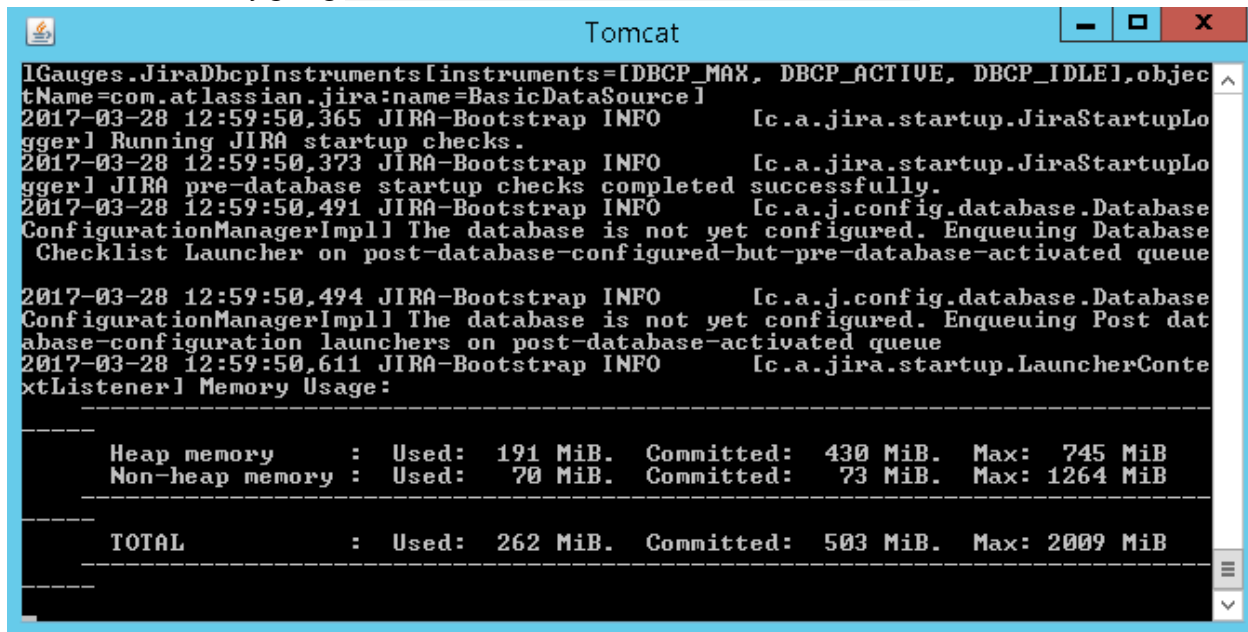
7. Edit **<installation-directory>\atlassian-jira\WEB-INF\classes\jira-application.properties** file by adding **jira.home** = absolute path to your home directory. You will need to escape the backslashes, for example:

```
jira.home =E:\\Users\\devops\\jira-home
```

and also set JIRA\_HOME environment variable



8.Start JIRA Server by going **E:\Users\devops\Jira\bin\start-jira.bat**



```
Tomcat
I[Gauges.JiraDbcpInstruments[instruments=[DBCP_MAX, DBCP_ACTIVE, DBCP_IDLE],objec
tName=com.atlassian.jira:name=BasicDataSource]
2017-03-28 12:59:50,365 JIRA-Bootstrap INFO      [c.a.jira.startup.JiraStartupLo
gger] Running JIRA startup checks.
2017-03-28 12:59:50,373 JIRA-Bootstrap INFO      [c.a.jira.startup.JiraStartupLo
gger] JIRA pre-database startup checks completed successfully.
2017-03-28 12:59:50,491 JIRA-Bootstrap INFO      [c.a.j.config.database.Database
ConfigurationManagerImpl] The database is not yet configured. Enqueuing Database
Checklist Launcher on post-database-configured-but-pre-database-activated queue
2017-03-28 12:59:50,494 JIRA-Bootstrap INFO      [c.a.j.config.database.Database
ConfigurationManagerImpl] The database is not yet configured. Enqueuing Post dat
abase-configuration launchers on post-database-activated queue
2017-03-28 12:59:50,611 JIRA-Bootstrap INFO      [c.a.jira.startup.LauncherConte
xtListener] Memory Usage:
-----
Heap memory      : Used:  191 MiB.  Committed:  430 MiB.  Max:  745 MiB
Non-heap memory  : Used:   70 MiB.  Committed:   73 MiB.  Max: 1264 MiB
-----
TOTAL            : Used:  262 MiB.  Committed:  503 MiB.  Max: 2009 MiB
-----
```

9.You can access JIRA software by going <http://localhost:8080/> through browser.

10. Then it will start a Wizard, Just select autoconfigurations for demo purpose.Once configuration is done, it will shows the dashboard as below



## System dashboard



The screenshot displays the 'Introduction' section of the JIRA system dashboard. It features the JIRA logo on the left and a welcome message on the right. The message includes links to the 'JIRA 101 guide' and 'Atlassian training course', and a link to 'customize this text' in the Administration section.

**Introduction**

Welcome to JIRA

Not sure where to start? Check out the [JIRA 101 guide](#) and [Atlassian training course](#).

You can [customize this text](#) in the Administration section.

We can change the port number by Editing **<installation-directory>\conf\server.xml** Change the **Server** port (8005) and the **Connector** port (8080) to free ports on your server. For example change the **Server** port to 5005 and the **Connector** port to 9191.after changing port JIRA URL is <http://localhost:9191/>

## 2.2 JIRA Cloud account Setup

1.Go to <https://www.atlassian.com/software/jira/try>

2.Choose the plan (Just click on try it for free). Fill the form and select **Start now**

Secure | <https://www.atlassian.com/ondemand/signup/form?product=jira-software.ondemand,confluence.ondemand>

**Atlassian**

Get started with Atlassian Cloud

You're signing up for our Cloud option, hosted by us.

Looking to [host it on your own server?](#)

Claim your site

smlcodes .atlassian.net

Full name

Small Codes

Email

smlcodes@gmail.com

[Sign in with a different Atlassian account](#)

Password

.....

Password strength: Weak

By clicking here you accept the [Atlassian Customer Agreement](#).

**Start now**

### 3.It will Setup the JIRA Software

Secure | <https://www.atlassian.com/ondemand/signup/confirmation?ondemandurl=smlcodes&products=jira-software.ondemand>



One moment, your site is starting up



When you get in, explore all the products you're evaluating.

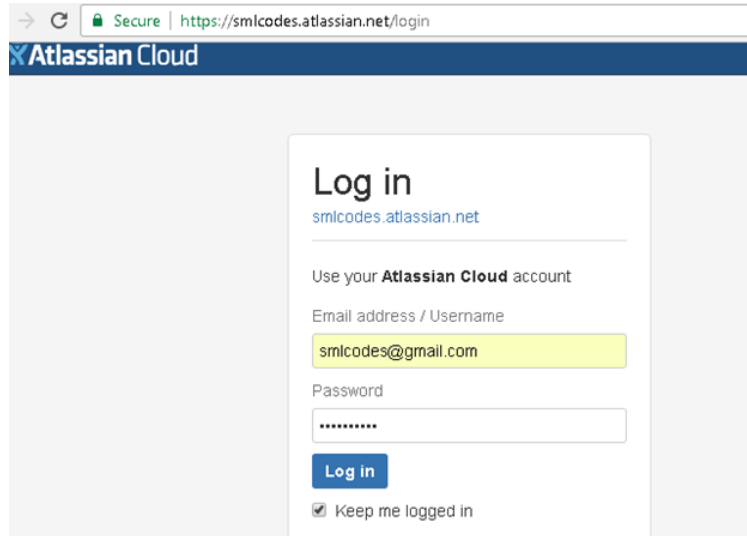
Click the app switcher in the top left to switch between products.

#### JIRA Software

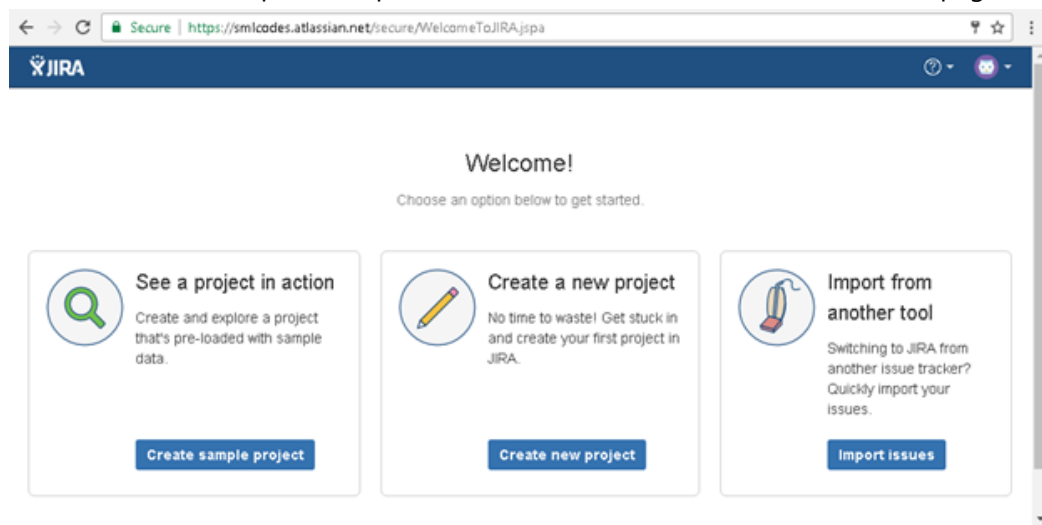
The #1 software development tool used by agile teams. Plan, track, and release world-class software



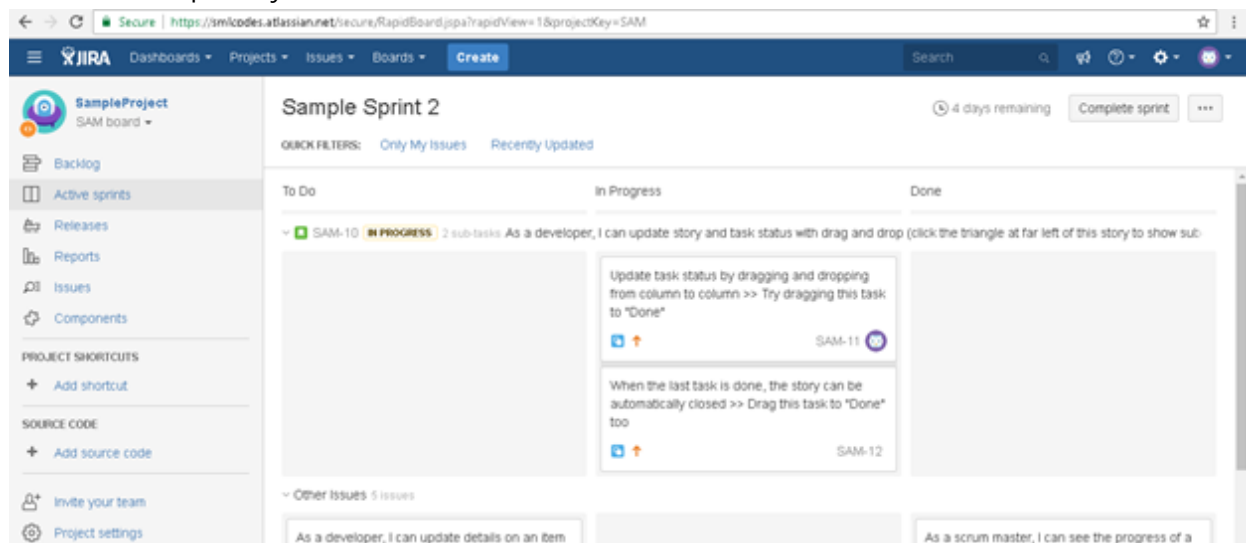
#### 4. Once Setup is completed, it will navigate to Login page. provide login credentials & Login



#### 5. It will Start the Setup wizard, provide the details & it will show the Jira homepage as follows



#### 6. Create a Sample Project, It will show the JIRA Dashboard as below



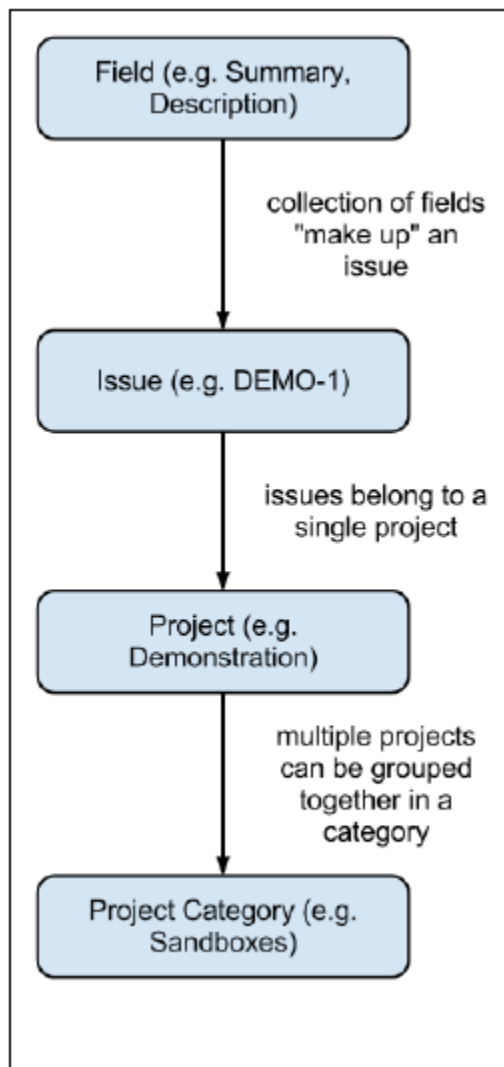
## 3. JIRA Project Management

JIRA initially started off as a bug tracking system, helping software development teams to better track and manage the problems/issues in their projects

### 3.1 JIRA Project hierarchy

JIRA organizes its data in a hierarchical structure. At the lowest level, we have field, which are used to hold raw information. Then the next level up, we have issue, which are like a unit of work to be performed

An issue will belong to a project, which defines the context of the issue. Finally, we have **project category**, which logically group similar projects together. The figure in the following illustrates the hierarchy we just talked about:



## **1. Project category**

**Project category is a logical grouping for projects**, usually of similar nature. Project category is optional. Projects do not have to belong to any category in JIRA. When a project does not belong to any category, it is considered uncategorized. The categories themselves do not contain any information; they serve as a way to organize all your projects in JIRA, especially when you have many of them.

## **2. Project**

In JIRA, a **project** is a **collection of issues**. Projects provide the background context for issues by letting users know where issues should be created. Users will be members of a project, working on issues in the project. Most configurations in JIRA, such as permissions and screen layouts, are all applied on the project level.

It is important to remember that projects are not limited to software development projects that need to deliver a product. They can be anything logical, such as the following:

- Company department or team
- Software development projects
- Products or systems
- A risk register

## **3. Issue**

**Issues** represent work to be performed. From a functional perspective, an issue is the base unit for JIRA. Users create issues and assign them to other people to be worked on. Project leaders can generate reports on issues to see how everything is tracking.

- An issue can belong to only one project
- There can be many different types of issues
- An issue contains many fields that hold values for the issue

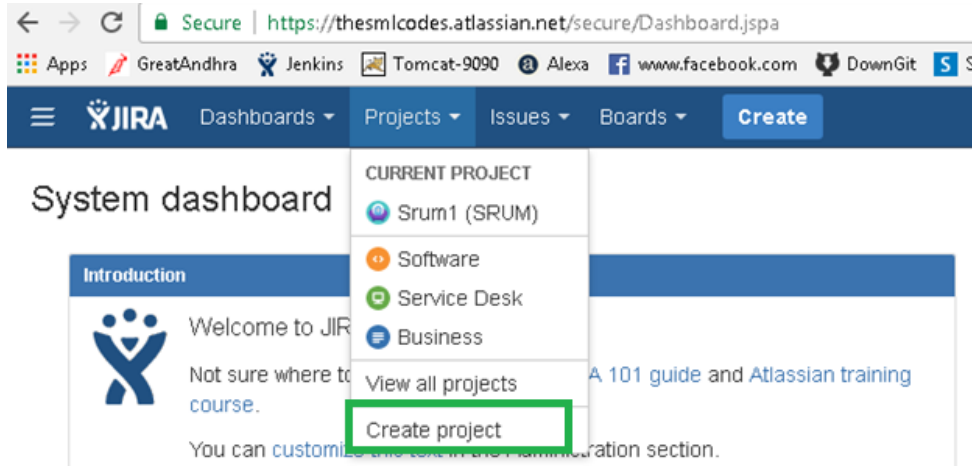
## **4. Field**

**Fields** are the most basic unit of data in JIRA. They hold data for issues and give meaning to them. Fields in JIRA can be broadly categorized into two distinctive categories, namely, system fields and custom fields. They come in many different forms, such as text fields, drop-down lists, and user pickers. Fields and the topics

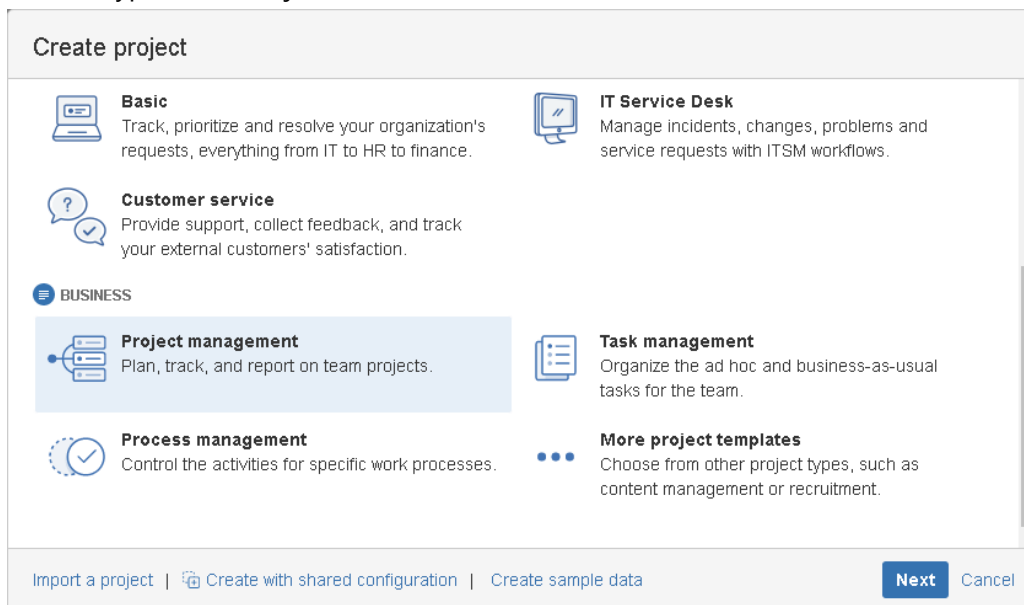
- Fields hold values for issues
- Fields can have behaviors (hidden or mandatory)
- Fields can have a view and structure (text field or drop-down list)

## 3.2 Creating Project in JIRA

1.Go to the JIRA Home, On the Top Choose **Projects** →**Create Project**



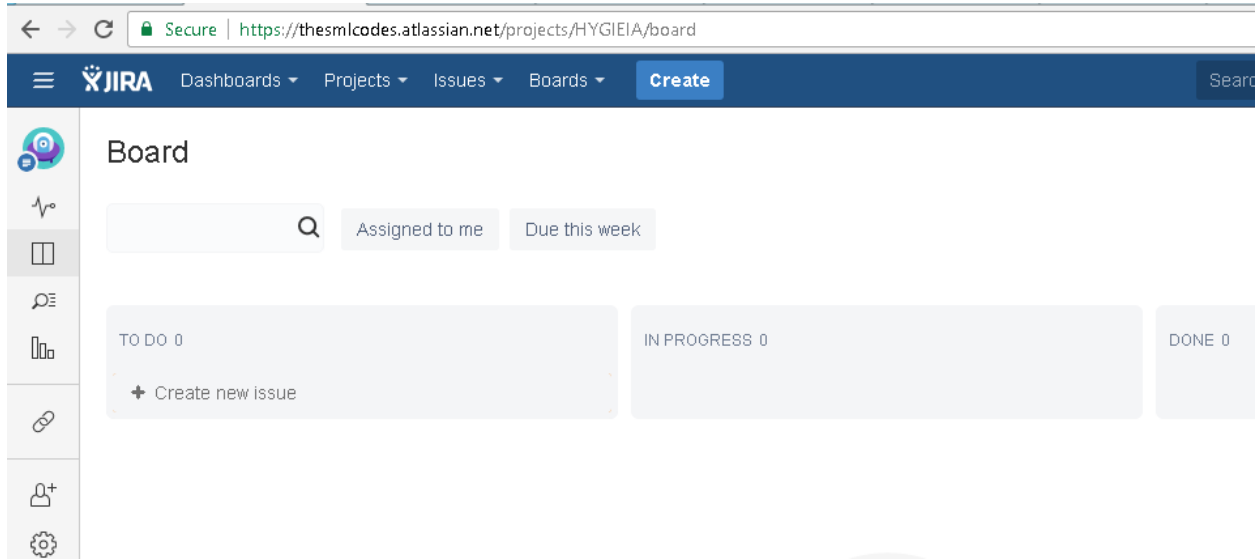
2.Select type of the Project & click on next



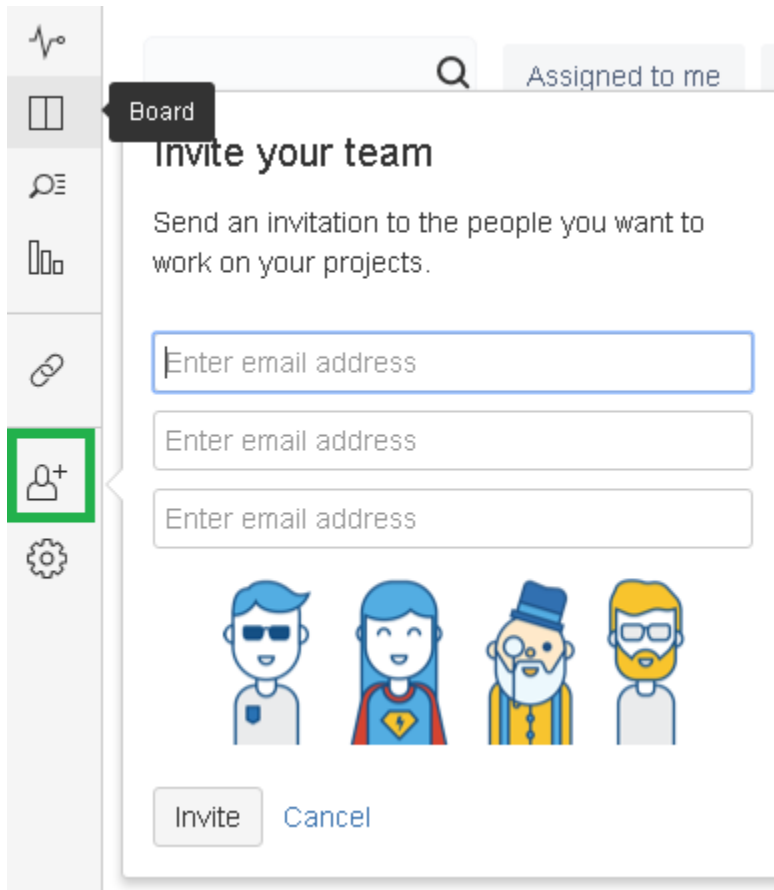
3.Provide details & Submit

A screenshot of the 'Project management' form in JIRA. It contains three main input fields: 'Name' with the value 'Hygieia Project' and a note 'Max. 80 characters.', 'Key' with the value 'HYGIEIA' and a note 'Max. 10 characters.', and 'Project lead' with the value 'smicodes' and a note 'Enter the username of the project lead.'. At the bottom right, there are 'Back', 'Submit', and 'Cancel' buttons.

4.It will show the Empty Dashboard as below.



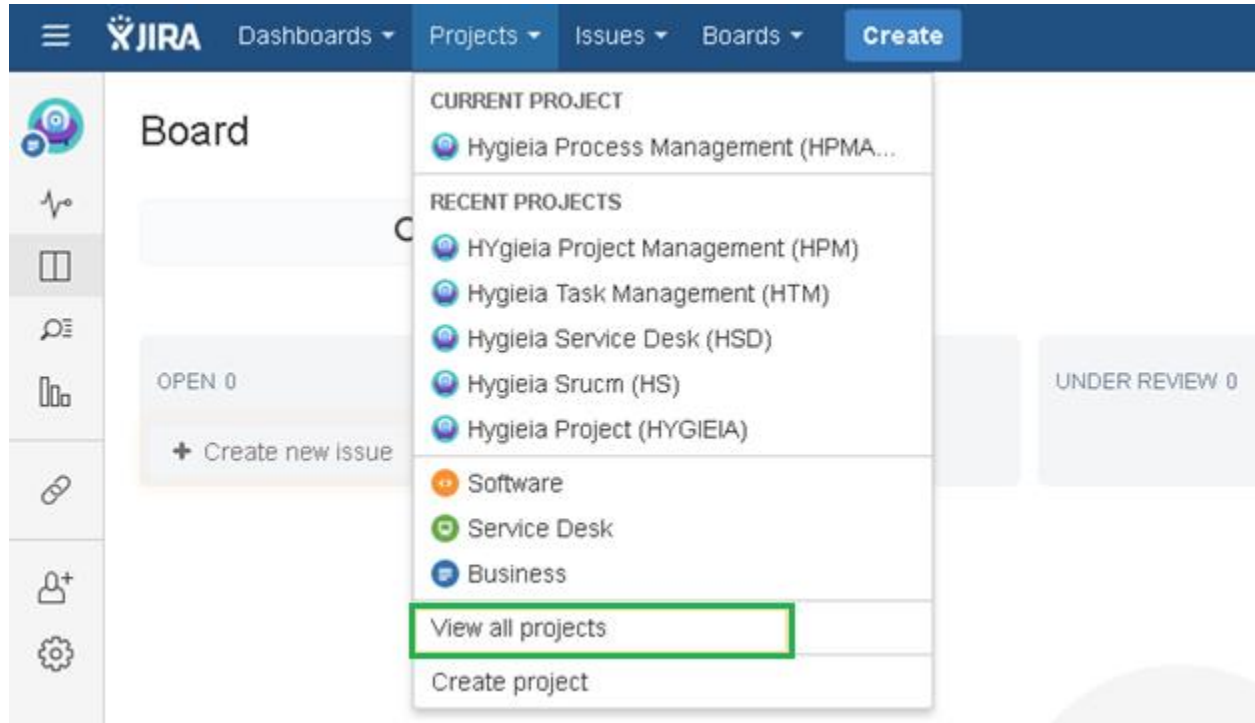
5.You can add your team members by clicking on invite your team button



### 3.3 Creating Project Category in JIRA

**Project category is a logical grouping for projects**, usually of similar nature. Project category is optional. Projects do not have to belong to any category in JIRA. When a project does not belong to any category, it is considered uncategorized. The categories themselves do not contain any information; they serve as a way to organize all your projects in JIRA, especially when you have many of them.

1. Go to Dashboard home, Click Projects option in the top bar and select view all projects option

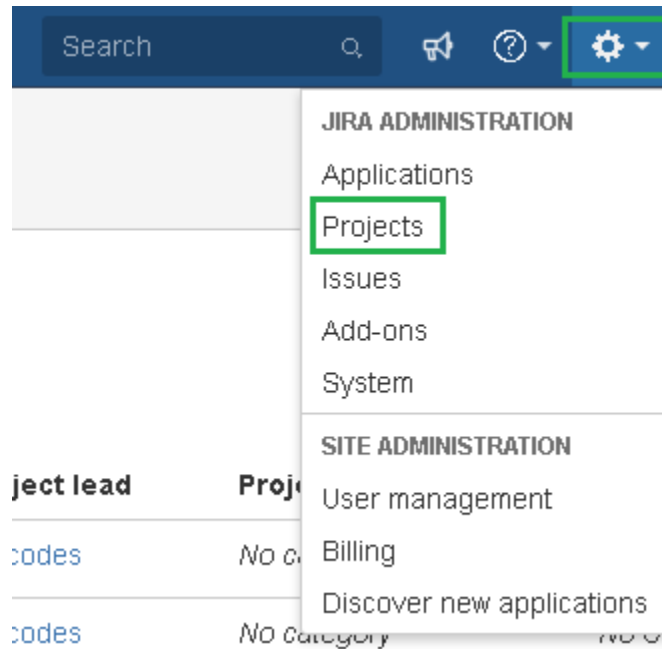


2. It will show all the projects. Observe that by default **Project Category is No category**

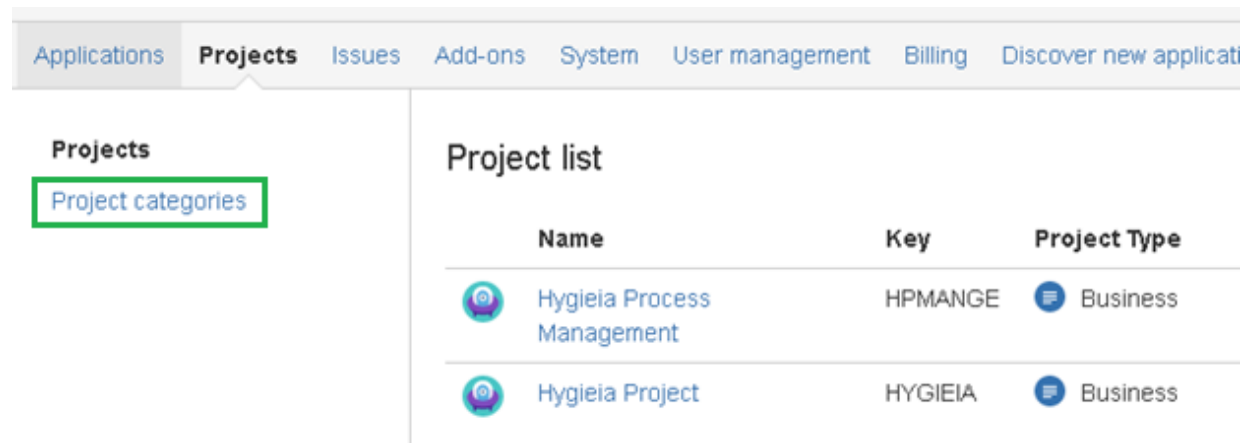
All project types - All categories

<input type="text" value="hygieia"/>						
Project	Key	Project Type	Project lead	Project Category	URL	
Hygieia Process Management	HPMANGE	Business	smlcodes	No category	No URL	
Hygieia Project	HYGIEIA	Business	smlcodes	No category	No URL	
Hygieia Project Management	HPM	Business	smlcodes	No category	No URL	
Hygieia Service Desk	HSD	Service Desk	smlcodes	No category	No URL	
Hygieia Srucm	HS	Software	smlcodes	No category	No URL	
Hygieia Task Management	HTM	Business	smlcodes	No category	No URL	

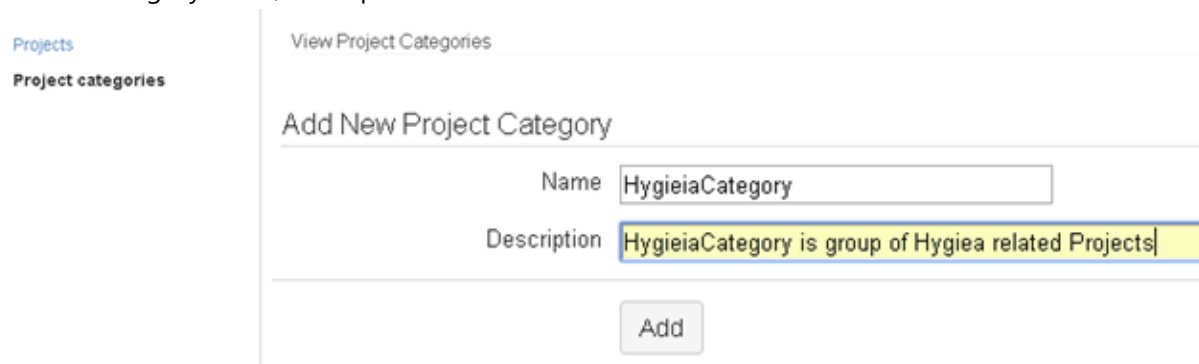
3.To add category to project, select **Settings**→ **Projects**



4.It will show the all Projects with Edit buttons.On the left side menu, click on **Project Categories**



5.Add Category name, Description and click on **ADD** button to save the details.



6. Now go to Projects tab, Click on **EDIT** button to add Project category for that Project .

Project list Create project

Name	Key	Project Type	URL	Project lead	Default Assignee	Project Category	Actions
Hygieia Process Management	HPMANGE	Business	No URL	smicodes	Unassigned		<a href="#">Edit</a> <a href="#">Delete</a>
Hygieia Project	HYGIEIA	Business	No URL	smicodes	Unassigned		<a href="#">Edit</a> <a href="#">Delete</a>

7. It will open the Pop-up window, Choose **Project category** from the list & Save details.

Details

Name\*   
Key\*  ⓘ  
URL   
Project type\* Business ⓘ  
Project category\* None ⓘ  
Avatar\* select image  
Description   

Save details Cancel

Details

Name\*   
Key\*  ⓘ  
URL   
Project type\* Business ⓘ  
Project category\* HygieiaCategory ⓘ  
Avatar\* select image  
Description   

Save details Cancel

8. Now go to Projects, check the Project category is updated for Hygieia Project.

Project list Create project

Name	Key	Project Type	URL	Project lead	Default Assignee	Project Category	Actions
Hygieia Process Management	HPMANGE	Business	No URL	smicodes	Unassigned		<a href="#">Edit</a> <a href="#">Delete</a>
Hygieia Project	HYGIEIA	Business	No URL	smicodes	Unassigned	HygieiaCategory	<a href="#">Edit</a> <a href="#">Delete</a>
Hygieia Project Management	HPM	Business	No URL	smicodes	Unassigned		<a href="#">Edit</a> <a href="#">Delete</a>
Hygieia Service Desk	HSD	Service Desk	No URL	smicodes	Unassigned		<a href="#">Edit</a> <a href="#">Delete</a>

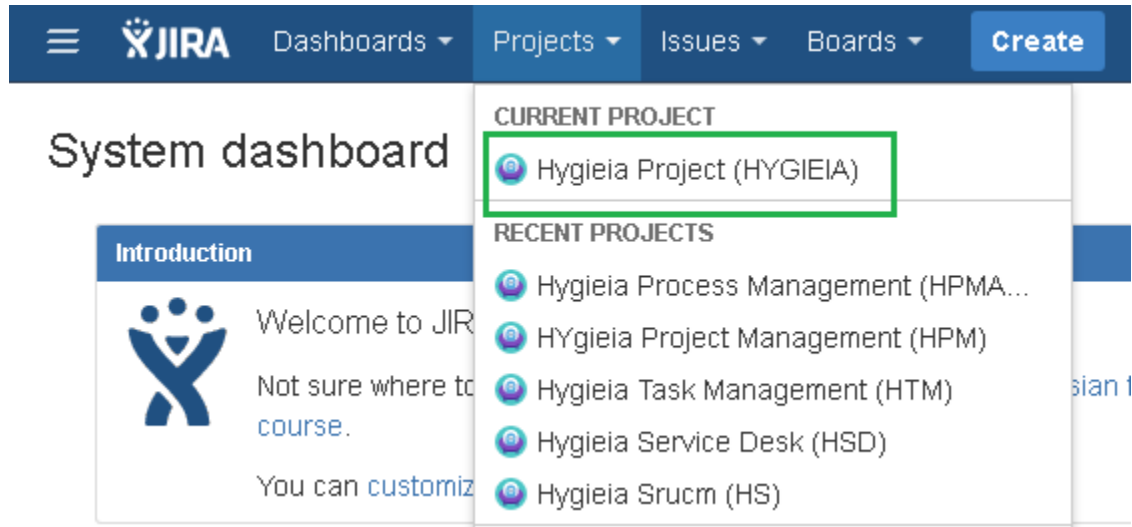
9. We can categorize/Group the projects by adding Project category to the Project



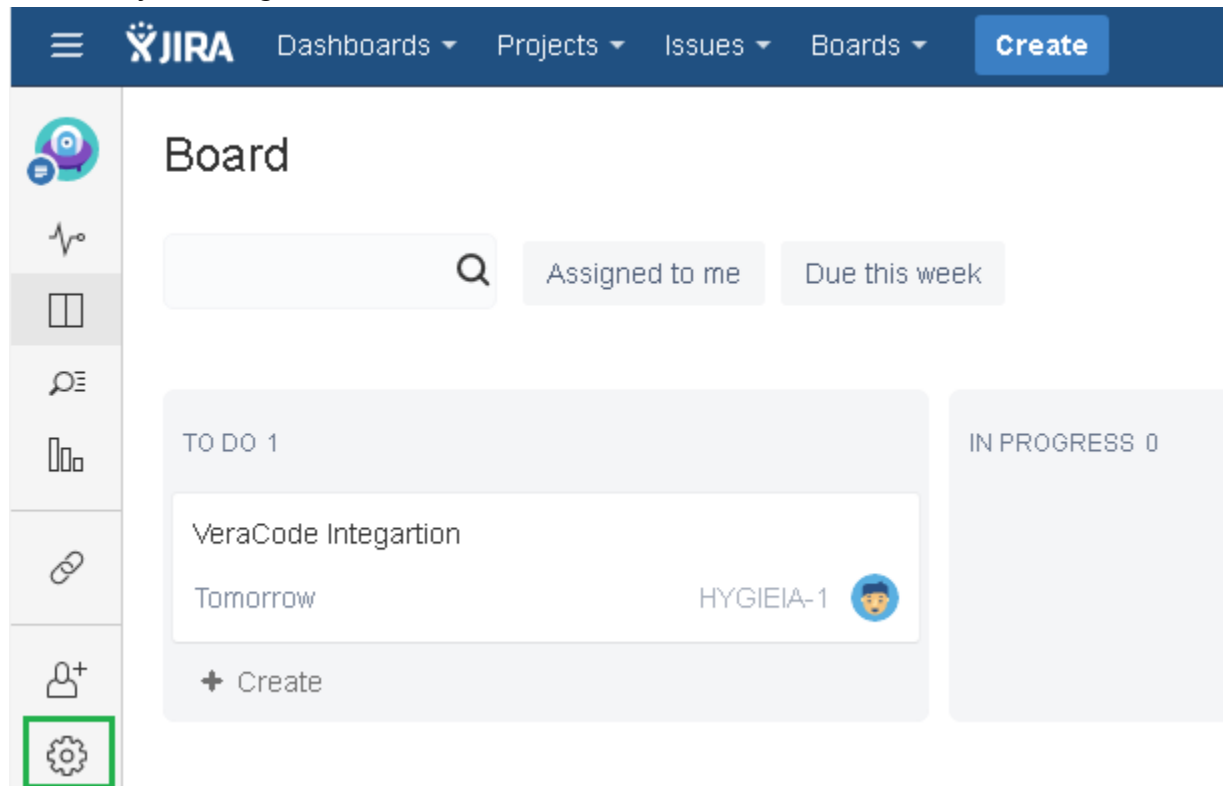
### 3.4 Creating Project Component in JIRA

Project Components are sub-item of a project. Components are used to categorize issues under the project. You can also assign a component lead to manage the component.

1. Click the projects option in the top bar and select the Project



2. Click Project Settings in the bottom left



3. In the Project Settings screen, Click **Components** in the sidebar

**Project settings**

**Details**

- Summary
- Re-index project
- Delete project
- Issue types
- Workflows
- Screens
- Fields
- Versions
- Components**

**Details**

Name:

Key:  ⓘ

URL:

Project type:  ⓘ

Project category:  ⓘ

Avatar: select image

Description:

4. In the next window, provide details like Component Name, Component Description (Optional), Default Assignee.click on Add button to save the Details

**Components**

Collectors  Collector Code changes

5. Project Component is added successfully. Project Component can be edited or deleted using **Edit** or **Delete** option under actions column.

Component	Issues	Lead	Description	Default assignee	Actions
Collectors	0 Issues	smlcodes	Collector Code changes	Component lead	<div>             ...             <div>               Edit               Delete             </div> </div>

## 4.JIRA Issue Management

In JIRA, an issue can represent any number of things. In fact, an issue in a given project may mean something that is very different in another project. For example, an issue in a normal software development project would often represent a software bug, while in a help desk project it can represent a support request.

Despite all the different objects an issue can represent, there are a number of key aspects that are common for all issues in JIRA, as follows:

- An issue must belong to a project.
- It must have a type, otherwise known as an issue type, which indicates what the issue is representing.
- It must have a summary. The summary acts like a one-line description of what the issue is about.
- It must have a status. A status indicates where along the workflow the issue is at a given time

### 4.1 JIRA issue summary

The following screenshot shows a typical example of an issue and breaks it down into more digestible sections, followed by an explanation of each of the highlighted sections in a table. This view is often called the Issue Summary or the View Issue page.

Section	Description
Project / Issue Key	It shows the project the issue belongs to. The issue key is the unique identifier of the current issue. This section acts as a breadcrumb for easy navigation.
Issue Summary	It is a brief summary of the issue.
Issue View Options	These are the various view options for the issue. The options include XML, Excel, and Word.
Issue Operations	These are the operations that users can perform on the issue, such as edit, assign, and comment. These are covered in the later sections of this chapter.
Workflow Options	These are the workflow transitions available.
Issue Details / Fields	This section lists the issue fields such as issue type and priority. Custom fields are also displayed in this section.
User Fields	This section is specific for user-type fields such as assignee and reporter.
Date Fields	This section is specific for date-type fields such as create and due date.
Vote / Watch Issue	These are the options that allow users to vote and watch an issue.
Attachments	These list all the attachments in an issue.
Comments	These list all the comments that are visible to the current user.

Demonstration Project / DEMO-1

What is an issue?

project & issue key
issue summary

share/export issue

Edit
Comment
Assign
More
Start Progress
Resolve Issue
Close Issue
Admin

Export

Details

Type: Task

Priority: Major

Affects Versions: None

Component/s: None

Labels: None

issue operations

Status: OPEN (view Workflow)

Resolution: Unresolved

Fix Version/s: None

workflow transitions

issue details

People

Assignee: Patrick Li

Reporter: Patrick Li

Votes: 0

Watchers: 1 Stop watching this issue

user fields

Dates

Created: 10/Aug/14 2:36 PM

Updated: 1 minute ago

vote/watch issue

Time Tracking

Estimated: 1w

Remaining: 3d

Logged: 2d

☒ Include sub-tasks

date fields

Development

Create branch

Description

Welcome to your first issue

An issue is an item you want to track in a specific JIRA project. You can use JIRA to track all kinds of things.

Types of issues

An issue could represent a software bug, a user story, a project task, a helpdesk ticket, or a leave request form, the list is endless!

Issue attributes

You may have noticed that an issue has some system fields such as: type, priority and status. These fields are there to help you categorise and track the progress of each issue.

Next: Changing an issue's status

Learn more about issues

Attachments

IssueTypes.png

13 KB 10/Aug/14 2:36 PM

attachments

Issue Links

relates to

DEMO-4 Editing issues

RESOLVED

Sub-Tasks

1. Keyboard shortcuts

OPEN Unassigned

sub-tasks

Activity

All

Comments

Work Log

History

Activity

Source

Reviews

Patrick Li added a comment - 07/Sep/14 9:17 PM

Please attach a screenshot of the error message to the issue.

Comment

issue comments and other activity data

20 | PAGE

## 4.2 Creating an Issue in JIRA

1.Go Dashboard, On the Top menu Click **CREATE** button to create an Issue



### System dashboard

#### Introduction



Welcome to JIRA

Not sure where to start? Check out the [JIRA 101 guide](#) and [Atlassian training course](#).

You can [customize this text](#) in the Administration section.

#### Assigned to Me


T	Key
<input checked="" type="checkbox"/>	HYGIEIA-1
<input type="checkbox"/>	SRUM-13

2.Provide following Issue Details & click Create button, it will create the issue

- Select Project
- Select an Issue Type (like bug/story/task/Epic)
- Write Summary for the Issue type
- Reporter (person who create issue)
- Select Component (Create Component)
- Write Description
- Add an attachment (Additional info about the issue type)
- Supporting information for the issue type (Optional)
- Select Version
- Set the priority of the issue type

## Create issue

⚙️ Configure fields ▾


Project\*  Hygieia Project (HYGIEIA) ▾

Issue Type\* ☒ Task ▾ ?

Summary\*

Reporter\*  smlicodes






Start typing to get a list of possible matches.

Attachment  Drop files to attach, or [browse](#)

 hygieia\_b.png 21 kB 

Due Date  


Description

Style ▾ | B | I | U | A ▾ |  |  |  |  |  ▾ | + ▾ | ≡

\*Implement Collector code for JIRA\*

- Parse JSON
- Save into MongoDB
- Call Webservice API
- Display in the Dashboard

 ?

Assignee  Ravi Babu ▾

[Assign to me](#)

Priority  Highest ▾ ?

Labels  ▾

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

Original Estimate  (eg. 3w 4d 12h) ?

The original estimate of how much work is involved in resolving this issue.

Remaining Estimate  (eg. 3w 4d 12h) ?

An estimate of how much work remains until this issue will be resolved.

☐ Create another  [Cancel](#)

3. You can find the issue details, by clicking issues on the Top menu bar

The screenshot shows the JIRA interface with the 'Issues' menu highlighted in the top bar. The left sidebar shows the 'HYGIEIA-2' issue selected. The main view displays the details for the issue 'Implement Collector code for JIRA', including its status, priority, and a list of tasks.

## 4.3 Creating an Issue type in JIRA

JIRA software has set of pre-defined Issue types to get started with. We can also create our own custom Issue types based on our project needs and add them to the Issue type scheme of the project.

1. Click **Administration Settings icon** on the top right and Select **Issues** option in the list.

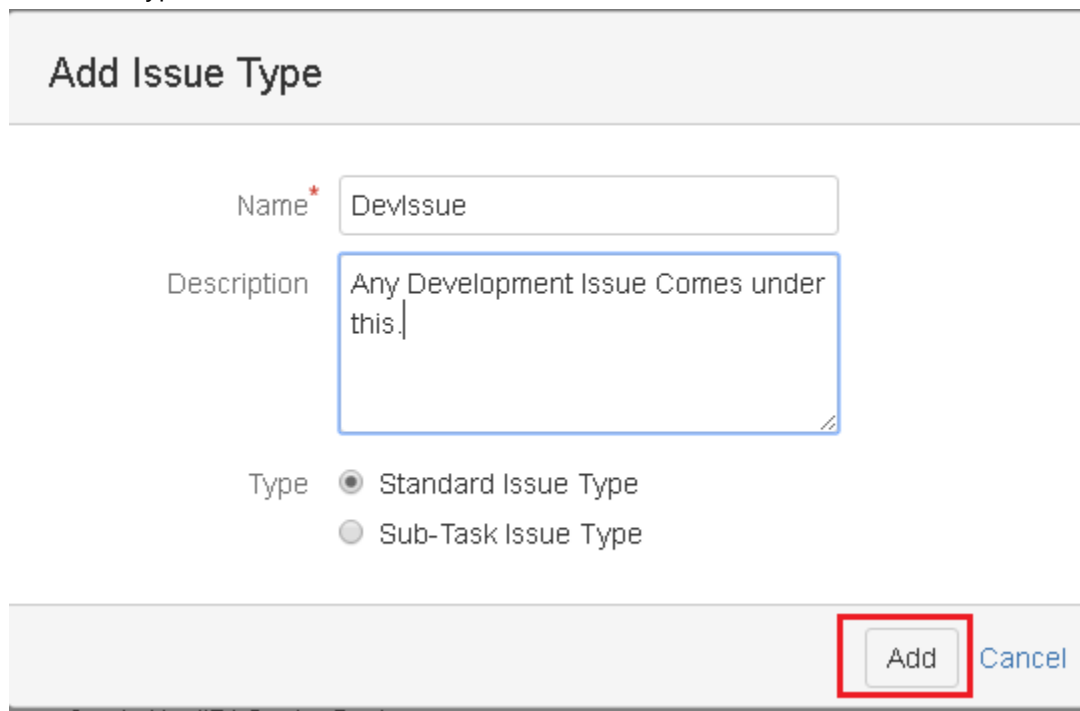
The screenshot shows the JIRA 'System dashboard' with the 'Administration Settings icon' highlighted in the top right. A dropdown menu is open, showing the 'Issues' option highlighted. The dashboard includes sections for 'Introduction', 'Assigned to Me', and 'JIRA ADMINISTRATION'.

2. In the next screen, Click **Add Issue type** in the top right.

The screenshot shows the JIRA 'Administration' page, specifically the 'Issue types' section. The 'Add issue type' button is highlighted in the top right. The page displays a table of existing issue types, including 'Bug' and 'Standard'.





Name	Type	Related Schemes	Actions
<b>Bug</b> A problem which impairs or prevents the functions of the product.	Standard	<ul style="list-style-type: none"><li>SRUM: Scrum Issue Type Scheme</li><li>SRUM: Scrum Issue Type</li></ul>	Edit Delete Translate

3.It will Opens the Pop-up window & provide details like Issue type Name, Description for the Issue type, select the Type as below.



4.By clicking button Issue type is created successfully & it will displays in the issue type list

### Issue types

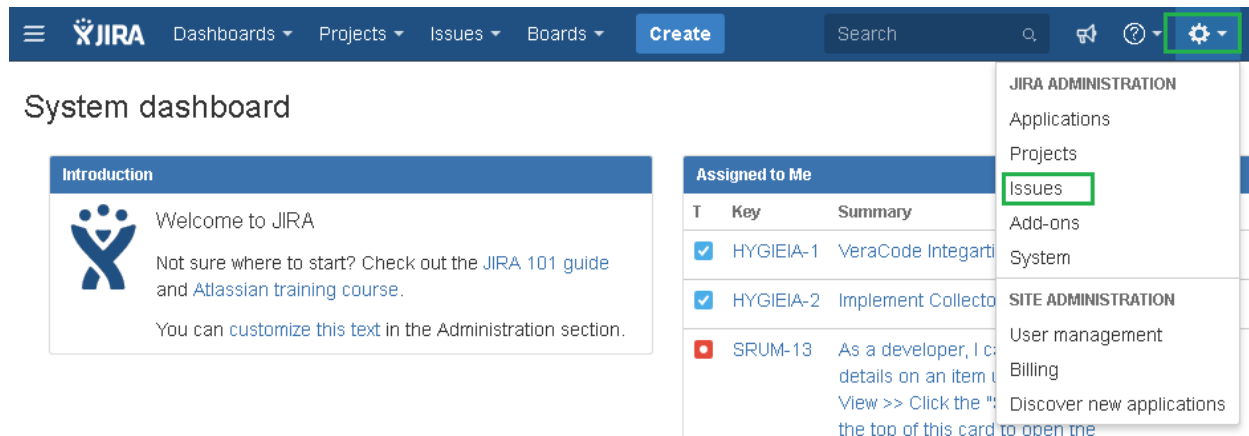
Name	Type	Related Schemes
 <b>Bug</b> A problem which impairs or prevents the functions of the product.	Standard	<ul style="list-style-type: none"><li>• <a href="#">SRUM: Scrum Issue Type Scheme</a></li><li>• <a href="#">SRUM: Scrum Issue Type Scheme (1)</a></li><li>• <a href="#">HS: Scrum Issue Type Scheme</a></li></ul>
 <b>Change</b> Created by JIRA Service Desk.	Standard	<ul style="list-style-type: none"><li>• <a href="#">HSD: JIRA Service Desk Issue Type Scheme</a></li></ul>
 <b>DevIssue</b> Any Development Issue Comes under this.	Standard	<ul style="list-style-type: none"><li>• <a href="#">Default Issue Type Scheme</a></li></ul>
 <b>Epic</b> A big user story that needs to be broken down. Created by JIRA Software - do not edit or delete.	Standard	<ul style="list-style-type: none"><li>• <a href="#">Default Issue Type Scheme</a></li><li>• <a href="#">SRUM: Scrum Issue Type Scheme (1)</a></li><li>• <a href="#">HS: Scrum Issue Type Scheme</a></li></ul>



## 4.4 Creating an Issue type scheme in JIRA

Issue type scheme controls which issue types will be available to a set of JIRA projects

1. Click Administration Settings icon and Select Issues option from the list.



The screenshot shows the JIRA System dashboard. The top navigation bar includes a hamburger menu, the JIRA logo, and links for Dashboards, Projects, Issues, Boards, and a Create button. A search bar is also present. The Administration Settings icon (a gear) is highlighted with a green box. A dropdown menu is open, showing options for JIRA ADMINISTRATION (Applications, Projects, Issues, Add-ons, System) and SITE ADMINISTRATION (User management, Billing, Discover new applications). The 'Issues' option is highlighted with a green box.

**System dashboard**

**Introduction**

Welcome to JIRA

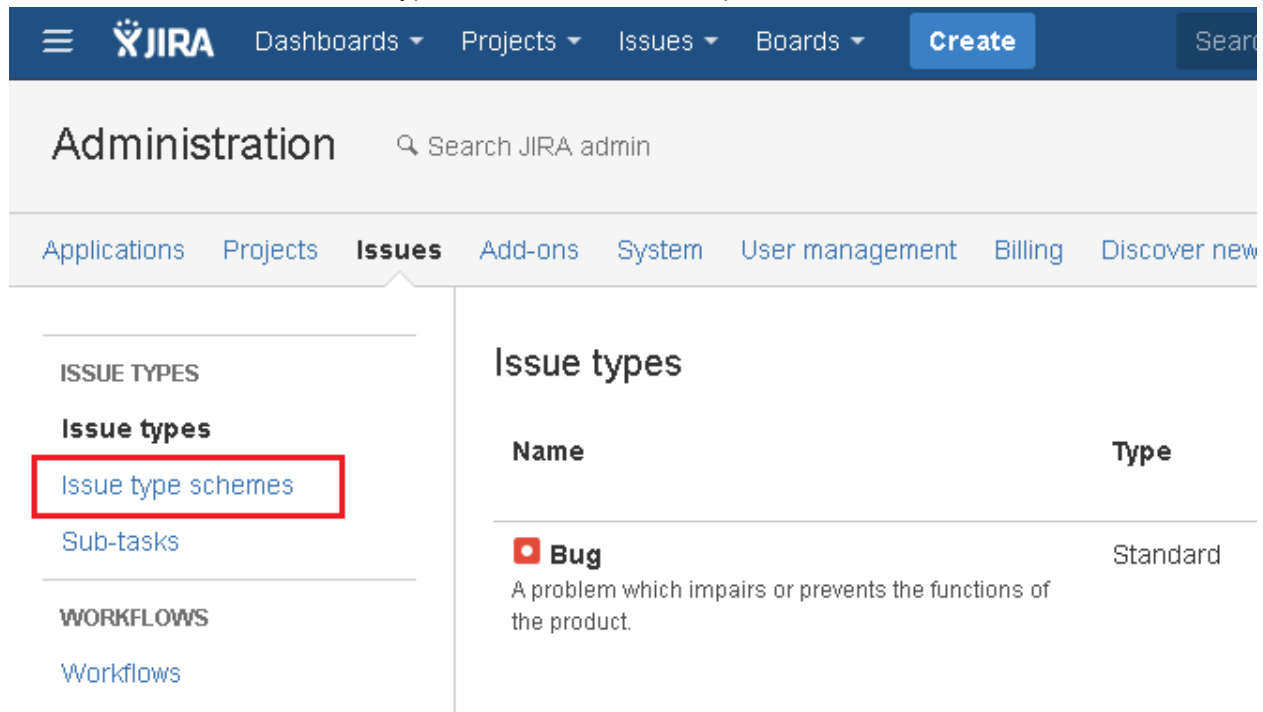
Not sure where to start? Check out the [JIRA 101 guide](#) and [Atlassian training course](#).

You can [customize this text](#) in the Administration section.

**Assigned to Me**

T	Key	Summary
<input checked="" type="checkbox"/>	HYGIEIA-1	VeraCode Integrati
<input checked="" type="checkbox"/>	HYGIEIA-2	Implement Collecto
<input type="checkbox"/>	SRUM-13	As a developer, I c details on an item View >> Click the " the top of this card to open the

2. In the next screen, Click Issue type scheme in the left side panel.



The screenshot shows the JIRA Administration page. The top navigation bar includes a hamburger menu, the JIRA logo, and links for Dashboards, Projects, Issues, Boards, and a Create button. A search bar is also present. The 'Issues' tab is selected in the left sidebar. The 'Issue type schemes' link is highlighted with a red box.

**Administration** Search JIRA admin

[Applications](#) [Projects](#) **Issues** [Add-ons](#) [System](#) [User management](#) [Billing](#) [Discover new](#)

**ISSUE TYPES**

**Issue types**

[Issue type schemes](#)

[Sub-tasks](#)

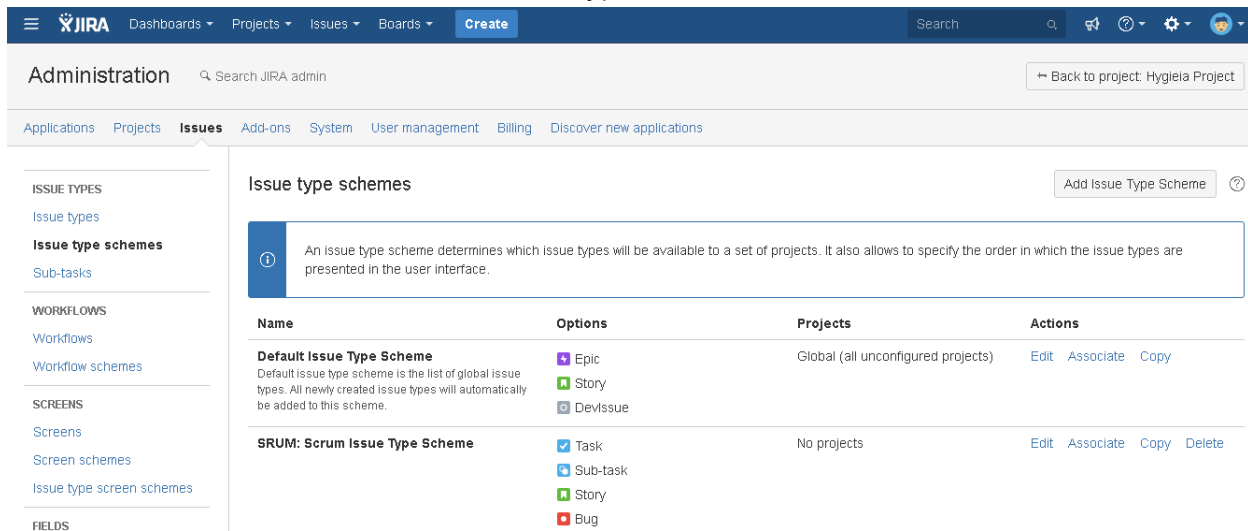
**WORKFLOWS**

[Workflows](#)

**Issue types**

Name	Type
<b>Bug</b> A problem which impairs or prevents the functions of the product.	Standard

3. In the next Screen it will show all the Issue types.



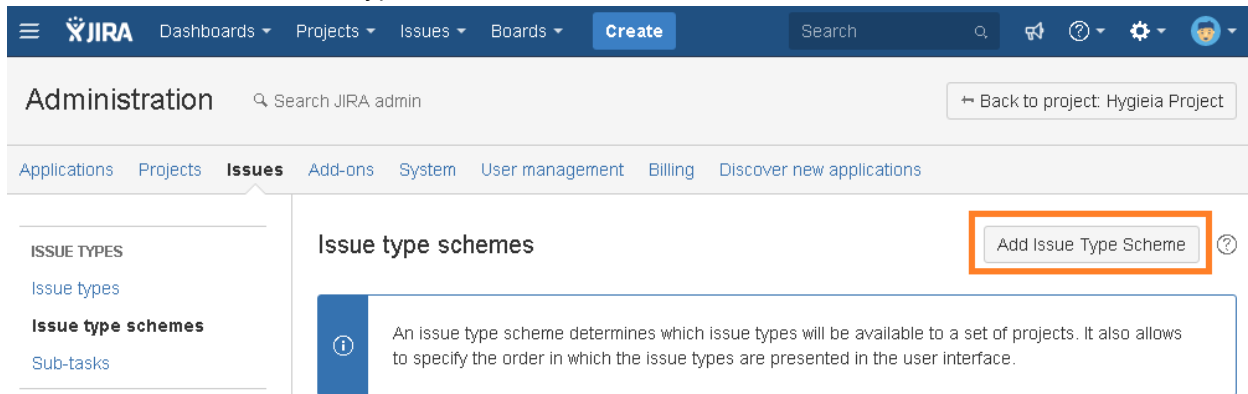
The screenshot shows the JIRA Administration interface. The top navigation bar includes 'Dashboards', 'Projects', 'Issues', 'Boards', and a 'Create' button. The 'Administration' section is active, with a search bar and a 'Back to project: Hygieia Project' link. The left sidebar lists various administration categories: ISSUE TYPES, WORKFLOWS, SCREENS, and FIELDS. Under 'ISSUE TYPES', 'Issue type schemes' is selected. The main content area is titled 'Issue type schemes' and includes an 'Add Issue Type Scheme' button. A descriptive box explains that an issue type scheme determines which issue types are available to a set of projects. Below this is a table listing existing schemes.

Name	Options	Projects	Actions
<b>Default Issue Type Scheme</b> Default issue type scheme is the list of global issue types. All newly created issue types will automatically be added to this scheme.	<ul style="list-style-type: none"><li>Epic</li><li>Story</li><li>DevIssue</li></ul>	Global (all unconfigured projects)	Edit Associate Copy
<b>SRUM: Scrum Issue Type Scheme</b>	<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Task</li><li><input checked="" type="checkbox"/> Sub-task</li><li><input checked="" type="checkbox"/> Story</li><li><input checked="" type="checkbox"/> Bug</li></ul>	No projects	Edit Associate Copy Delete

4. There are **two types of Issue type scheme** in JIRA. They are,

- I. **Default Issue type scheme** – All newly create Issue types will be listed under this scheme.
- II. **Scrum Issue type scheme** – Agile scrum projects will use this scheme.

5. Click to create a new Issue type scheme



This screenshot is identical to the previous one, but the 'Add Issue Type Scheme' button in the top right corner of the 'Issue type schemes' section is highlighted with an orange rectangle.

6. It will open below form, provide following details in that form

- Enter Scheme Name
- Enter Description
- Select Default Issue type for the scheme
- Drag & drop Issue types for scheme from available Issue types and Vice versa

Issue types order can also be re-arranged (moving up or down) according to our project needs.

**To add new Issue type to this scheme, Click Add Issue type on the top right.**

Once all the information are entered, Click **Save**

### Add Issue Type Scheme

Scheme Name\*

Description

Default Issue Type

Change the order of the options by **dragging and dropping** the option into the desired order. Similarly, **drag and drop**

**Issue Types for Current Scheme**

[Remove all](#)  

☒

Task

☐

Sub-task (sub-task)

☐

Story

☐

Hygieia Issue

**Available Issue Types**

[Add all](#)  

☐

Service Request with Approvals

☐

Problem

☐

Change

☐

Bug

☐

Incident

☐

Service Request

☐

DevIssue

☐

Epic

Save

Cancel

7.Once save, it will display in Issue type schemes list

← → ↻

Secure

https://thesmlcodes.atlassian.net/secure/admin/ManageIssueTypeSchemes!default.jspx?actionedSchemeId=10249

🔍 ☆

Permission schemes

**Scheme**  
This JIRA Service Desk Issue Type Scheme was generated automatically

☒ Service Request

☒ Sub-task

☒ Incident

☒ Problem

☒ Change

☒ Service Request with Approvals

<b>HTM: Task Management Issue Type Scheme</b>	<div><input checked="" type="checkbox"/> Task (Default) <input checked="" type="checkbox"/> Sub-task</div>	<div>• Hygieia Task Management</div>	<div>Edit Associate Copy Delete</div>
<b>HPM: Project Management Issue Type Scheme</b>	<div><input checked="" type="checkbox"/> Task (Default) <input checked="" type="checkbox"/> Sub-task</div>	<div>• HYgieia Project Management</div>	<div>Edit Associate Copy Delete</div>
<b>HPMANGE: Process Management Issue Type Scheme</b>	<div><input checked="" type="checkbox"/> Task (Default) <input checked="" type="checkbox"/> Sub-task</div>	<div>• Hygieia Process Management</div>	<div>Edit Associate Copy Delete</div>
<b>Hygieia Scheme</b> Hygieia Scheme is for Hygieia related Projects	<div><input checked="" type="checkbox"/> Task <input checked="" type="checkbox"/> Sub-task <input checked="" type="checkbox"/> Story <input checked="" type="checkbox"/> Hygieia Issue (Default)</div>	<div>No projects</div>	<div>Edit Associate Copy Delete</div>

8. To associate projects with this newly created scheme, Click **Associate** & then **Select** the project (multi-select allowed), Click Associate and follow migration s until finish to complete the association.

**Hygieia Scheme**  
Hygieia Scheme is for Hygieia related Projects

☒ Task  
☐ Sub-task  
☐ Story  
☐ Hygieia Issue (Default)

No projects

Edit **Associate** (1) Copy Delete

---

**Associate Issue Type Scheme**  
Choose the projects that you wish the scheme **Hygieia Scheme** to apply to. All selected projects will change from their current scheme to the selected scheme. Any issues with obsolete issue types will need to be migrated.  
Scheme Name Hygieia Scheme  
Description Hygieia Scheme is for Hygieia related Projects  
Projects 

Hygieia Process Management  
**Hygieia Project** (2)  
Hygieia Project Management  
Hygieia Service Desk  
Hygieia Strucm

  
Apply for all issues in any selected projects

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(3) **Associate** Cancel

## 4.5 Sharing and Exporting an Issue in JIRA

1.Go to the project dashboard by selecting the project from top menu

2.Click on the Issue you want to Share/Export

≡

JIRA

Dashboards ▾

Projects ▾

Issues ▾

Boards ▾

Create

Search

🔍

Assigned to me

Due this week

TO DO 1

VeraCode Integration

Yesterday

HYGIEIA-1

👤

+ Create

IN PROGRESS 1

Implement Collector code for JIRA

In 2 days

HYGIEIA-2

👤

DONE 0

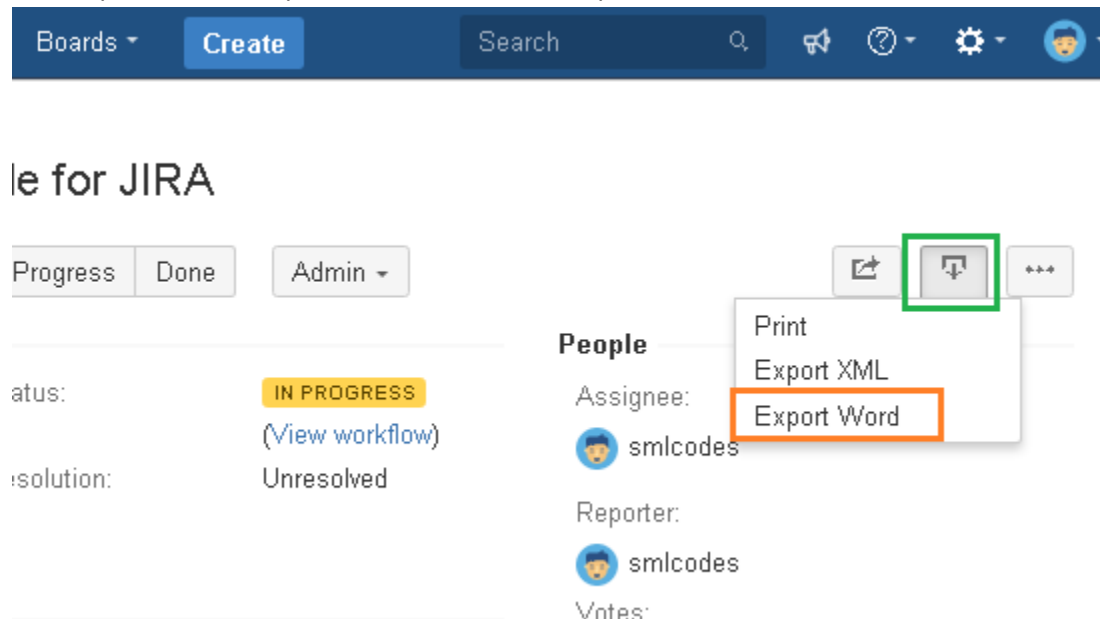
2. It will open a Pop-up window, Click on view details it will show the Issue details.

The screenshot shows the JIRA interface for an issue titled 'Implement Collector code for JIRA' under the 'Hygieia Project / HYGIEIA-2'. The issue is in the 'IN PROGRESS' status. The 'Details' section shows it is a 'Task' with 'Highest' priority, 'None' component and labels, and 'Unresolved' resolution. The 'Description' section contains a list of tasks: 'Parse JSON', 'Save into MongoDB', 'Call Webservice API', and 'Display in the Dashboard'. The 'Attachments' section is empty. On the right, the 'People' section lists the assignee 'smlcodes' and the reporter 'smlcodes'. The 'Dates' section shows the due date as '22/Apr/17' and the creation date as 'Yesterday'. At the top right, there are three buttons: 'Share Button' (highlighted with an orange box), 'Export Button' (highlighted with a green box), and a menu button (three dots).

3. Click on Share button on the top to Share the Issue with others, Provide details & Share.

The screenshot shows the 'Share Issue' pop-up window. It contains a 'Link to issue' field with the URL 'https://thesmlcodes.atlassian.net/browse/'. Below this is a 'User name or email' field with a dropdown menu showing 'Rakesh Babu'. There is a 'Note' field with the text 'Pls Check this one'. At the bottom, there are two buttons: 'Share' (highlighted with a green box) and 'Cancel'.

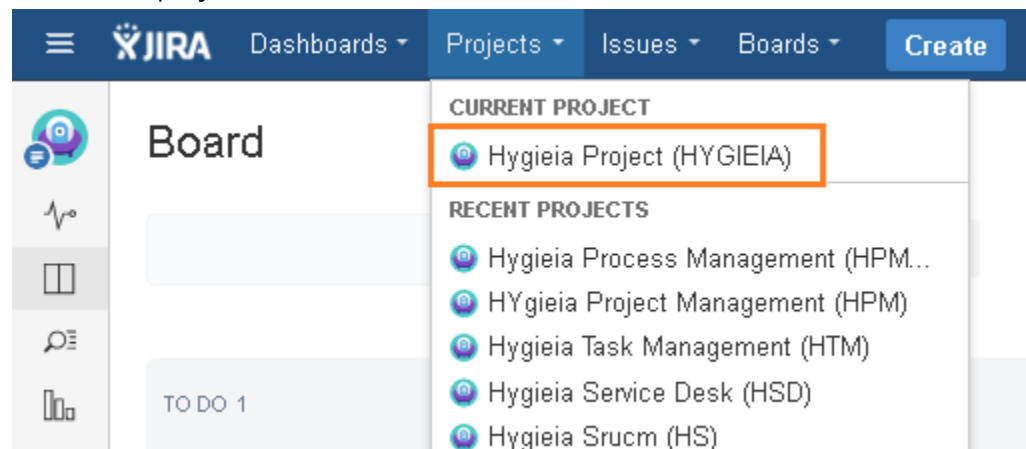
4.To export Click on Export button, choose the Export format, file name, location, and Save the file



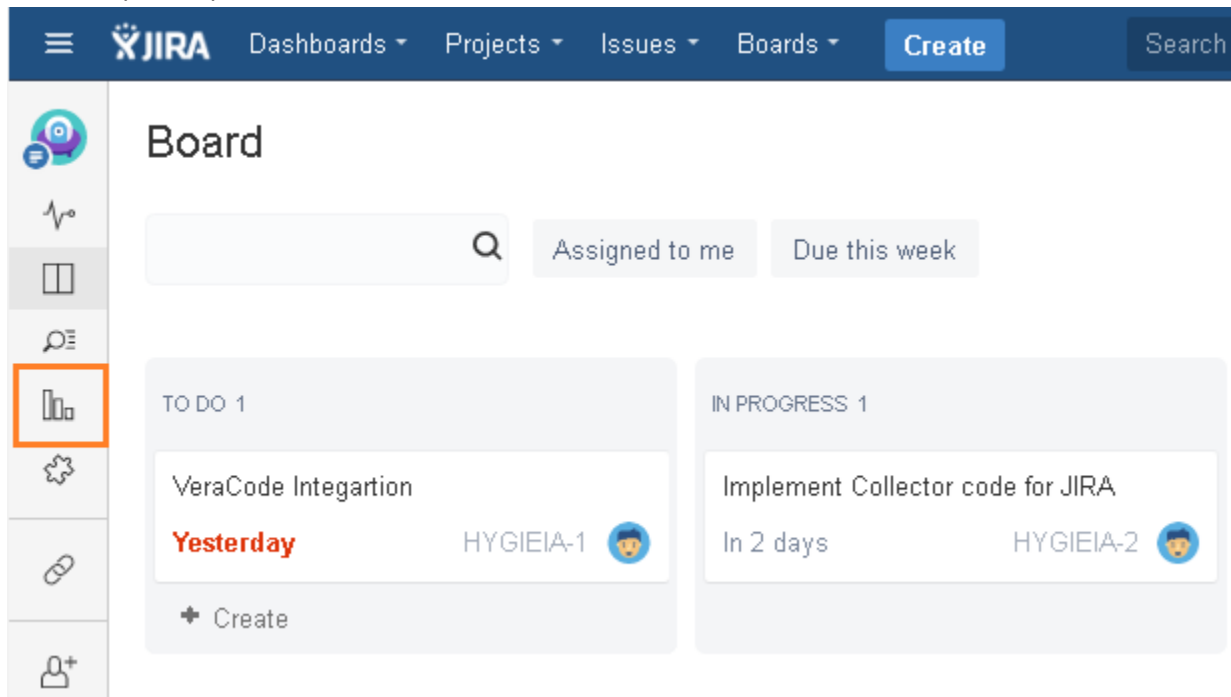
## 4.6 Generate Reports in JIRA

We can generate reports in JIRA very easily. Reports are used to track the progress of the issues effectively.

1.Select the project



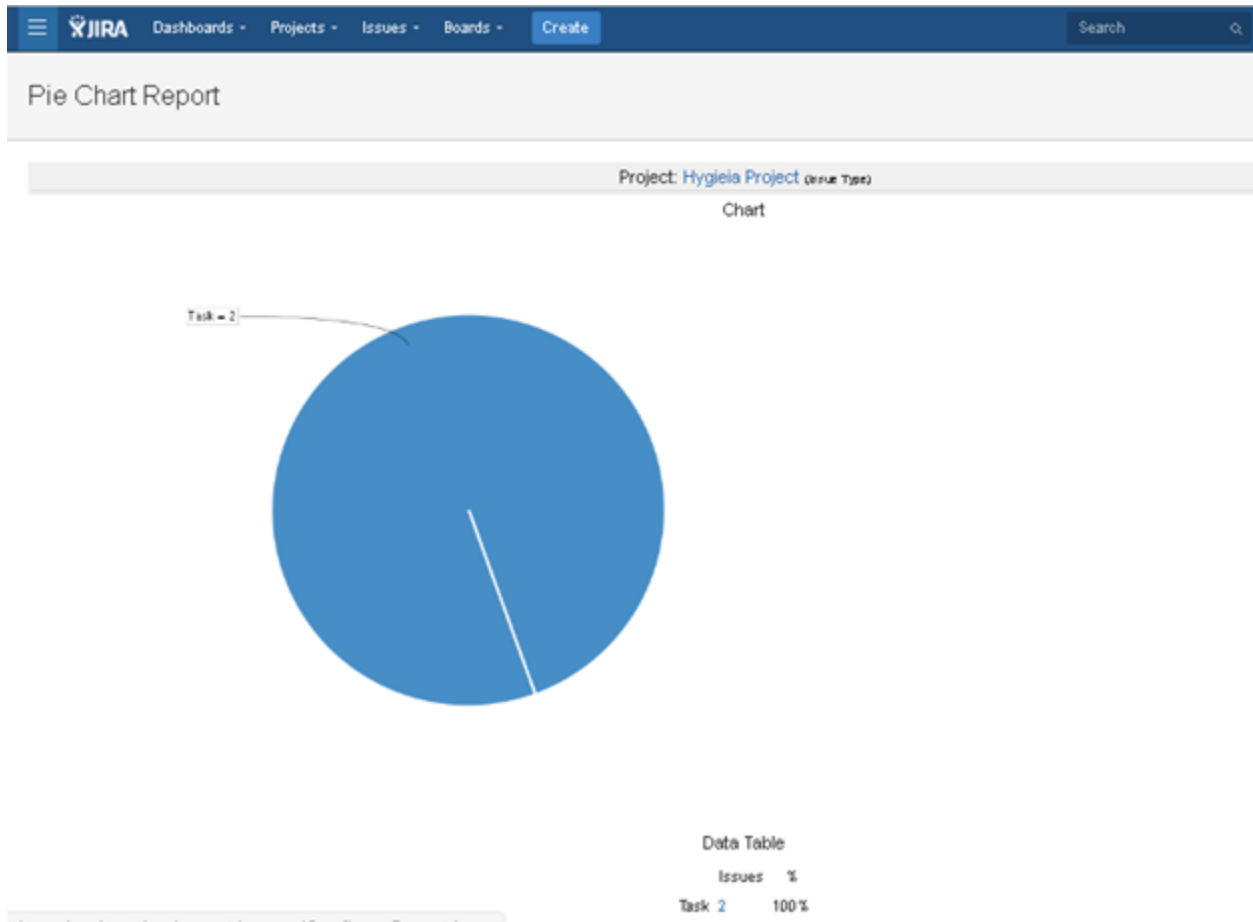
2. Click Reports option in the Left-side bar.



3. Select the report that you want to generate the report for.



4.I Selected PIE\_Chart, It will ask for Statistic type details, provide the details & Click on next





## References

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<http://www.guru99.com/jira-tutorial-a-complete-guide-for-beginners.html>

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