

Lab: Create an Issue Template in GitHub

Estimated time needed: 10 minutes

In this lab, you will create an issue template in GitHub that will help you to write well-formatted user stories in Kanban board.

Note:

- If you chose to use GitHub Projects for your Kanban board, continue using it for all the labs. Alternatively, you can use Zenhub to create a Kanban board for your labs.
- The process of creating an issue template will be the same whether we use GitHub Kanban or Zenhub Kanban, since the issue template will be created in the GitHub Repository only.

After completing this lab, you will be able to:

1. Create an issue template in GitHub that contains the information required for writing good user stories.

Exercise 1: Create an issue template in GitHub

In this exercise, you will create an issue template in GitHub. This only needs to be done once for each new repository that you create.

1. Go to [GitHub.com](#) and select the lab-agile-planning repository that you created in [Lab 1](#).

The screenshot shows a GitHub profile page for the user 'devopstudent'. The top navigation bar includes links for In Process, Tools, Dev, Blogs, Skills Network, Books, Events, Ed, Save, and Research. The main header features the GitHub logo, a search bar, and tabs for Pull requests, Issues, and Marketplace.

Annotations:

- A red box highlights the repository link [devopstudent/lab-agile-planning](#).
- A red box highlights the text "Select lab-agile-planning" with an arrow pointing to the repository link.
- A red box highlights the "Recent activity" section.
- A red box highlights the "Introduce yourself" section, which contains the following text:

Introduce yourself

Select **lab-agile-planning**

Recent activity

When you take actions across GitHub,
we'll provide links to that activity
here.

devopstudent / README.md

1 - 🙌 Hi, I'm @devopstudent
2 - 🕵️ I'm interested in ...
3 - 🌱 I'm currently learning
4 - ❤️ I'm looking to collabor
5 - 💬 How to reach me ...

6

Discover interesting people to connect with

2. From the repository page, select **Settings**.

A screenshot of a web browser window showing a GitHub repository page. The browser's top bar includes standard OS X window controls (red, yellow, green), a tab labeled 'about:blank', and a GitHub logo in the top right corner.

The GitHub page header features a navigation bar with links: In Process, Tools, Dev, Blogs, Skills Network, Books, Events, Ed, Save, and Research. Below this is a dark header bar with the GitHub logo, a search bar containing 'Search or jump to...', and navigation links for Pull requests, Issues, and Marketplace.

The main content area displays the repository details for **devopstudent / lab-agile-planning**. It shows tabs for Code (selected), Issues, Pull requests, Actions, and Projects. Below these are status indicators: master branch selected, 1 branch, 0 tags, and a 'Go to file' button.

The repository listing shows one commit:

- devopstudent Initial commit** (61 files)
- README.md** Initial commit

README.md

lab-agile-planning

This repository contains the lab for agile planning

3. Scroll down to the **Features** section and select **Set up templates**.

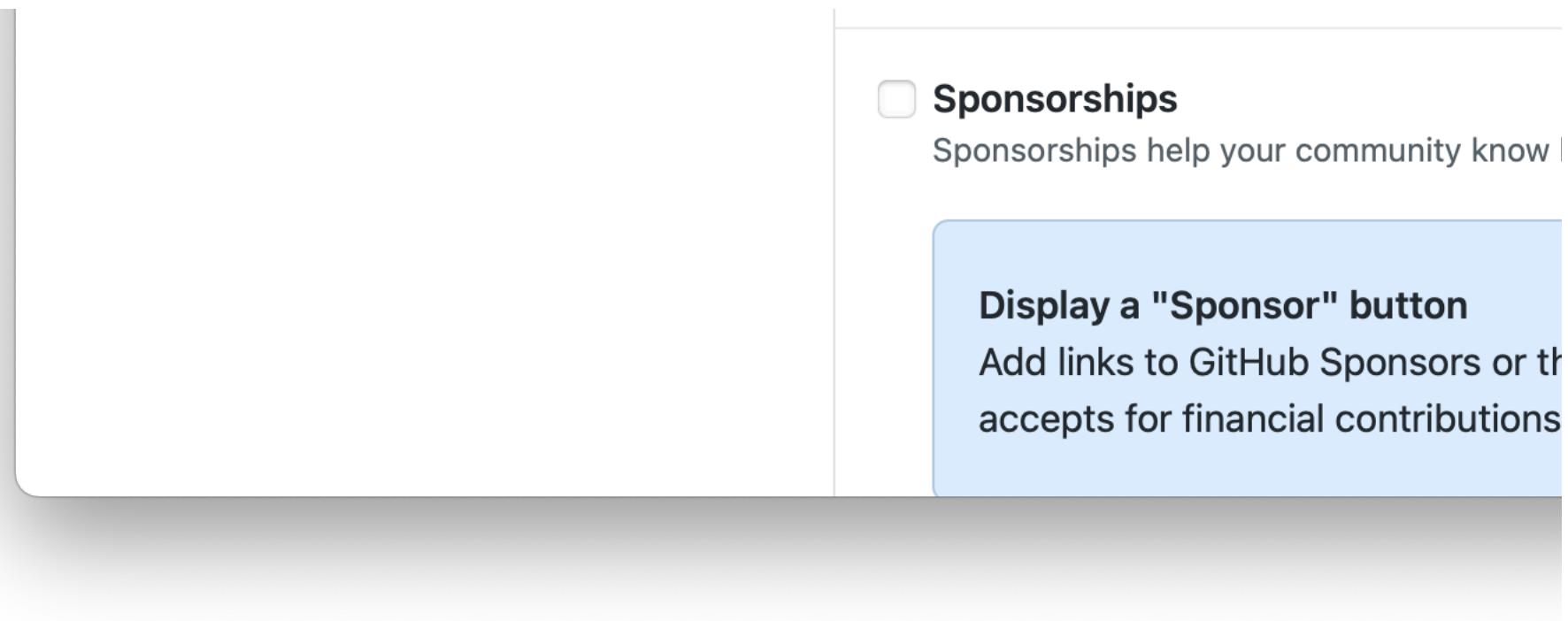
The screenshot shows a web browser window with the GitHub logo in the top right corner. The address bar also displays the GitHub URL. The main content area is titled "Features". It lists several features with blue checkmark icons:

- Wikis**
- Restrict editing to collaborators only**

Public wikis will still be readable by everyone.
- Issues**

Issues integrate lightweight task tracking and let you reference them in commit messages.

A call-to-action box at the bottom right encourages users to "Get organized with issue templates" and "Give contributors issue templates so they can push your project forward".



4. From the dropdown list labeled **Add template** (1), select **Custom template** (2).

The screenshot shows a GitHub repository page. At the top, there are window control buttons (red, yellow, green), a tab bar with 'In Process', 'Tools', 'Dev', 'Blogs', 'Skills Network', 'Books', 'Events', 'Ed', 'Save', and 'Research' dropdowns, and a shield icon. The URL 'github.com' is visible. Below the header is a dark navigation bar with the GitHub logo, a search bar containing 'Search or jump to...', and tabs for 'Pull requests', 'Issues', and 'Marketplace'. The main title 'devopstudent / lab-agile-planning' is displayed in blue. Below the title is a navigation bar with links for 'Code', 'Issues', 'Pull requests', 'Actions', and 'Projects'. A large red button in the bottom right corner contains the number '1' and the text 'Add template'.

In Process Tools Dev Blogs Skills Network Books Events Ed Save Research

Search or jump to... / Pull requests Issues Marketplace

devopstudent / **lab-agile-planning**

<> Code Issues Pull requests Actions Projects

1 Add template

Bug report
Standard bug re

Feature request
Standard feature

Custom template
Blank template 1

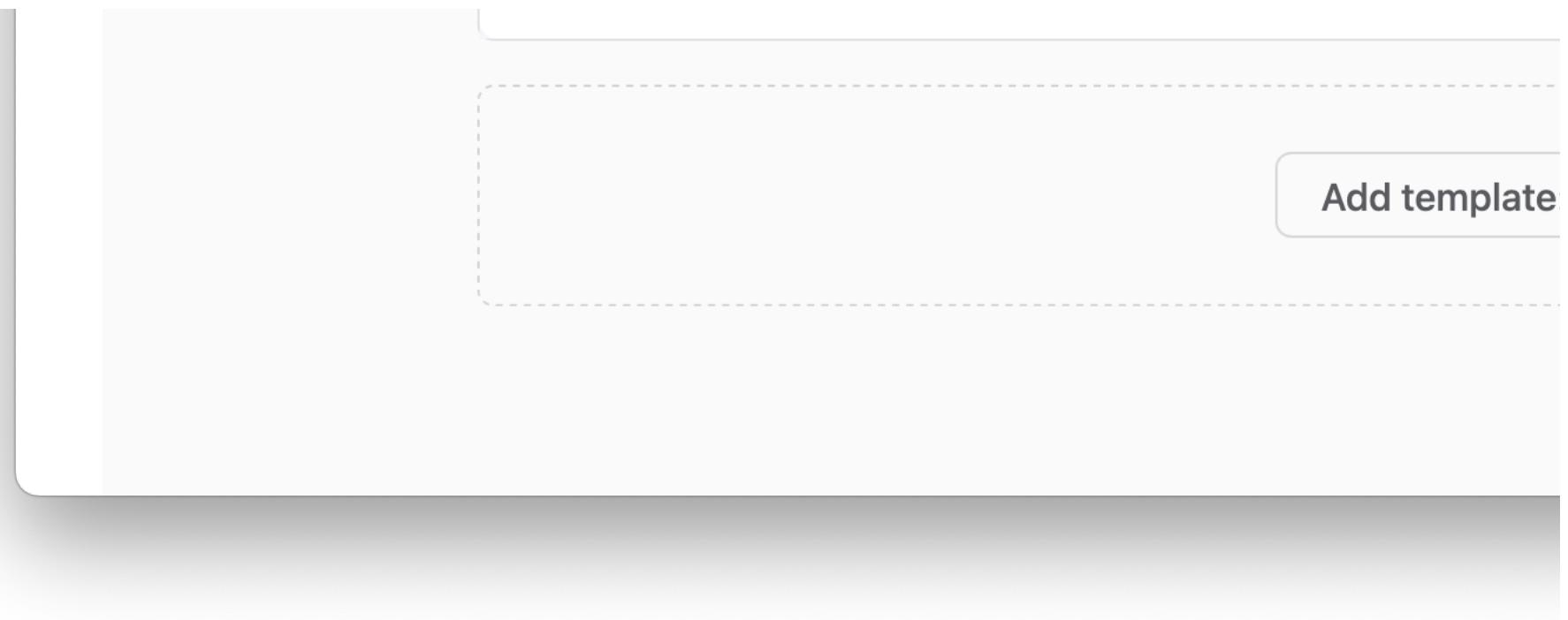
2

5. Next to the **Custom issue template** entry, press the **Preview and edit** button.

The screenshot shows a GitHub repository page for the user 'devopstudent' named 'lab-agile-planning'. The page includes a navigation bar with links for In Process, Tools, Dev, Blogs, Skills Network, Books, Events, Ed, Save, and Research. Below the navigation bar is a search bar with the placeholder 'Search or jump to...'. To the right of the search bar are buttons for Pull requests, Issues, and Marketplace. The main content area displays the repository name 'devopstudent / lab-agile-planning'. Below the repository name are tabs for Code, Issues (selected), Pull requests, Actions, and Projects. A red box highlights the text 'Press the Preview a' in the middle of the page. At the bottom, there is a section titled 'Custom issue template' with the sub-instruction 'Describe this issue template's purpose here.'

Press the Preview a

Custom issue template
Describe this issue template's purpose here.



6. Select the **pencil** icon to edit the template.

The screenshot shows a web browser window with a custom issue template editor. The browser's top bar includes standard icons for window control, navigation, and a GitHub tab. The main menu bar has items like In Process, Tools, Dev, Blogs, Skills Network, Books, Events, Ed, Save, and Research. The main content area is titled "Custom issue template" and contains a placeholder text "Describe this issue template's purpose here." Below this is a larger section titled "Issue: Custom issue template" with its own placeholder text "Describe this issue template's purpose here." A red box highlights the edit icon (pencil) next to the second title. The content area also includes sections for "No template content.", "Optional additional items", "Issue default title:", and "Assignees:".

Custom issue template

Describe this issue template's purpose here.

Issue: Custom issue template

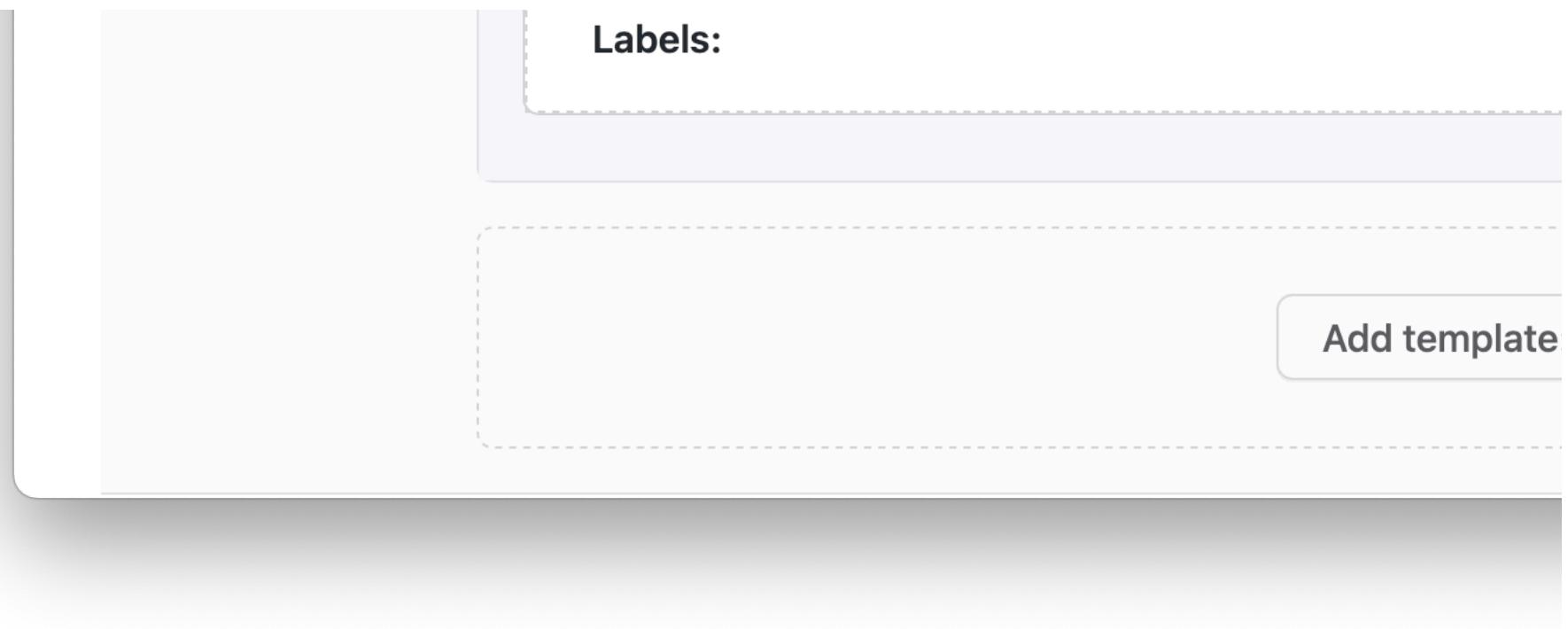
Describe this issue template's purpose here.

No template content.

Optional additional items

Issue default title:

Assignees:



7. Copy the following markdown for the story template content:

```
**As a** [role]
**I need** [function]
**So that** [benefit]

### Details and Assumptions
* [document what you know]

### Acceptance Criteria

```gherkin
Given [some context]
When [certain action is taken]
Then [the outcome of action is observed]
```

```

8. Edit the **Template name** to be `User Story`, give it an appropriate **description**, and paste the contents of the above markdown into the **Template content**.

The screenshot shows a web browser window with the address bar displaying "github.". The page content is a template for creating user stories.

User Story
This template is for creating user stories

Template name
User Story

About
This template is for creating user stories

Template content

```
**As a** [role]  
**I need** [function]
```

****So that** [benefit]**

Details and Assumptions:

* [document what you know]

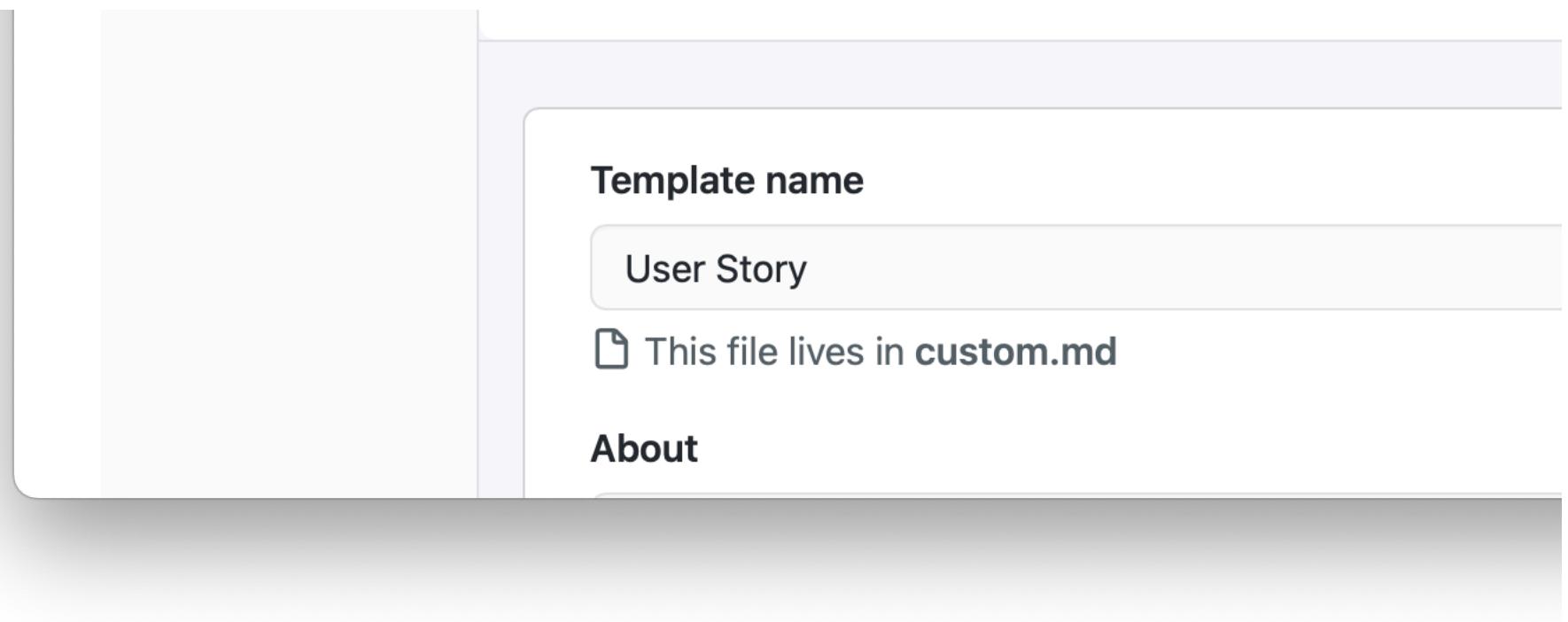
Acceptance Criteria:

9. Scroll to the top of the page and press the **Propose changes** button.

The screenshot shows a GitHub repository page for 'devopstudent/lab-agile-planning'. The page includes a navigation bar with links like In Process, Tools, Dev, Blogs, Skills Network, Books, Events, Ed, Save, and Research. Below the navigation bar is a search bar with the placeholder 'Search or jump to...'. To the right of the search bar are buttons for Pull requests, Issues, and Marketplace. The main title of the repository is 'devopstudent / lab-agile-planning'. Below the title are navigation links for Code, Issues, Pull requests, Actions, and Projects. A red rectangular box highlights the word 'Press the' in red text on the right side of the page. At the bottom, there is a callout box with the heading 'User Story' and the subtext 'This template is for creating user stories'.

Press the

User Story
This template is for creating user stories



10. Press the **Commit changes** button to commit the change to your repository.

A screenshot of a web browser window titled "about:blank". The browser interface includes standard OS X-style window controls (red, yellow, green buttons, close, minimize, maximize), a shield icon, and a GitHub logo in the top right. The menu bar contains "In Process", "Tools", "Dev", "Blogs", "Skills Network", "Books", "Events", "Ed", "Save", and "Research". The main content area displays a "User Story" template card. The card has a title "User Story", a subtitle "This template is for creating user stories", and a "Preview and edit" button. Below the card is a dashed-line placeholder area with the text "Add template: select ▾".

User Story

This template is for creating user stories

Preview and edit

Add template: select ▾

Press Commit changes

11. You should now have a new folder in your repository called `.github/ISSUE_TEMPLATES`, which will contain your new user story template.

The screenshot shows a GitHub repository page for 'devopstudent / lab-agile-planning'. At the top, there's a navigation bar with icons for file operations (red, yellow, green), a shield icon, and a GitHub URL. Below the bar are dropdown menus for 'In Process', 'Tools', 'Dev', 'Blogs', 'Skills Network', 'Books', 'Events', 'Ed', 'Save', and 'Research'. A search bar with placeholder text 'Search or jump to...' and a '/' button is positioned next to the navigation bar. To the right of the search bar are links for 'Pull requests', 'Issues', and 'Marketplace'. A message 'Updated issue templates for this repository' is displayed above the main content area. The main content area shows the repository name 'devopstudent / lab-agile-planning'. Below the name are navigation tabs: 'Code' (selected, indicated by an orange underline), 'Issues', 'Pull requests', 'Actions', and 'Projects'. Underneath these tabs, there are buttons for 'master' (with a dropdown arrow), '1 branch', '0 tags', and a 'Go to file' button. At the bottom, a blue box contains a message from 'devopstudent' about updating issue templates, followed by a red callout box containing the text 'You should now ha'.

Updated issue templates for this repository

devopstudent / lab-agile-planning

<> Code Issues Pull requests Actions Projects

master ▾ 1 branch 0 tags Go to file

devopstudent Update issue templates

You should now ha

 .github/ISSUE_TEMPLATE 

 README.md  Update issue templates

 README.md  Initial commit

lab-agile-planning

Summary

You now have an issue template that you can use for all of your GitHub repositories that you need to write stories for to use in the Kanban board. When we create issues in future labs, this template will guide you through what information is needed to create your user story.

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