SprintPredict

System - User Guide

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Introduction

Welcome to the Sprint Optimization System! This platform helps Agile teams plan, optimize, and execute sprints using AI-powered recommendations, advanced analytics, and seamless integrations with tools like JIRA.

System Overview

- Automated Sprint Planning: Generate optimal sprint plans based on team capacity, skills, and priorities.
- Workload Balancing: Ensure fair and efficient task distribution.
- Dependency & Skill Management: Respect task dependencies and match tasks to the right skills.
- Analytics & Insights: Visualize velocity, burndown, and completion rates.
- AI Chatbot: Get instant answers, risk assessments, and plan suggestions.

Getting Started

Prerequisites

- Access credentials (provided by your admin)
- Modern web browser (Chrome, Firefox, Safari, Edge)
- (Optional) JIRA credentials for integration

Logging In

1. Open your browser and go to your team's Sprint Optimization System URL.
1. Enter your username and password.
1. (First time?) Set up your profile and connect JIRA if prompted.

Main Features

Dashboard

- View current sprint status, team metrics, and quick links.

Sprint Planning

- Create new sprints, set dates, and generate plans.
- Review and approve AI-generated sprint plans.

Product Backlog

- View, search, and filter backlog items.
- Sync with JIRA for the latest tasks.

Team Management

- View team members, skills, and capacity.
- Update availability and planned leaves.

Analytics

- Track sprint history, velocity, and burndown charts.
- Export reports for retrospectives.

Step-by-Step Usage

1. Create a New Sprint

- Go to New Sprint Plan.
- Enter sprint name, start date, and duration.
- Click Generate Sprint Plan.

2. Review the Plan

- See selected tasks, assignments, and daily schedules.
- Check workload distribution and risk assessment.

3. Approve & Start Sprint

- Click Approve Plan to finalize.
- Export plan to JIRA or share with your team.

4. Monitor Progress

- Use the dashboard and analytics to track progress.
- Adjust plans as needed (e.g., if team capacity changes).

5. Sync with JIRA

- Click Sync from JIRA in the Product Backlog.
- Ensure all tasks and statuses are up to date.

AI Assistant (Chatbot)

- Access the chatbot from the dashboard or planning page.
- Example commands:
  - “Show me the current plan.”
  - “What’s the risk level?”
  - “Suggest improvements.”
  - “Explain the workload distribution.”
- The chatbot can also answer questions about sprint metrics and planning best practices.

Best Practices

- Keep team capacity and skills updated.
- Regularly sync with JIRA for the latest backlog.
- Use analytics to inform retrospectives and future planning.
- Leverage the AI assistant for quick insights and suggestions.

Troubleshooting & Support

Common Issues

- Plan generation fails: Check team capacity and backlog data.
- JIRA sync errors: Verify JIRA credentials and permissions.
- Display issues: Refresh the browser or clear cache.