TEAM MACROSOFT USER MANUAL

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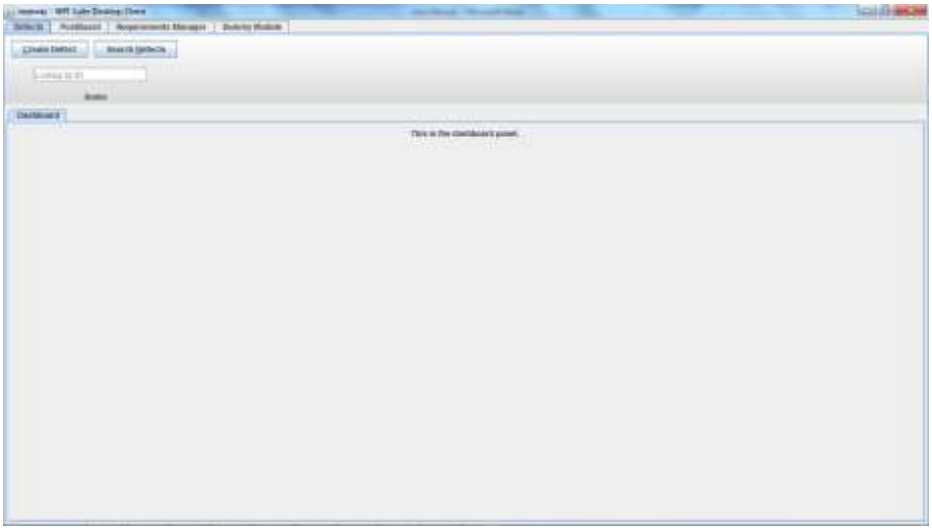
Overview

Setting Up Your Development Environment

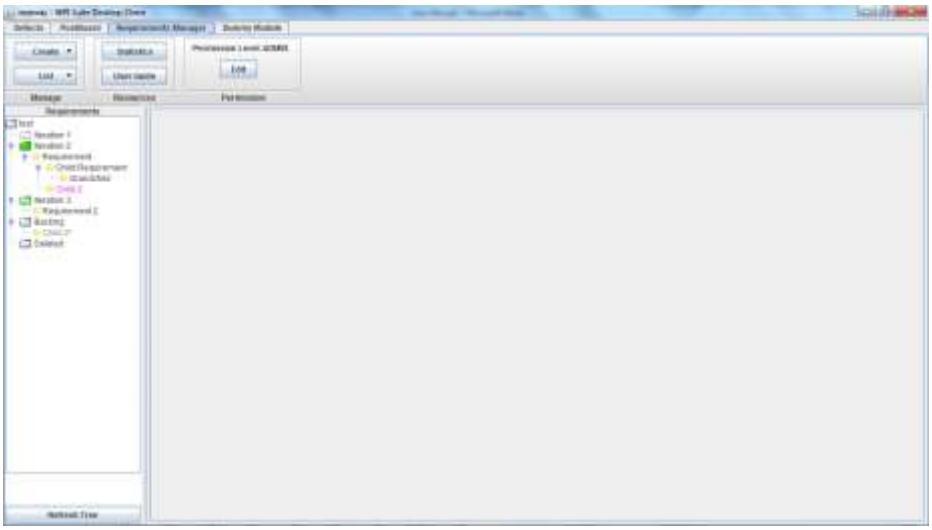
Running WPI Suite TNG Locally

Now that you have logged into Janeway, this is the screen that you should see:



To get to the requirements manager, click on the third tab titled “Requirements Manager”.

Now that you are in the requirements manager, you should see the following screen:



User Interface

Top Toolbar

Create Button: Opens a create requirement tab by default. If the drop down arrow is used, requirement or iteration will appear. Whichever is chosen opens in a new tab.

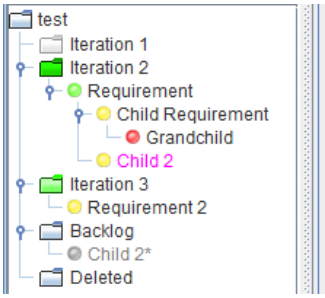
List Button: Opens a requirement list view by default. If the drop down arrow is used, requirement or iteration will appear. Whichever is chosen opens in a new tab.

Statistics Button: Opens up statistics view.

User Guide Button: Opens the user manual pdf file on the server.

Edit Button: Opens up the editing user permissions view.

Tree View



Components

Project Folder: The top folder that is shown in the tree view is the project name. The project is created in the admin console and is specified when logging into Janeway.

Iteration Folders: The iterations folders are all of the iterations that have been created. The backlog and deleted are created by default. Double clicking on these folders will open the edit view. The color of iterations, other than the backlog and deleted, shows whether it is in the past, present, or future. Light green means the iteration is in the past, a bright green means that the iteration is currently in progress, and a dark green means that the iteration is in the future. The iterations are in order from earliest to latest start date.

Requirements: Each requirement has a priority, low, medium, high, or no priority. Low priority requirements have a green icon next to their names, medium priority requirements have yellow icons next to their names, high priority requirements have red icons next to their names, and no priority icons have a white icon next to their names. A medium priority is given to requirement by default.

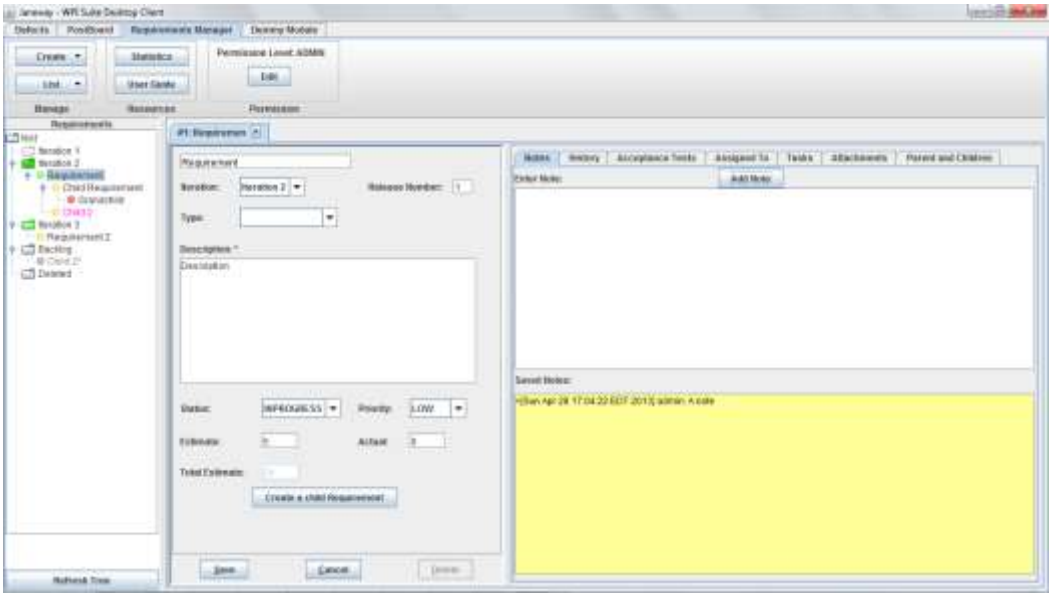
Child Requirements: Requirements can have child requirements, and even child requirements can have child requirements. This is shown hierarchically beneath each requirement. Since child requirements and requirements can be in different iterations, if a requirement or child requirement has sub requirements that are not in the same iteration, the name of the child requirement(s) will appear in a purple color. If a child requirement has a parent that is in a different iteration, the child requirement will have an asterisk at the end of its name to show that it is a child requirement.

How to Interact with the Tree View

Double click: Double clicking on any requirement or iteration will open up the edit view for that particular requirement or iteration.

Drag and Drop: Dragging and dropping in the tree is enabled, however some restrictions to help the user are put in place. Therefore, if the user is not able to drag and drop the requirement, a status will appear in the white box in the bottom of the tree to show the problem. Also, dragging and dropping to the deleted folder in the tree is completely disabled. The user is also able to hold down the ctrl key and click multiple requirements at a time to move. Drag and drop is disabled for none users.

Requirements



Main Fields

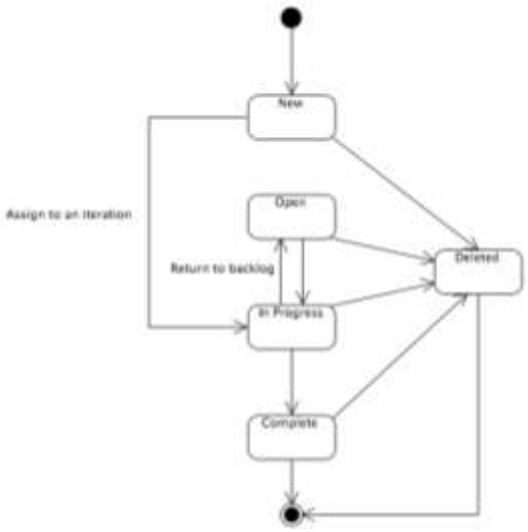
Name: The name of the requirement. This is a required field in order to create a requirement, and it must not be over 100 characters long.

Release Number: The release number of the requirement. Not a required field.

Type: The type of the requirement, including epic, theme, user story, non functional and scenario. Not a required field.

Iteration: The iteration of the requirement. Set to backlog by default. An estimate must be given for this field to be enabled.

Description: The description of the requirement. This is a required field.



Status: The status of the requirement. The status can be set to open, new, in progress, complete, or deleted. Deleted should be able to go back to Open and go to the Backlog. Completed should be able to go back to open and go to the backlog. Not a required field.

Estimate: The estimate of the requirement. Not a required field. This is required in order to move a requirement out of the backlog.

Total Estimate: The total estimate of the requirement and its sub requirements. This field only appears if a requirement has child requirements.

Actual Effort: The actual effort of the requirement. Not a required field.

Priority: The priority of the requirement. Not a required field. Can be no priority, high, medium, or low.

Notes

A note can be added by typing anything in the enter note box and clicking add note. The note will then appear under saved notes with the day and time it was created and the name of the creator.

History

A history of all the changes made to the requirement. The day and time are shown, as well as who made the changes. The original and changed values are included.

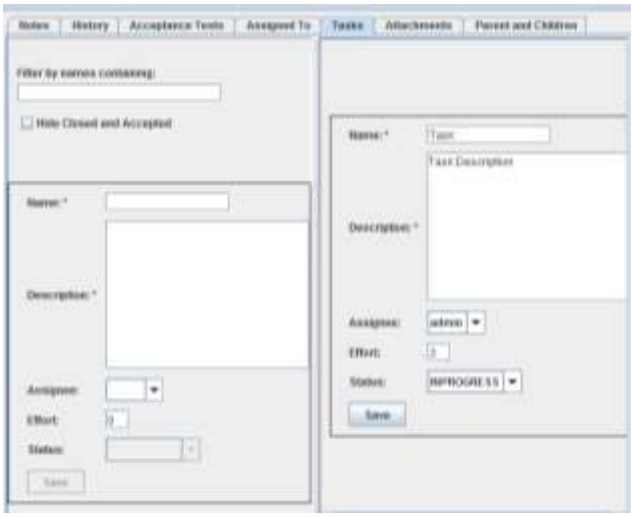
Acceptance Tests

An acceptance test can be created by entering in a name and a description. Whether the test passed or failed can also be included. Clicking save will save this acceptance test and it will show up under the existing tests. To edit an acceptance test, just double click on it and it will show back up in the area in which it was created. The name will be not be editable however.

Assigned To

Assigned to shows the users in the project and if they are assigned to the current requirement. By clicking on a user, the user can be added or removed. To add or remove multiple users at once, just hold down the ctrl key and click on as many users as you want.

Tasks



A task has a name and description that are required. The other fields that can be included are assignee effort and status. To add the task, simply click save and it will show up with the existing tasks. To edit a task, double click on it and it will show up in the same area in which it was created. There is a check box that can also be used to hide closed and accepted tasks, so that the user only sees the tasks that still need to be completed. The tasks can also be filtered by name, which is case sensitive.

Attachments

Files can be uploaded by clicking the choose button and picking one from your file system. Clicking the upload button uploads the file and then it will show up in the existing requirements. The existing attachments can be opened as well.

Parent and Children

The name and id of any parent and child requirements that a requirement has are shown here.

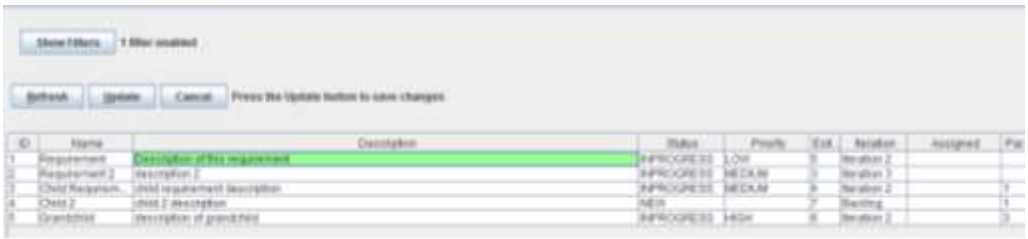
Requirements Table

The requirements table lists the id, name, description, status, priority, estimate, iteration, assigned to, and parent id.

Sorting

The table can be sorted by clicking on the headings of the column of the table.

Editing

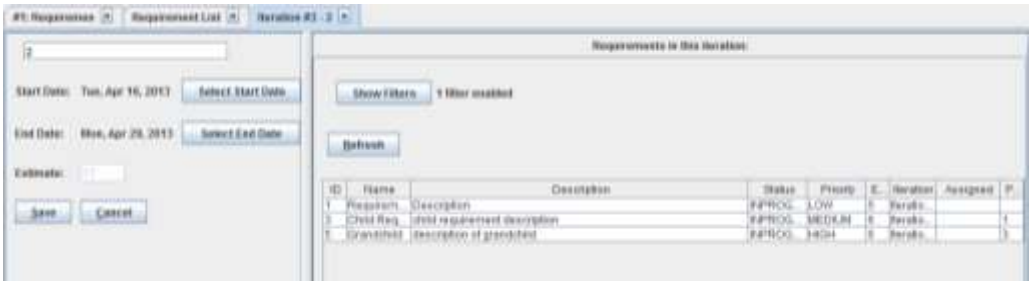


The table is editable by double clicking on the field and changing its value. To save these changes, the update button must be pressed. If you do not wish to save these changes, then the cancel button will undo them. The table also checks that the changes you are making are valid. If not, the cell will turn red, if it is, the cell will turn green. Update and none users are not able to edit the table.

Filters

The table can be filtered by clicking the show filters button and adding a filter. The filters can be enabled, disabled or removed by checking off which filters you wish to change in this way. The filters can be hidden again by clicking the hide filters button.

Iteration



Main Fields

Name: The name of the iteration. This is a required field.

Start Date: The start date of the iteration. This is a required field. The start date cannot overlap with another iteration that already exists.

End Date: The end date of the iteration. This is a required field. The end date cannot overlap with another iteration that already exists. The end date cannot be before the start date.

Estimate: The estimate of all of the requirements in the iteration.

List of Requirements in the Iteration

A table showing all of the requirements in the iteration is shown. The requirements can be opened from this table. The requirements can be sorted and filtered the same way as in the requirement table.

Iteration Table

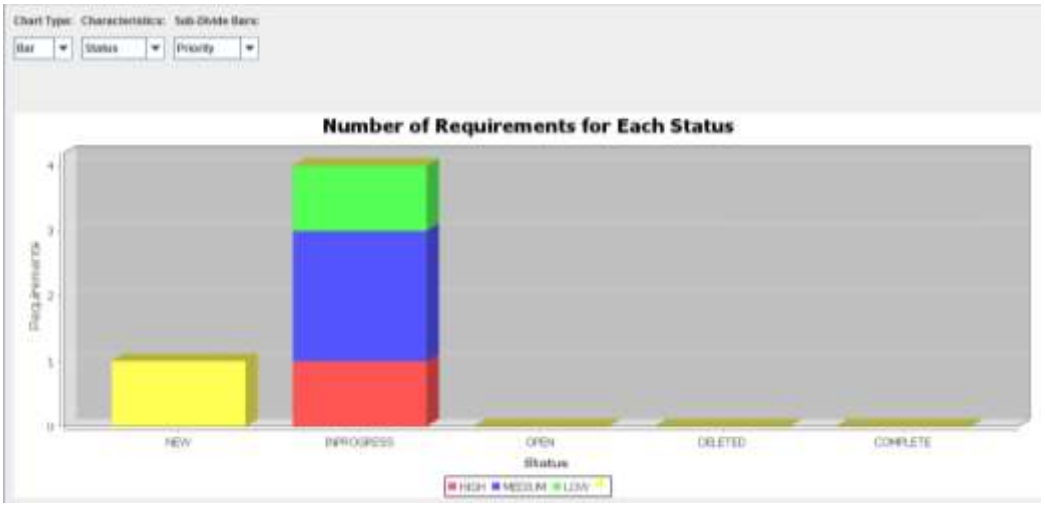
The iteration table lists the id, name, start date and end date.

Sorting

The table can be sorted by clicking on the headings of the column of the table.

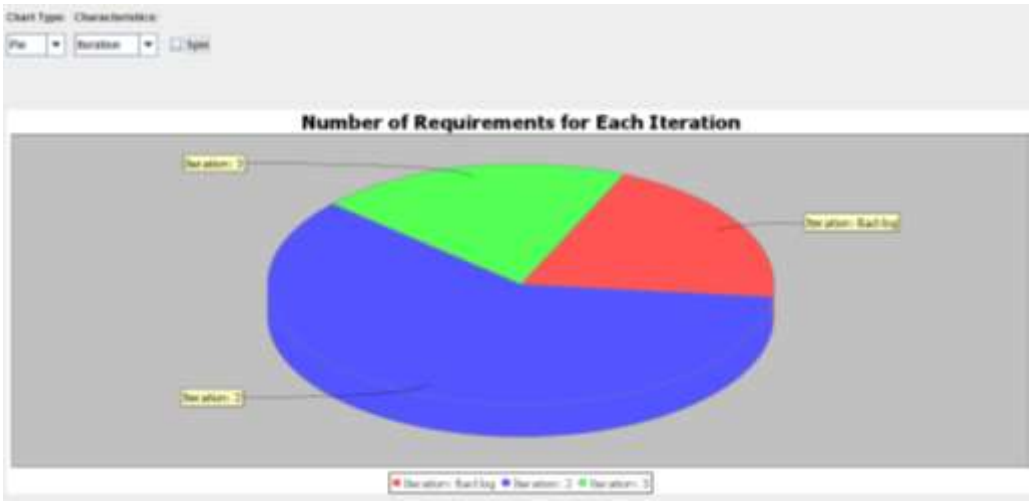
Statistics

Bar Chart



The bar chart shows all of the requirements with different characteristics and possible side bars. The possible characteristics include: status, iteration, and assignee. The possible side bars include: priority and type.

Pie Chart



The pie chart shows all of the requirements with different characteristics. The possible characteristic include: status, iteration, and assignee. The pie chart can spin if the checkbox is checked.

User Permissions

The possible user permissions that a user can have include admin, update, and none. To have different user permissions, you must log into Janeway with the user. This is described here: **Running WPI Suite TNG Locally**

Admin

An admin user has access to everything in the requirements manager and can update anything, including the user permissions of other users.

Update

An update user has access to update everything that that user is assigned to, but cannot change the user permissions of other users. An update user can drag and drop, but cannot edit requirements in the requirements table.

None

A none user can view everything but cannot update anything within the requirements manager. A none user cannot drag and drop or edit requirements in the requirements table.

Easter Egg

Snake

The game of snake can be accessed once you are in the requirements manager by clicking list requirements, clicking filter, and filtering by title contains snake. Then, once the user presses Enter and Om Nom Nom button appears to the right of the Remove Filter button. Clicking this button will launch snake. The window must be full screen in order to play.