

## Lesson 03 Demo 01

### Planning Sprint in Jira

**Objective:** To plan a sprint in Jira

**Tools Required:** Jira

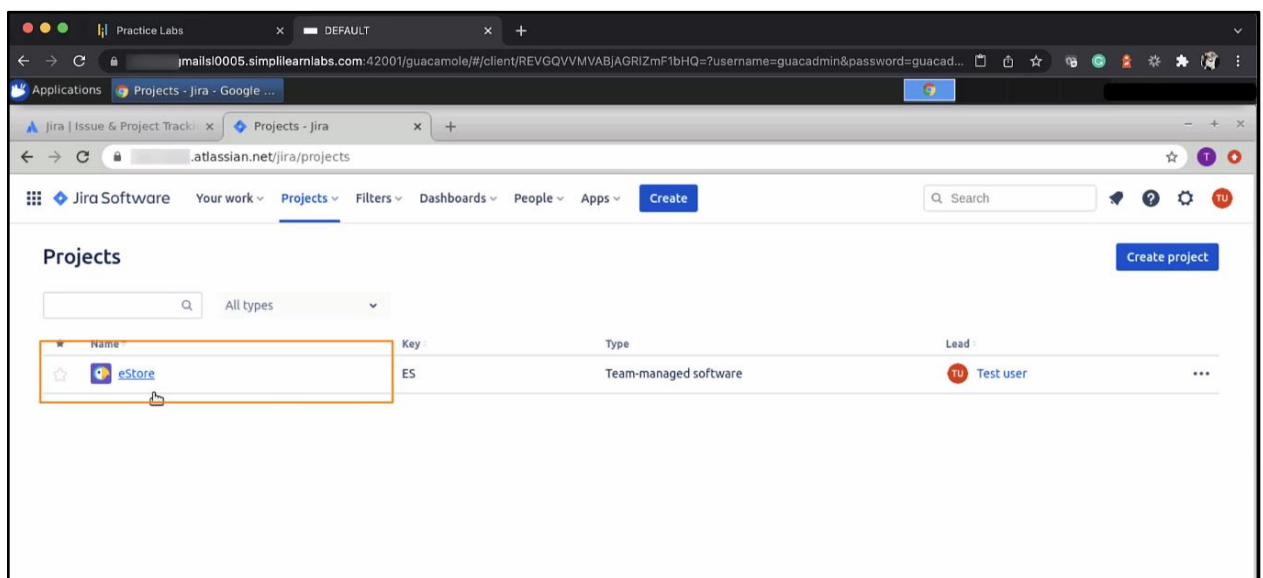
**Prerequisites:** To perform this demo, refer to the demo document of Lesson 04

Steps to be followed:

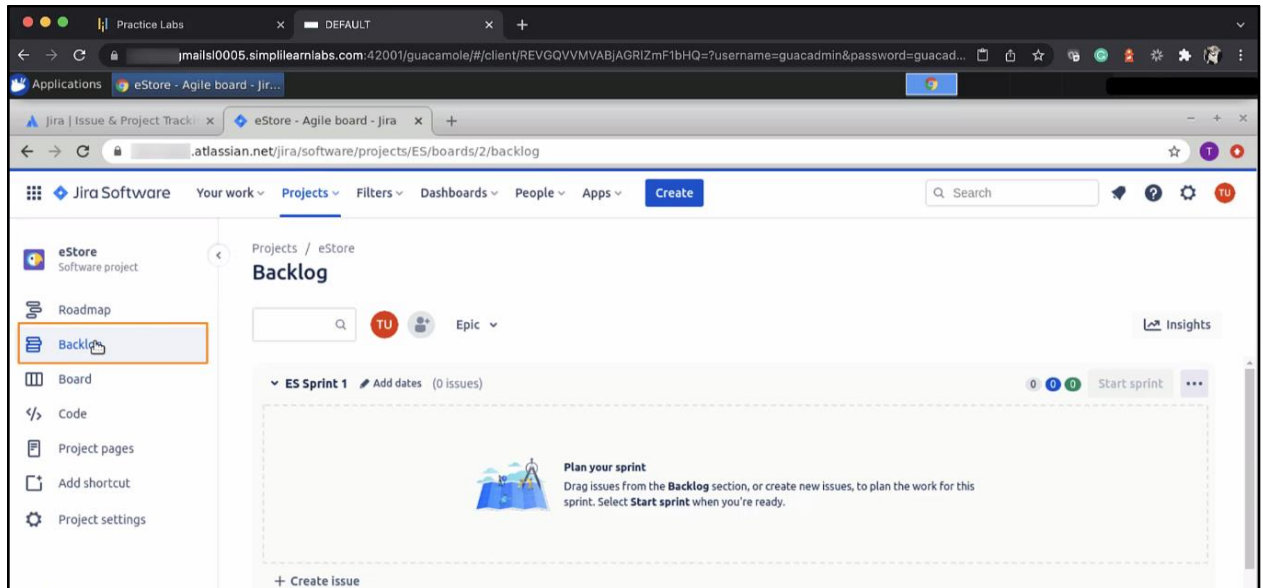
1. Creating a Backlog
2. Creating New Issues
3. Editing the Sprint

#### Step 1: Creating a Backlog

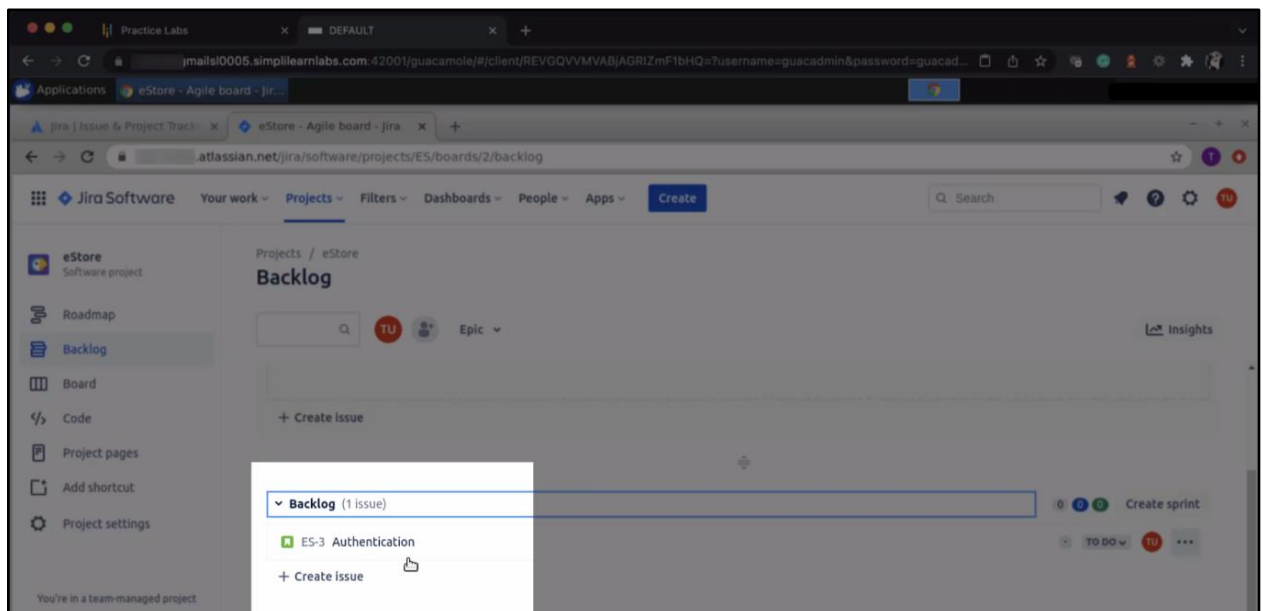
1.1 Navigate to the **eStore** project from the **Projects** section



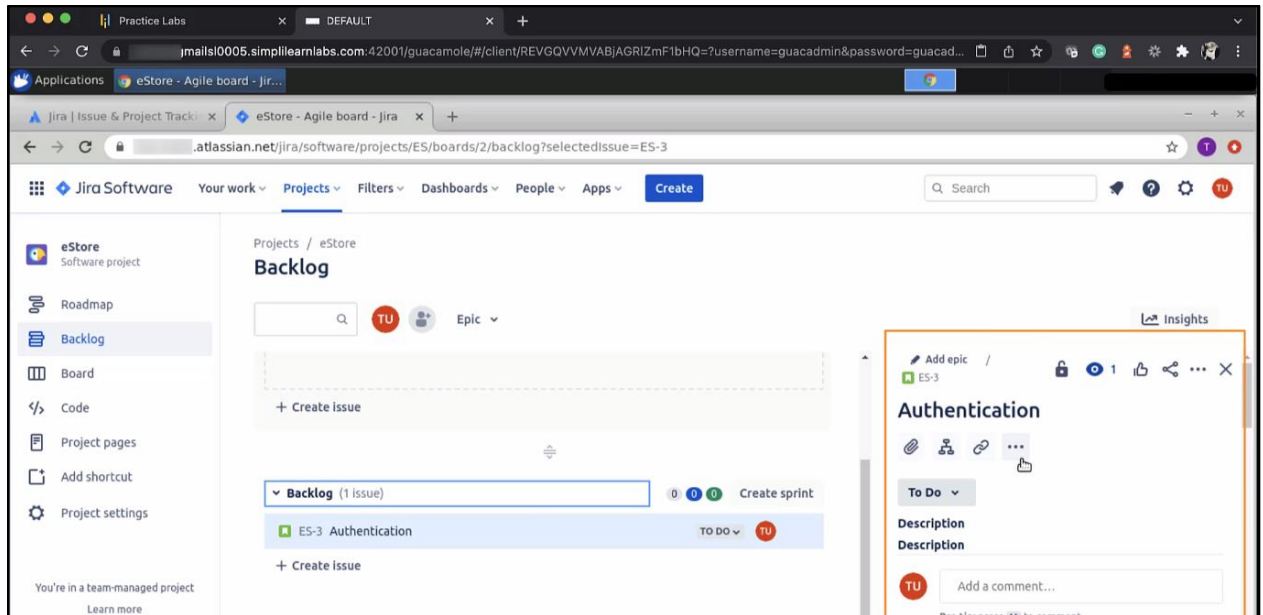
## 1.2 Go to the **Backlog** section to find the existing story in the backlog



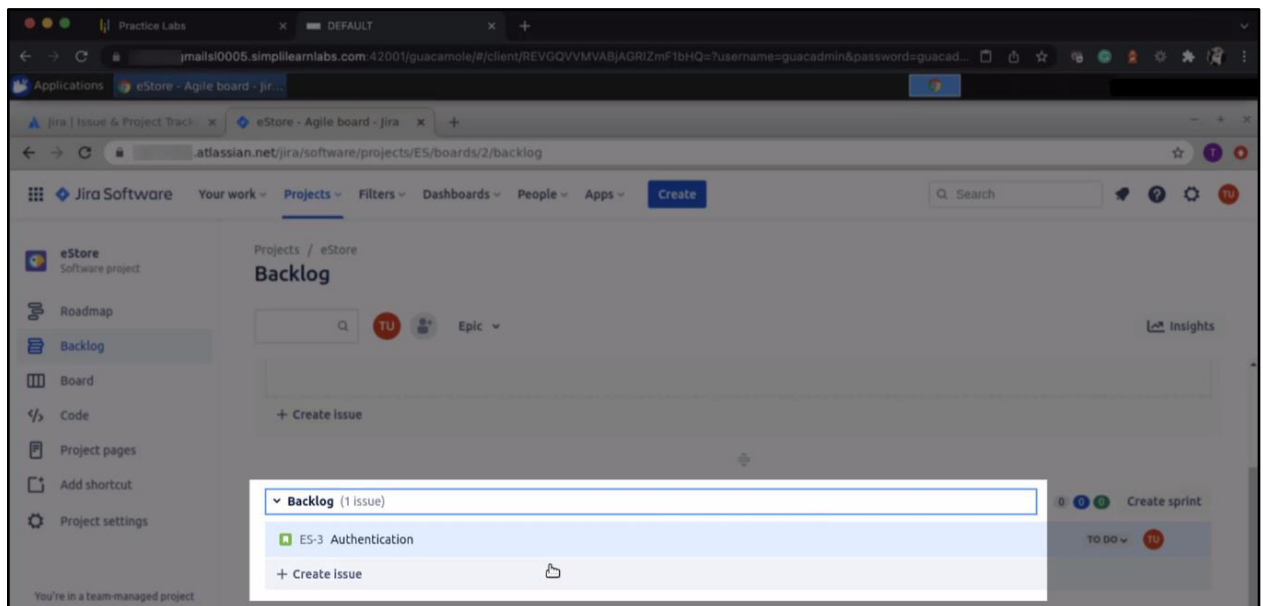
## 1.3 The **Backlog** section contains the **Authentication** story



#### 1.4 Click on the **Authentication** story to view its description

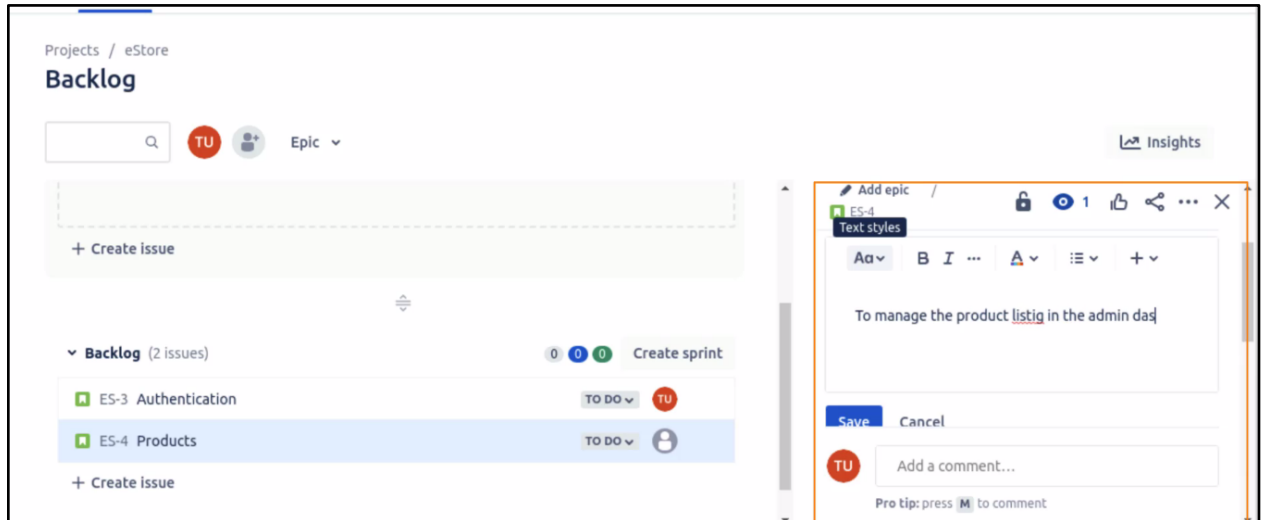


#### 1.5 All backlog stories are listed under the **Backlog** section.

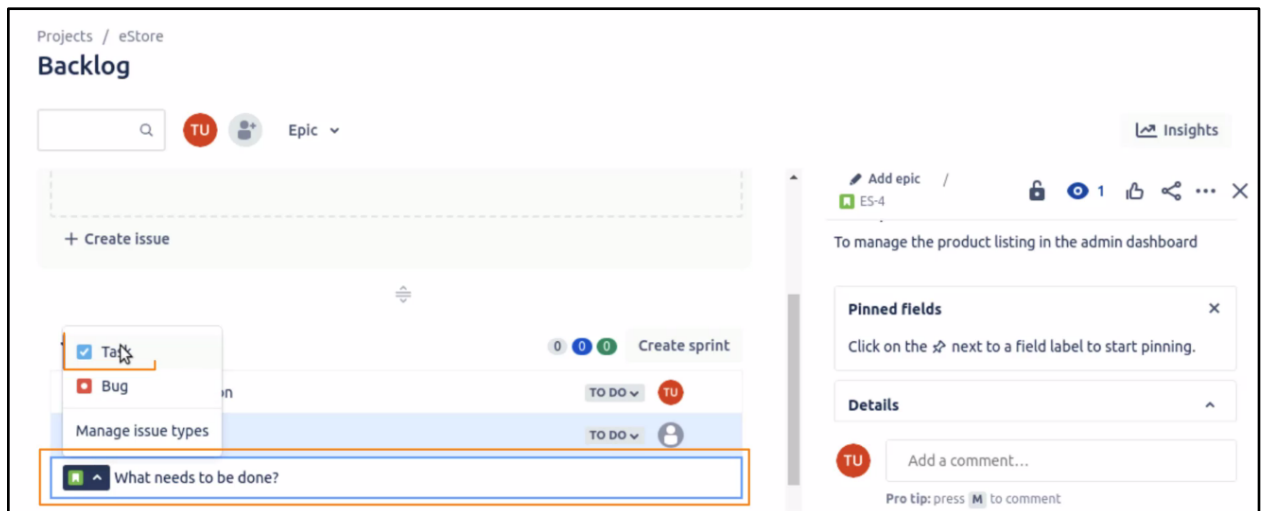


## Step 2: Creating New Issues

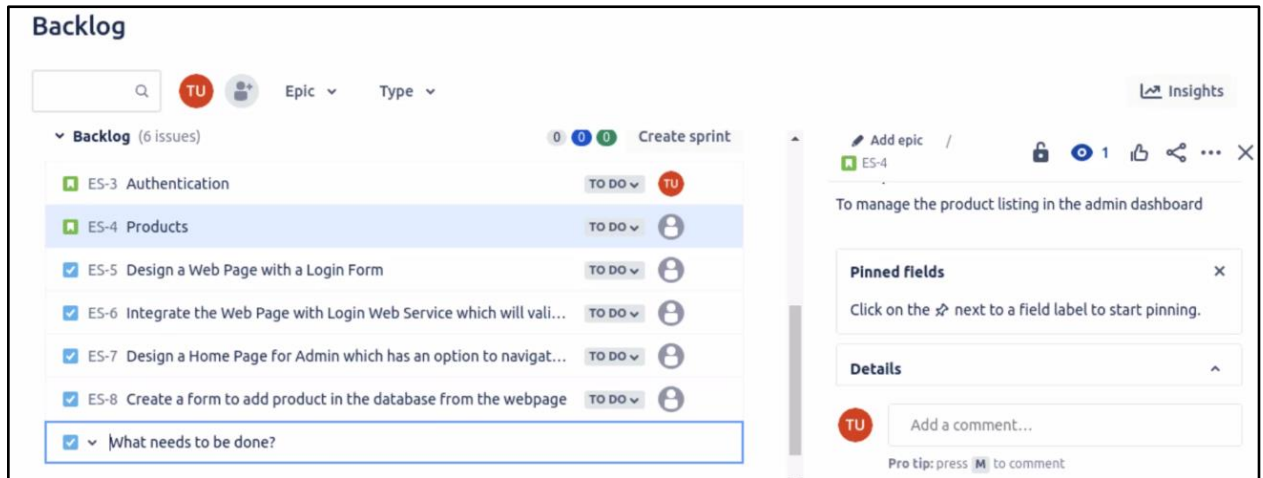
2.1 Click on the **Create Issue** button, enter a name, and click **Save** to create additional issues



2.2 Create more issues under the task and change the issue type to **Task**



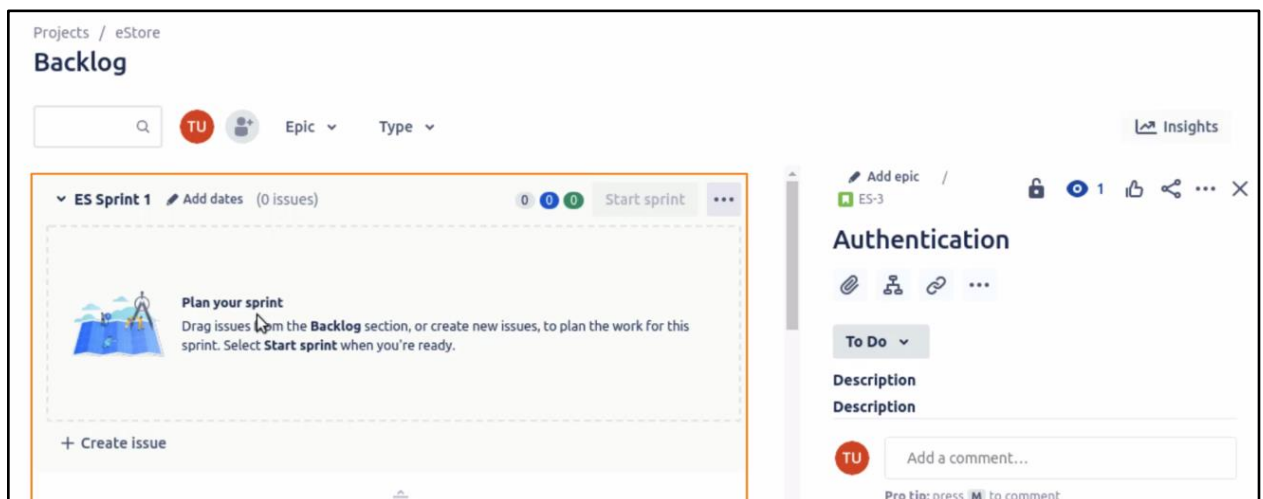
2.3 Create multiple tasks for web page creation, as shown in the screenshot:



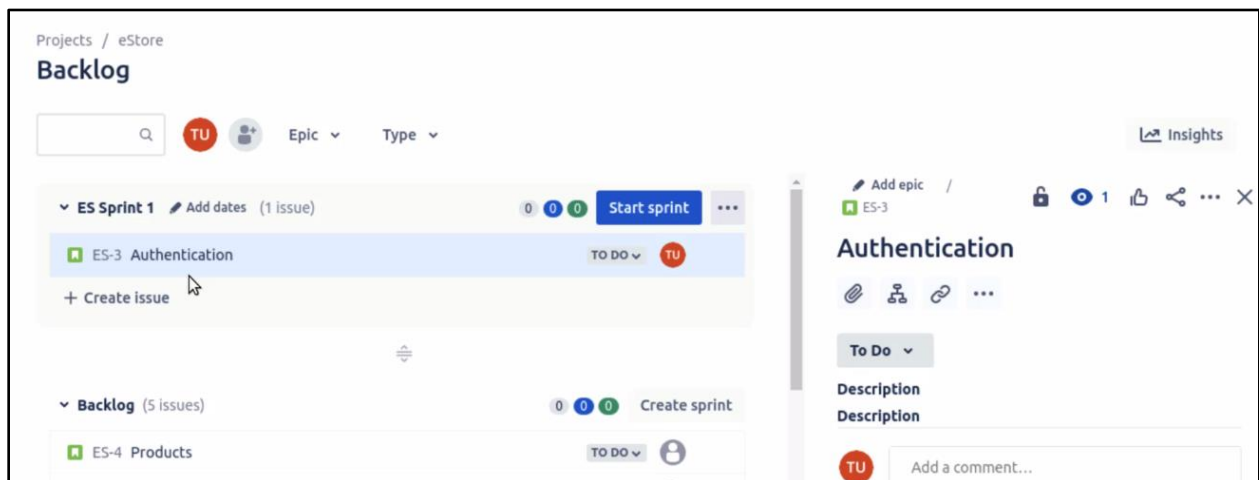
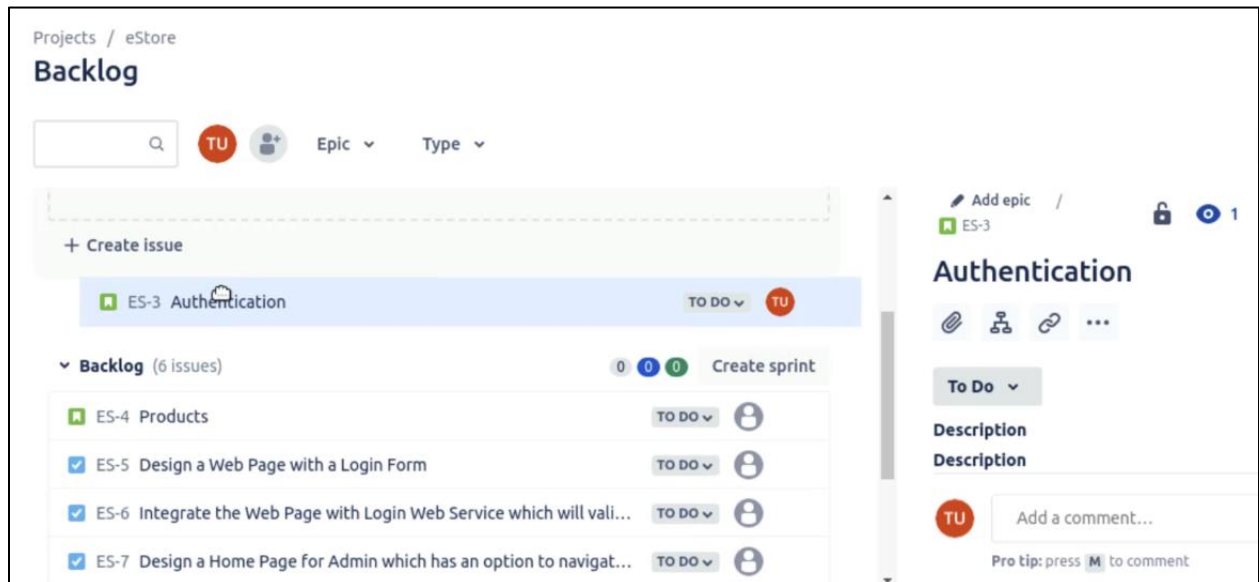
**Note:** When clicking on a task, all editing options are available, such as linking it to a relationship and adding descriptions.

## Step 3: Editing the Sprint

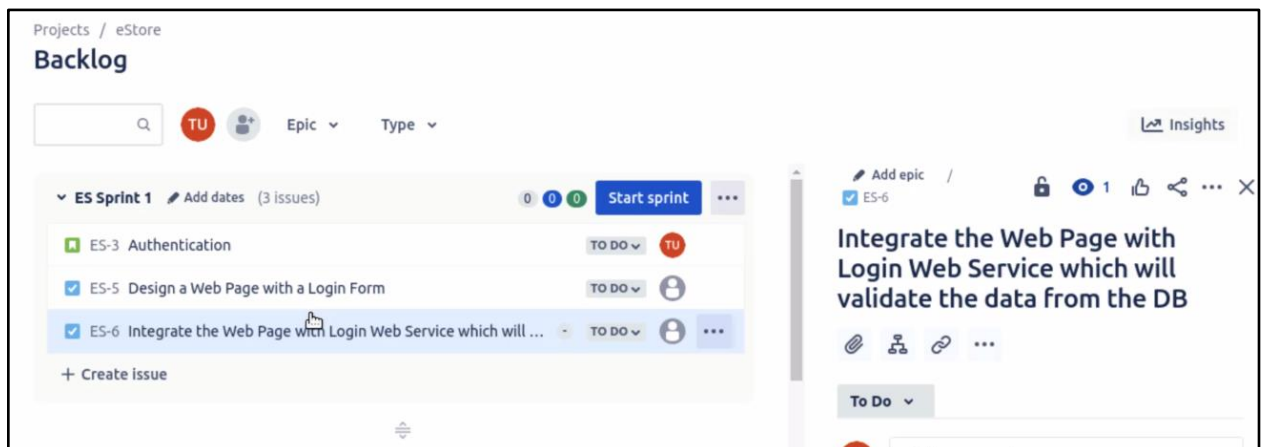
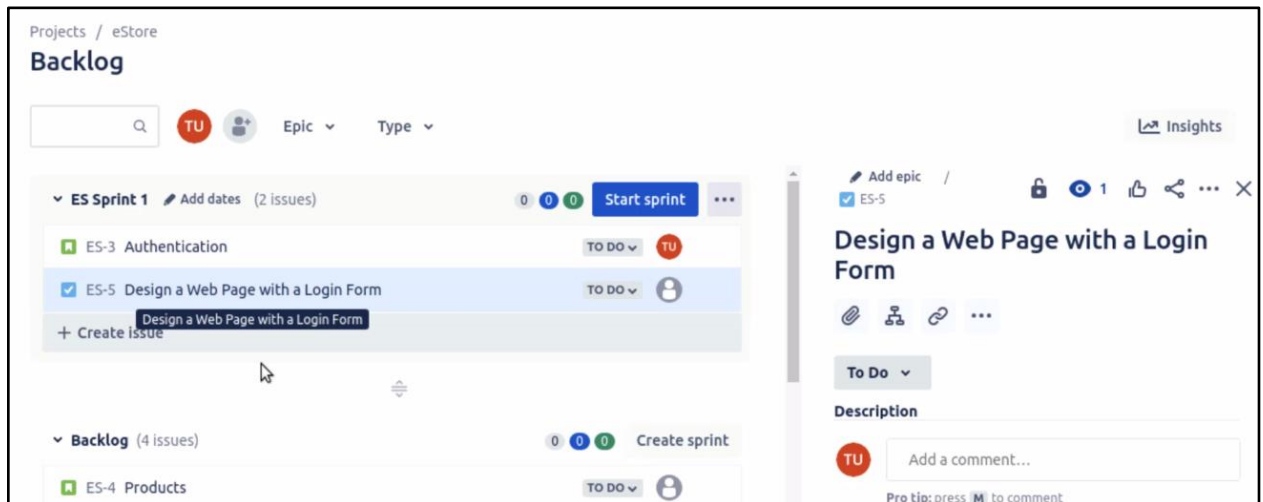
3.1 A section for sprint planning can be seen when scrolling up.



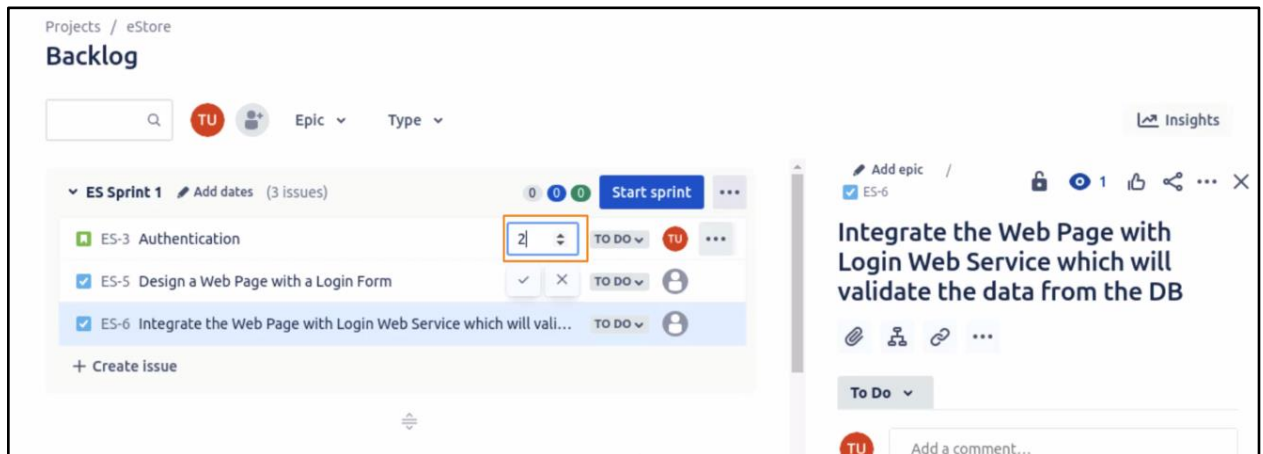
3.2 To plan the Sprint, drag and drop the **Issues** from the **Backlog** and place them under the **Sprint** to incorporate them into the sprint planning



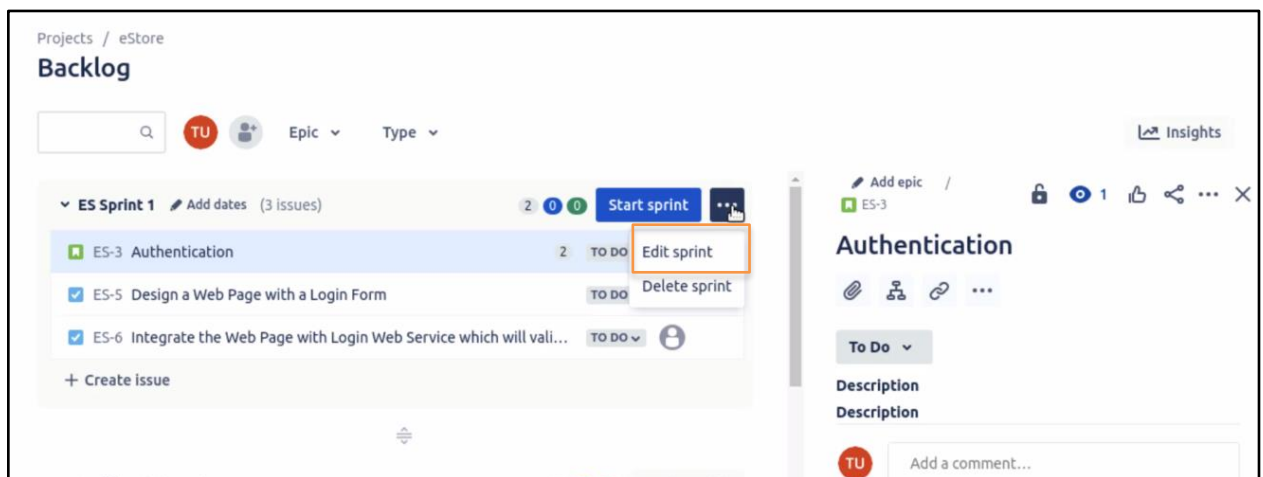
3.3 Similarly, drag and drop the **Task** that the team will be working on during the current sprint



3.4 Click on the **Authentication** story and assign points to it

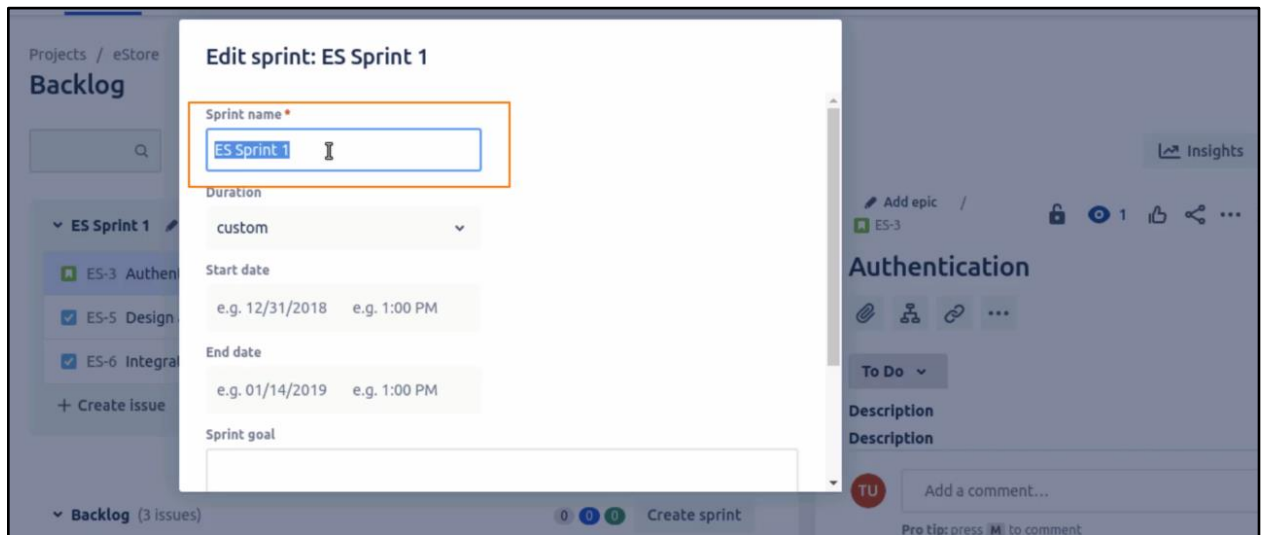


3.5 Click on the three dots and select **Edit sprint**





### 3.6 Edit the **Sprint name** and other details, such as the **Sprint goal**



Projects / eStore  
Backlog

ES Sprint 1

ES-3 Authent  
ES-5 Design  
ES-6 Integra  
+ Create issue

Backlog (3 issues)

0 0 0 Create sprint

Insights

Add epic / ES-3

Authentication

To Do

Description  
Description

TU Add a comment...  
Pro tip: press M to comment

**Edit sprint: ES Sprint 1**

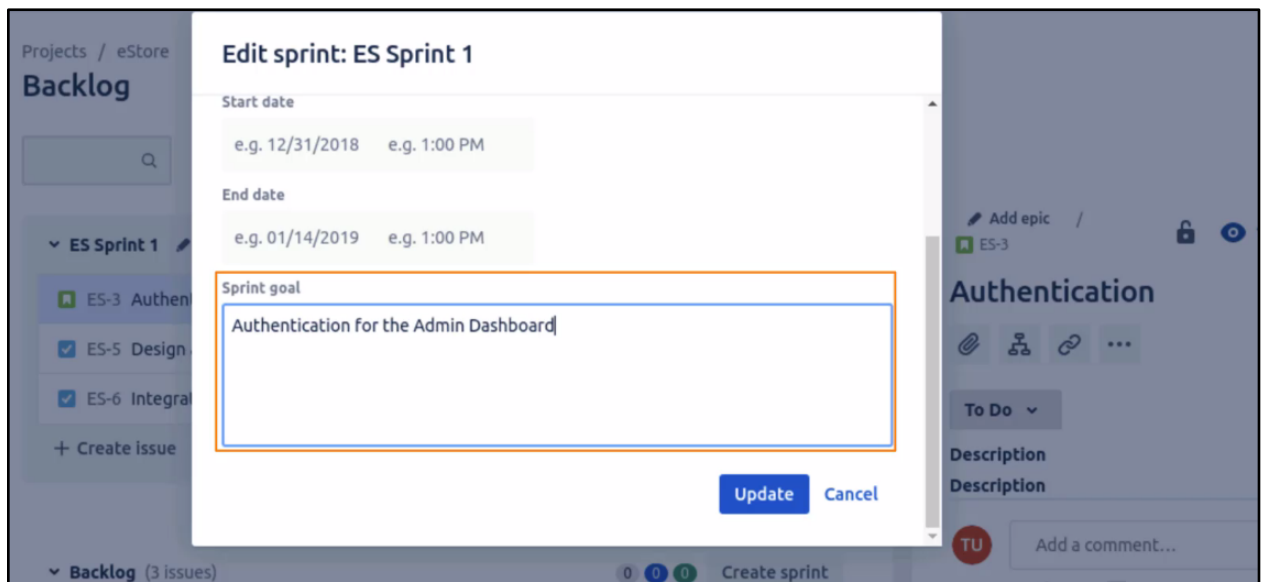
Sprint name \*  
ES Sprint 1

Duration  
custom

Start date  
e.g. 12/31/2018 e.g. 1:00 PM

End date  
e.g. 01/14/2019 e.g. 1:00 PM

Sprint goal



Projects / eStore  
Backlog

ES Sprint 1

ES-3 Authent  
ES-5 Design  
ES-6 Integra  
+ Create issue

Backlog (3 issues)

0 0 0 Create sprint

Insights

Add epic / ES-3

Authentication

To Do

Description  
Description

TU Add a comment...  
Pro tip: press M to comment

**Edit sprint: ES Sprint 1**

Start date  
e.g. 12/31/2018 e.g. 1:00 PM

End date  
e.g. 01/14/2019 e.g. 1:00 PM

Sprint goal  
Authentication for the Admin Dashboard

Update Cancel

Projects / eStore  
Backlog

ES Sprint 1

ES-3 Authent  
ES-5 Design  
ES-6 Integra  
+ Create Issue

Backlog (3 issues)

**Edit sprint: ES Sprint 1**

Start date  
e.g. 12/31/2018 e.g. 1:00 PM

End date  
e.g. 01/14/2019 e.g. 1:00 PM

Sprint goal  
Authentication for the Admin Dashboard  
The Home Page for the Admin Dashboard

Update Cancel

Insights

Add epic / ES-3

Authentication

To Do

Description  
Description

TU Add a comment...

3.7 Add the **Duration**, **Start date**, and **End date** for the sprint

Projects / eStore  
Backlog

ES Sprint 1

ES-3 Authent  
ES-5 Design  
ES-6 Integra  
+ Create Issue

Backlog (3 issues)

**Edit sprint: ES Sprint 1**

Sprint name \*  
ES Sprint 1

Duration  
1 week

Start date  
e.g. 12/31/2018 e.g. 1:00 PM

End date  
e.g. 01/14/2019 e.g. 1:00 PM

Sprint goal  
Authentication for the Admin Dashboard  
The Home Page for the Admin Dashboard

Create sprint

Insights

Add epic / ES-3

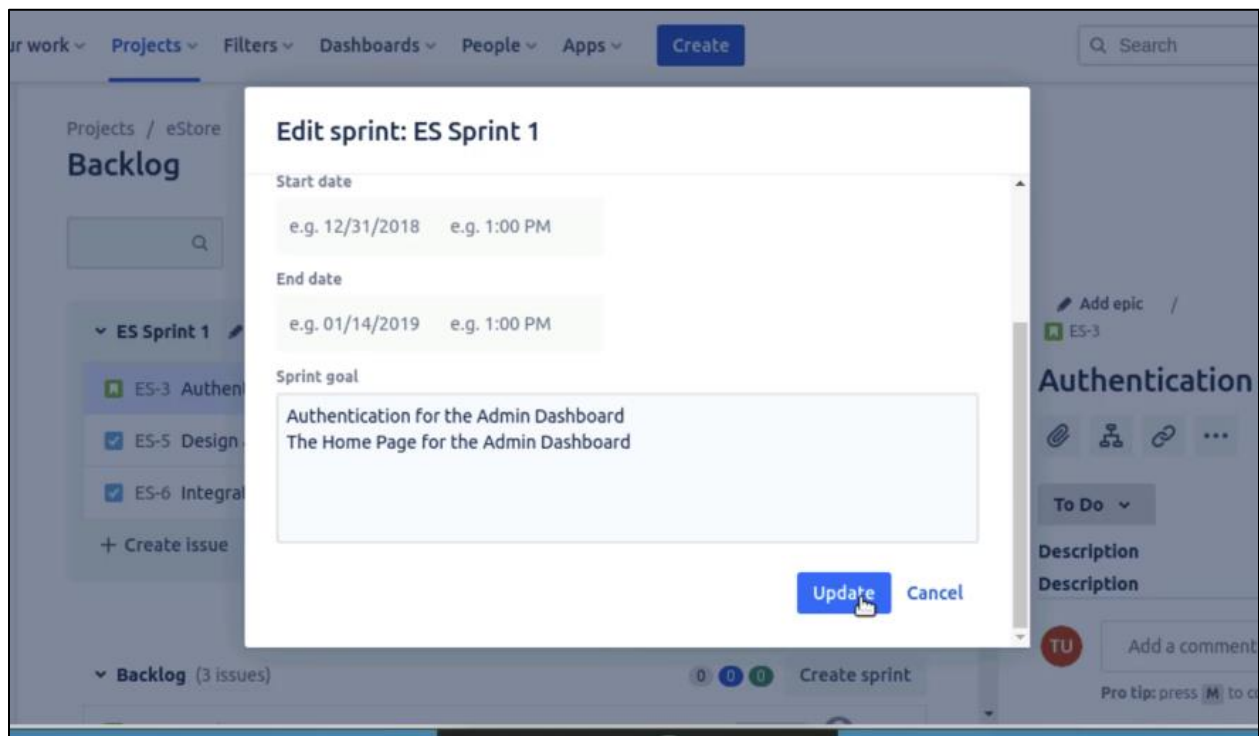
Authentication

To Do

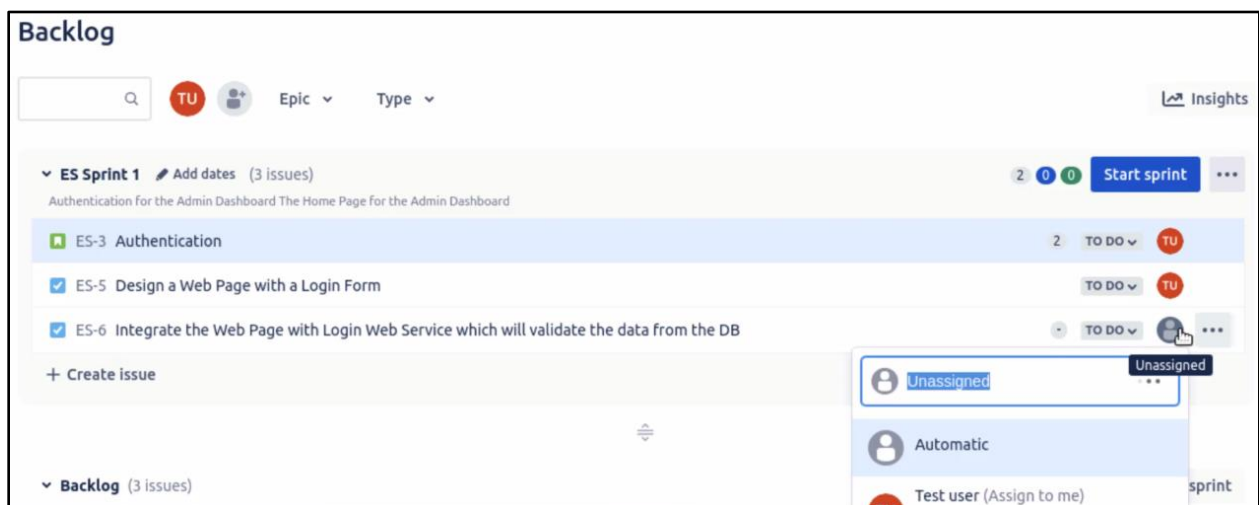
Description  
Description

TU Add a comment...

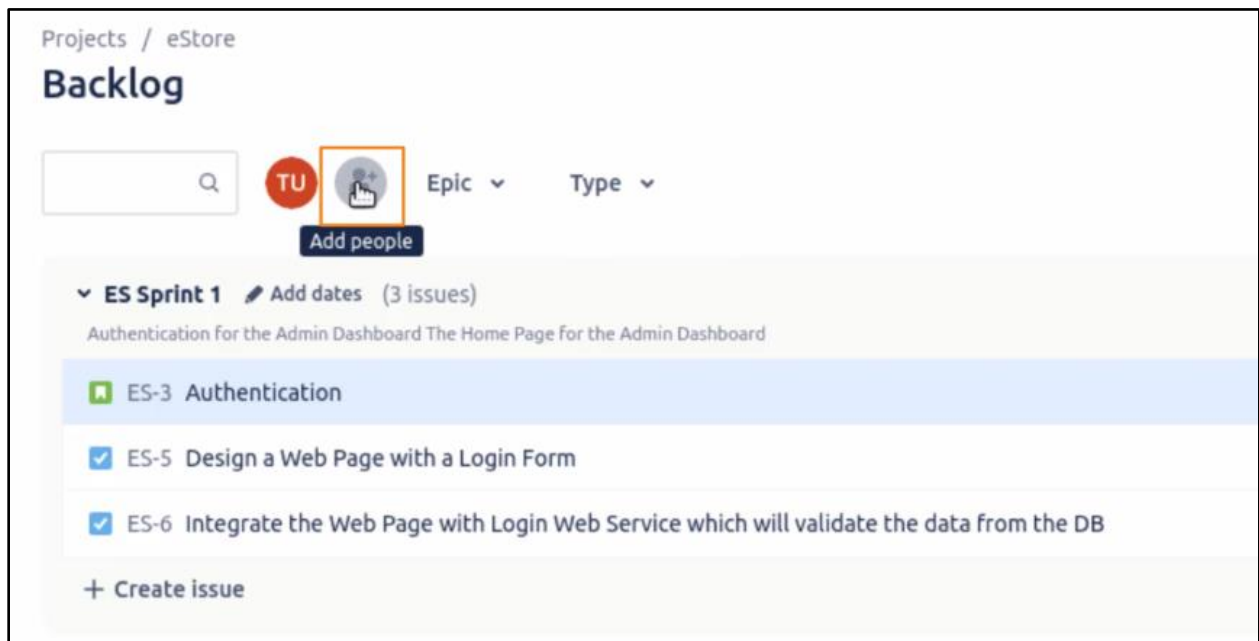
### 3.8 Click on the **Update** button



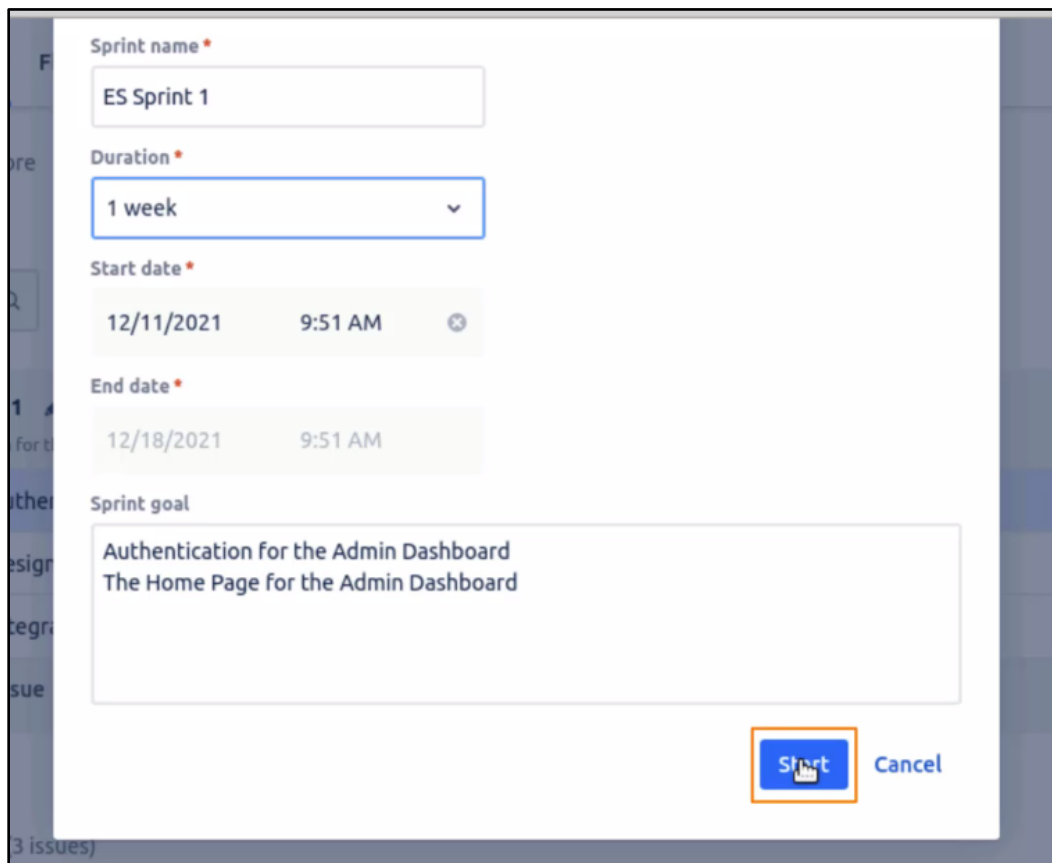
### 3.9 Team members can be assigned tasks by clicking on the icon and assigning it to the relevant member.



3.10 Additional members can be added by clicking on the + icon.



### 3.11 Click on the **Start** button to start the sprint

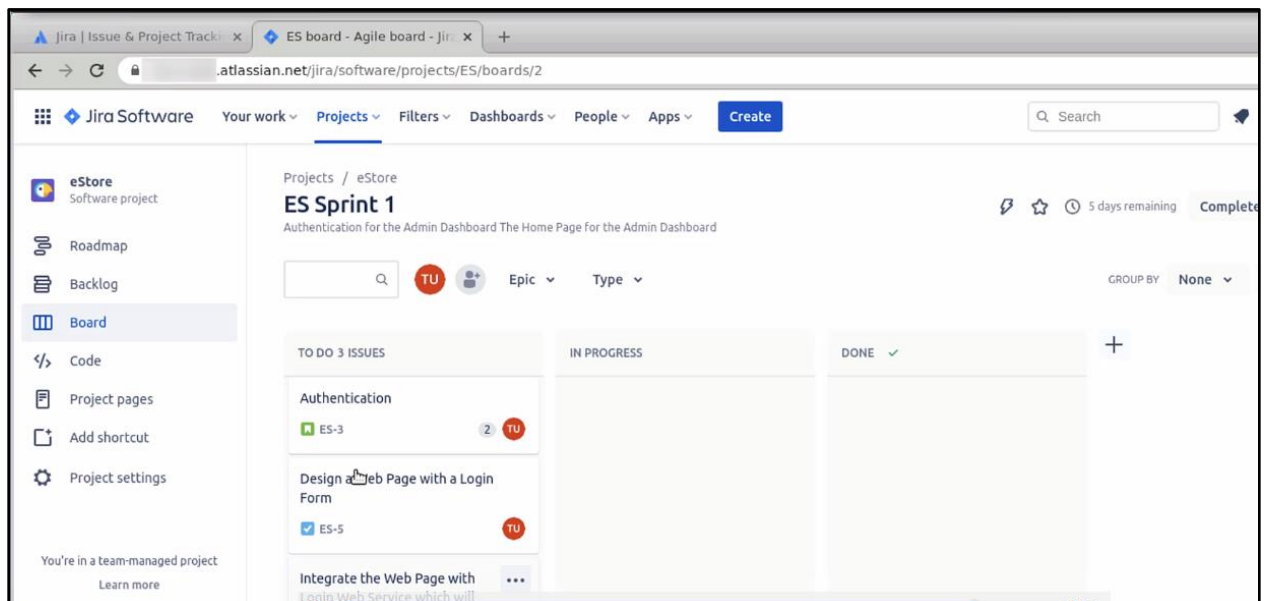


The screenshot shows the 'Create Sprint' dialog box in Jira. The form contains the following fields:

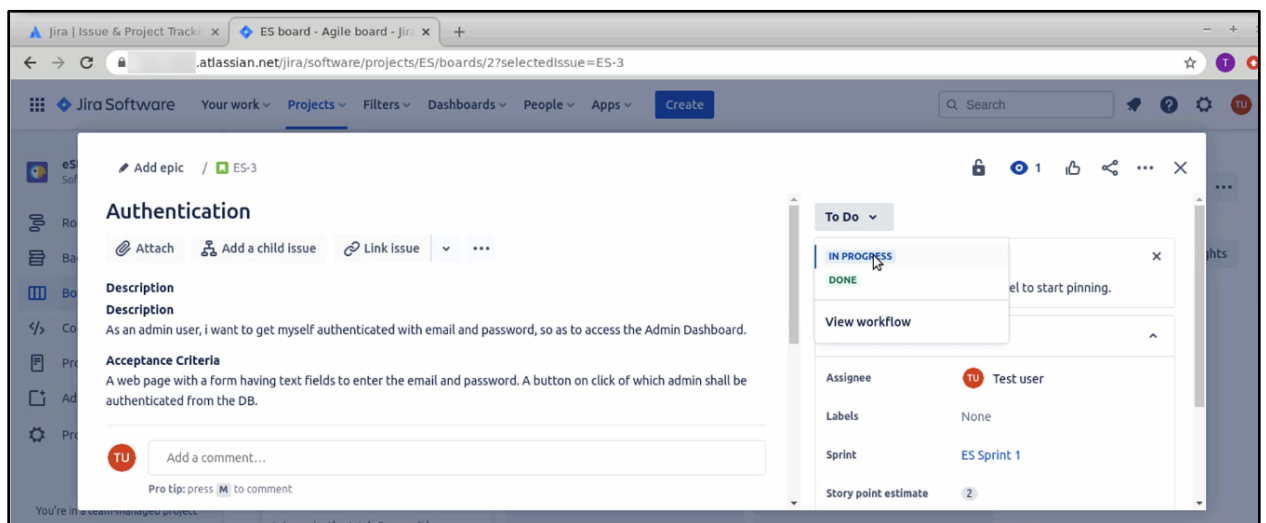
- Sprint name \***: A text input field containing 'ES Sprint 1'.
- Duration \***: A dropdown menu set to '1 week'.
- Start date \***: A date and time picker showing '12/11/2021' at '9:51 AM'.
- End date \***: A date and time picker showing '12/18/2021' at '9:51 AM'.
- Sprint goal**: A text area containing the text 'Authentication for the Admin Dashboard' and 'The Home Page for the Admin Dashboard'.

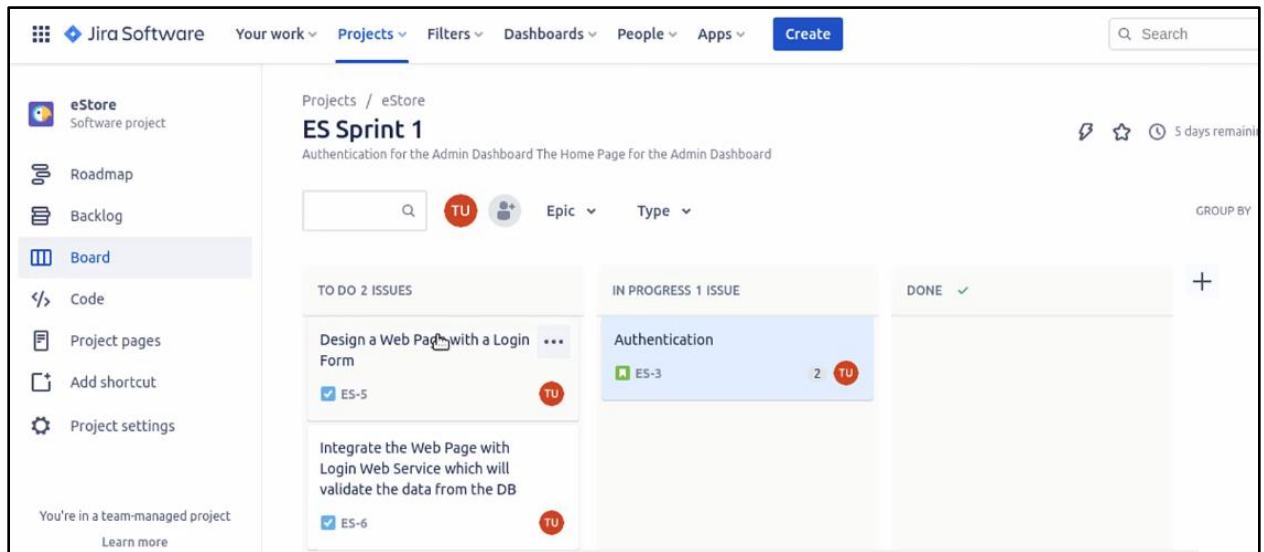
At the bottom right of the dialog, there are two buttons: 'Start' (highlighted with an orange box) and 'Cancel'.

3.12 The dashboard will be displayed, where the tasks can be viewed under the **TO DO** tab.

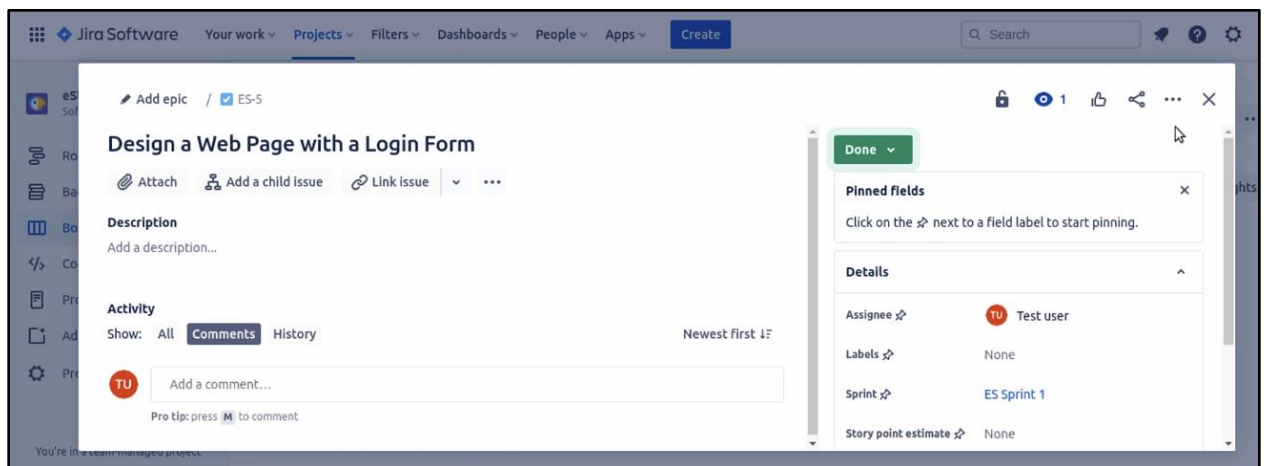


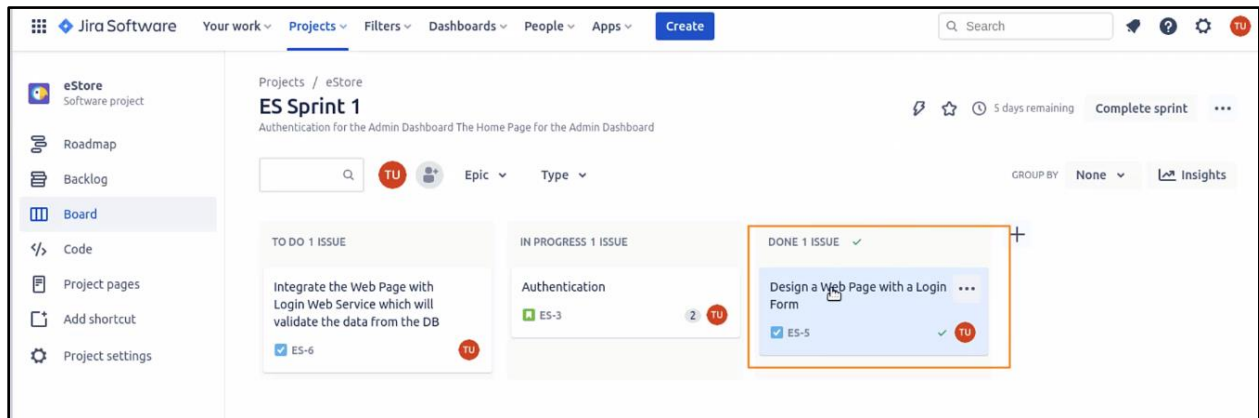
3.13 Change the status of an Issue by clicking on the Task and selecting **IN PROGRESS**





3.14 Once a task is completed, change the status to **Done**, and it will be moved to **Done** state





By following these steps, you have successfully planned Sprint in the Jira board.