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**SCIENCE AND
TECHNOLOGY**
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COLLEGE OF ENGINEERING

DEPARTMENT OF SOFTWARE ENGINEERING

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Contents

Jira Project Documentation	1
Project Overview.....	3
Steps Completed.....	3
1. Project Creation	3
2. Setting Up To-Do Lists	3
3. Task Assignment	3
4. Story Points Allocation	3
5. Sprint Creation.....	3
6. Task Progress Tracking.....	4
Key Features Used	4
Boards and Backlogs.....	4
Custom Workflows	4
Sprint Planning	4
Outcomes and Learnings.....	4
Next Steps	4

Jira Project Documentation

Project Overview

This document provides an overview of the tasks completed using Jira for project management. The project setup includes creating and managing tasks, assigning responsibilities, allocating story points, and setting up sprints. The screenshots included showcase the configuration and progress made.

Steps Completed

1. Project Creation

- A new project was created in Jira, tailored to the needs of our team.
- The project includes a board configured for Scrum methodology, with distinct columns for "To Do," "In Progress," and "Done."

2. Setting Up To-Do Lists

- Tasks were identified and listed in the "To Do" column.
- Each task was given a clear and concise description to ensure team members understand the objectives.

3. Task Assignment

- Tasks were assigned to specific team members based on their expertise and workload.
- Assigned members were notified via Jira to start their work.

4. Story Points Allocation

- Each task was assigned a story point value based on its complexity and estimated completion time.
- Story points were distributed across three sprints:
 - **Scrum-1:** Focused on initial setup and foundational tasks.
 - **Scrum-2:** Dedicated to core development tasks.
 - **Scrum-3:** Reserved for final touches, testing, and deployment.

5. Sprint Creation

- Sprints were created and configured with start and end dates to align with project timelines.
- Tasks were added to sprints based on their priority and dependencies.

6. Task Progress Tracking

- A "To Do" column tracks unstarted tasks.
 - An "In Progress" column tracks ongoing work.
 - Tasks are moved to "Done" upon completion, ensuring a clear visual representation of progress.
-

Key Features Used

Boards and Backlogs

- The backlog feature was utilized to organize and prioritize tasks before moving them to active sprints.

Custom Workflows

- Workflows were configured to match the team's working style, including the following states:
 - To Do
 - In Progress
 - Done

Sprint Planning

- Sprints were planned using the backlog, ensuring high-priority tasks are addressed first.
-

Outcomes and Learnings

- Successfully organized tasks and team responsibilities in Jira.
 - Ensured effective tracking of project progress using sprints and boards.
 - Improved communication and collaboration among team members through task assignment and notifications.
-

Next Steps

- Continue monitoring and updating task statuses in Jira.

- Use Jira reports and dashboards to analyze sprint progress and improve future planning.
- Ensure consistent documentation of any updates or changes to the project plan.

Images included

1. **Project Board:** Showing "To Do," "In Progress," and "Done" columns.
2. **Task Details:** Highlighting descriptions, assignees, and story points.
3. **Sprint View:** Displaying active sprints with tasks and progress.
4. **Backlog:** Showing prioritized tasks before sprint allocation.

The **images** are **posted** on github .

My scd project

Software project

PLANNING

Summary

NEW

Timeline

Backlog

Board

Forms

Goals

+ Add view

DEVELOPMENT

Code

Project pages

Project settings

Archived issues

NEW

Projects / My scd project

Timeline

Give feedback

Share

Export

...

Search timeline

Status category

Epic

	DEC '23	JAN	FEB
Sprints			
<div><input checked="" type="checkbox"/></div> SCRUM-4 gather the requirements	<div></div>	<div></div>	<div></div>
+ Create Epic			

Today

Weeks

Months

Quarters

My scd project

Software project

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DEVELOPMENT

Code

Project pages

Project settings

Archived issues

NEW

Projects / My scd project

Backlog

Share

...

Search

Epic

Type

SCRUM Sprint 1

Add dates

(0 issues)

0

0

0

Start sprint

...

Backlog

(3 issues)

33

0

0

Plan on whiteboard TRY

Create sprint

<div><input checked="" type="checkbox"/></div> SCRUM-3 the user interface should be completed	TO DO	33	
<div><input checked="" type="checkbox"/></div> SCRUM-1 the gathering of requirement must be done before june 12.	IN PROGRESS	-	
<div><input checked="" type="checkbox"/></div> SCRUM-2 requirement must be gathered before june 12 .	IN PROGRESS	-	

+ Create issue

The image displays two overlapping screenshots. The top screenshot shows the Jira 'My scd project' backlog. The backlog is titled 'Backlog' and contains a list of issues. The first issue, 'the user interface should be completed', is in the 'TO DO' status. The second issue, 'the gathering of requirement must...', is in the 'IN PROGRESS' status. The third issue, 'requirement must be gathered before...', is also in the 'IN PROGRESS' status. The bottom screenshot shows a Gmail inbox. The selected email is from 'Natannan Zeleke (Jira)' with the subject '[JIRA] (SCRUM-2) requirement must be gathered before june 12.'. The email body mentions 'My scd project / SCRUM-2 requirement must be gathered before june 12.' and includes a 'View issue' button.

Browser tabs: Inbox (4,404) - melkemk503@g, Upwork - Node Js, My scd project - Backlog - Jira

Address bar: scdsection.atlassian.net/jira/software/projects/SCRUM/boards/1/backlog

Jira Navigation: Jira, Your work, Projects, Filters, Dashboards, More, Create, Premium trial, Search

My scd project Software project

PLANNING

- Summary NEW
- Timeline
- Backlog
- Board
- Forms
- Goals
- Add view

DEVELOPMENT

- Code

Projects / My scd project

Backlog

Q Search MT NZ N Epic Type

SCRUM Sprint 1 Add dates (3 issues) 33 0 0 Start sprint

SCRUM-3	the user interface should be completed	TO DO	33	MT
SCRUM-2	requirement must be gathered before june 12 .	IN PROGRESS	-	NZ
SCRUM-1	the gathering of requirement must be done before june ...	IN PROGRESS	-	MT

+ Create issue

3 issues | Estimate: 33

Backlog (0 issues) 0 0 0 Create sprint

Your backlog is empty.

Windows Taskbar: 9°, Search, 8:42 AM 12/18/2024

Browser tabs: Inbox (4,404) - melkemk503@g, Upwork - Node Js, My scd project - Backlog - Jira

Address bar: scdsection.atlassian.net/jira/software/projects/SCRUM/boards/1/backlog

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My scd project Software project

PLANNING

- Summary NEW
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DEVELOPMENT

- Code

Projects / My scd project

Backlog

Q Search MT NZ N Epic Type

SCRUM Sprint 1 Add dates (3 issues) 33 0 0 Start sprint

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+ Create issue

3 issues | Estimate: 33

Backlog (0 issues) 0 0 0 Create sprint

Your backlog is empty.

Windows Taskbar: 9°, Search, 8:42 AM 12/18/2024