## Task 1: Describe the process of creating a new issue or bug report in the issue tracking system.

### Answer:

- Here I'm using Jira, so we have to log in to our account.
- Click on the Create Issue.
- We must select the project or repository where the bug must be fixed. There we have to give a simple summary of the issue in a clear manner. Then in the issue description, we have to give as much information as possible about the issue,
- Attach any relevant screenshots.
- We can add tags explaining the issue.
- We can assign team members who are the contributors of the project.
- Simply type @followed by the contributor's username or from the dropdown list of usernames.
- And click Create the issue is now created.

#### Task 2: Explain how to assign the issue to a specific team member.

#### Answer:

- We can assign team members who are the contributors of the project.
- Simply type @followed by the contributor's username or from the dropdown list of usernames.
- The user will receive a notification as an email after their assigning.

# Task 3: Describe how to use Git branches and pull requests to work on the issue, ensuring that changes are tracked and reviewed.

#### Answer:

- To work on this exact issue, we can create a branch with the exact issue name so that we can group and work on the changes as a review.
- Each one working on the issue should give a proper commit message to keep track of the process's workflow.
- Once the changes or fix is done, we can push those changes to the remote repo.
- And now we can raise a pull request, and in the pull request description, we can mention the changes or stages that we have worked for the issue or bug.

• Once after reviewing the code, we can merge it with the main branch if the code is perfect and the bug is fixed. If else, we can ask the user to work on the code again.

Question 1 screenshot for your reference.







