Lab: Classic Scrum Project

Estimated time: 25 minutes

In this lab, you will:

1. Create a scrum project.
2. Create issues.
3. Create and plan a sprint.
4. Execute a sprint.
5. Complete a sprint.

1: Create a scrum project.

> This lab creates a classic scrum project. These instructions DO NOT APPLY to next-gen scrum projects.

1. Log into Jira (if necessary). https://[your_site_name].atlassian.net
2. Click the **Projects** tab in the Jira contextual sidebar. (You may need to click on the Jira icon in the upper left to navigate to the Jira contextual sidebar.)
3. Click the **Create project** dropdown. Select the **Classic project** option. **DO NOT** select the "next-gen" option. These instructions only apply to classic projects.
4. For the project name, enter `projectB`. Click **Change template**. Verify that that message at the top the screen says that you are creating a classic template. **Select** the **Scrum** template. Click **Create**. You should see the product backlog of your `projectB` project.

> Congratulations, you have created a scrum project.

2: Create issues.

1. The issues of your project are initially placed in the product backlog. Click the **Backlog** tab to view it. It should be empty.
2. Create three issues in the product backlog with summaries of `add feature 1`, `add feature 2` and `add feature 3`. You can do this by clicking on the + sign or typing directly in the `Backlog`.

> Congratulations, you have created a product backlog with three issues.

3: Create and plan a sprint.

> A sprint is a period of time where you complete a certain number of issues.

1. Click on the **Backlog** tab.
2. Click **Create sprint**. You now should see `Sprint 1` along with the product backlog.

> The start of the sprint includes a sprint planning meeting. In this meeting, the sprint team usually decides on the sprint goal, estimates the amount of work of issues and decides which issues to complete during the sprint. The development team decides how to accomplish the work of the sprint. All projects and sprint planning meetings are unique.

3. Add estimates as story points to the issues. We will arbitrarily say that `add feature 1` is 2 points, `add feature 2` is 1 point and `add feature 3` is 4 points.
    - Click on each issue in the product backlog and add its estimate under the `Story point estimate` field. After entering an estimate, you should see the estimate in gray next to each issue in the product backlog.

> The development team usually is responsible for estimating story points. Story points are relative units indicating the effort involved in completing the issue.

4. Prioritize the product backlog. We will arbitrarily give the 1 point story (`add feature 2`) the highest priority and the 4 point story the lowest priority.
    - Drag and drop the stories into their correct order in the backlog. (With `add feature 2` at the top.)

> The product owner is usually responsible for prioritizing stories in the product backlog.

5. Add stories to the sprint. We will arbitrarily assume that the team can execute up to four story points per sprint. This is known as the team's velocity.
    - Drag the `add feature 2` and `add feature 1` stories to the sprint. The set of stories in the sprint are called the sprint backlog.
6. Notice that the team has estimated that its velocity for this sprint will be 3 story points.

> The development team is usually responsible for deciding how many of the top issues to move to the sprint backlog.

> Congratulations, you have created and planned a sprint.

4: Execute a sprint.

1. Click the **Start sprint** button associated with the sprint backlog. Change the duration of the sprint to `1 week`. Add a sprint goal of `Create the first product features.` Click **Start**.

> The scrum team agrees to the sprint goal during the sprint planning meeting.

2. Under the **Active sprints** tab, you should see the board for your current sprint. Notice that you have two issues in the `TO DO` column. Notice that the other columns are `IN PROGRESS` and `DONE`.
3. View the workflow for the issues. Do this by clicking **Project settings > Workflows**. Click on the **diagram** link to view the workflow. Notice that there are three statuses in the workflow, `TO DO`, `IN PROGRESS` and `DONE`. These are the default statuses in the workflow when you choose the scrum template while creating a project. Notice that there is no `BACKLOG` status. Navigate out of the project settings.

> The workflow for projects created with the classic kanban template is different from the workflow for projects created with the classic scrum template. The statuses in the classic kanban template workflow are `BACKLOG`, `SELECTED FOR DEVELOPMENT`, `IN PROGRESS` and `DONE`.

4. Select the **Backlog** tab for your project. View the status of the `add feature 3` issue that is still in your product backlog. Notice that its status is `TO DO`, the same status as the issues in the first column of the sprint board. The items in the product backlog are there because they have not been added to any sprints. In classic scrum projects, the status of each issue is independent of the product backlog. (You could navigate to **Issues and filters > All issues** and change the status of the `add feature 3` issue to `IN PROGRESS`. It will not show up on the sprint board.)

> The classic kanban backlog functions differently than the classic scrum backlog. Unlike classic scrum, the items in the classic kanban backlog are related to the issue's status.

5. Click the **Reports** tab. View the burndown chart for this sprint. Jira has added guidelines for story point completion during the sprint. The starting value is the total number of story points that you added to the sprint backlog. For the duration of the sprint, a linear decrease in the number remaining story points is assumed, except for non-working days.
6. View the **Sprint Report**. Notice that this contains a burndown chart, as well as a list of issues in the current sprint.

> Sprint reports are a great way to quickly view the current status of the sprint.

7. Navigate back and view your board under the **Active sprints** tab. Let's assume that you are a member of the development team and that you will work on the `add feature 2` issue. Open the issue and under the **Assignee** field, click **Assign to me**.
8. Navigate back to the sprint board. Notice your icon in the `add feature 2` card. Drag the `add feature 2` issue to the `IN PROGRESS` column.
9. Let's assume that you have finished the `add feature 2` issue. Drag it to the `DONE` column.
10. Repeat the process above and complete the `add feature 1` issue.

> Congratulations, you have executed a sprint.

5: Complete a sprint.

1. Now that the issues of the sprint are complete, you can end the sprint. In the upper right above the board, click **Complete sprint**. Click **Complete**.

> You usually only complete a sprint at the end of the planned sprint duration. We are ending it early just for learning purposes.

2. View the sprint report. It shows a summary of the sprint, including the issues that were completed in the sprint. The charts in this sprint report look a little strange because we accelerated the completion of this sprint.
3. Click on the tabs to view the other reports that are automatically created by Jira, such as the

velocity chart. You estimated and completed three story points in this sprint, so your velocity for sprint 1 was three story points.

4. At this point, you would usually have a sprint review meeting to show the new features to the scrum team and optionally to its stakeholders.
5. After the sprint review meeting is a meeting called the sprint retrospective. This is a meeting for the scrum team to discuss how the team can execute better next time.

> Congratulations, you have completed a sprint.