Lab: Next-gen Scrum Project

Estimated time: 20 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 next-gen scrum project. These instructions DO NOT APPLY to classic scrum projects.

1. Log into Jira (if necessary). https://[your_site_name].atlassian.net
2. Click the **Projects** tab in the Jira contextual sidebar.
3. Click the **Create project** dropdown. Select the **Next-gen** option. **DO NOT** select the "classic" option. These instructions only apply to next-gen projects.
4. For the project name, enter `projectBng`. For the **Access**, keep the access open. Click **Change template**. Verify that that message at the top the screen says that you are creating a next-gen template. **Select** the **Scrum** template. Click **Create**. You should see the product backlog of your `projectBng` project.
5. Click **Project settings**. Click **Features**. Notice that the **Backlog** and **Sprints** features are automatically turned on for next-gen scrum projects. Navigate back to the project.

> The Access dropdown above is a good example of the easy configuration of next-gen projects. Project team members can create and configure projects, and those configurations only apply to the current project. In this example, you could have tightened the access to the project simply by changing that dropdown value. No Jira Administrator needs to be involved.

> 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 an empty `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 **Board** 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. Open any issue on the board and click on the **Status** field. 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 next-gen scrum template while creating a project. Notice that there is no `BACKLOG` status.

> The default workflow for projects created with the next-gen kanban template contain these same three statuses.

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.
5. Notice that there is no **Reports** tab in the contextual sidebar. Enable the **Reports** feature in your project under **Project settings > Features**.
6. Click the **Reports** tab. View the burnup 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 increase in the number remaining story points is assumed. Under the chart, you should see the issues of the sprint.

> A burnup chart is basically an inverted burndown chart. People like to see charts that trend upward:) Reports like this are a great way to quickly view the current status of the sprint.

7. Navigate back to your board. 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** and then **Finalize sprint**.

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

2. Click **Reports**. View the Velocity report. You estimated and completed three story points in this

sprint, so your velocity for sprint 1 was three story points.

3. 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.
4. 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.