Lab: Configure a Next-gen Kanban Board

Estimated time: 10 minutes

In this lab, you will:

1. Turn on the backlog feature.
2. Create a WIP (work in progress) limit.

> Note: This lab is optional. If you are not interested in working with next-generation projects, you can skip this lab.

> Note: These instructions assume that you have created a **next-gen** kanban `projectAng` project.

1: Turn on the backlog feature.

> Notice that by default, there is no separate backlog for a next-gen kanban project. The separate backlog is implemented as a *feature* in next-gen projects. Features are turned on by the project team as they are needed. Features are turned on under **Project settings** for the project.

> Note: As an alternative to creating a separate backlog, as we will do here, you could create a `Backlog` column on the board, similar to creating the `Review` column in the previous lab. Unlike turning on the backlog feature, this creates a `Backlog` status.

1. In the contextual sidebar, click **Project settings** and then **Features**.

2. Browse through the list of features. Notice, that some features are already turned on, some are off and some may be disabled (grayed out).

3. **Turn on** the **Backlog** feature for this project by clicking the slider. The slider should turn green (assuming it wasn't already turned on).

4. Navigate back to the board and notice that there is now a **Backlog** tab in the contextual sidebar. This is a separate location for issues. You may be prompted to move issues in your first column to the backlog. If so, select yes. This will move the issues to the backlog. It does not change their status. In next-gen projects, the backlog is a location for issues, not a status. Issues with any status can be in the backlog.

5. Click on the **Backlog** tab in the contextual sidebar. Notice the following:

   - You can view all of the issues that are on the board and in the backlog.
   - You can move issues from the board to the backlog. **Notice that this doesn't change the issue's status**. The separate backlog is a location, not a status.
   - You can move issues from the backlog to the board. An issue's status is not changed.
   - You can create issues on the board or in the backlog. The created issues by default will have the status of the first column on the board (`To Do` in our case).
   - To the right, you can see the circled number of issues in each general category. Gray means `to do`, blue means `in progress` and green means `done`. (Categories were discussed in more detail in the previous classic lab.)

6. Move issues between the backlog and the board. This is where you can work on the backlog while the rest of the team is focussing on the issues that are ready to be worked on.

Congratulations, you have turned on the backlog feature.

2: Create a WIP limit.

Work in progress limits help ensure that started work gets finished and allows the team to easily see bottlenecks in their workflow. You must be a project administrator or Jira administrator to specify WIP limits. Project administrators are specified under the **People** tab of **Project**.

1. From your `projectAng` board, highlight the heading for the `In Progress` column, select **…** and select **Set column limit**.

2. Under **Maximum issues**, specify `2`. This means that the column will turn red if there are more than two issues in the column, notifying the team that there is too much work-in-progress in that column. Click **Save**.

3. You should now see a `Max: 2` indication in the `In Progress` column. This is the WIP limit.

4. Drag issues to the column to violate the constraint. You may need create issues or move them out of the backlog. You should see a yellow column when the maximum constraint is violated.

Congratulations, you have created a WIP limit.