

# JIRA Essentials 3

Setup for success

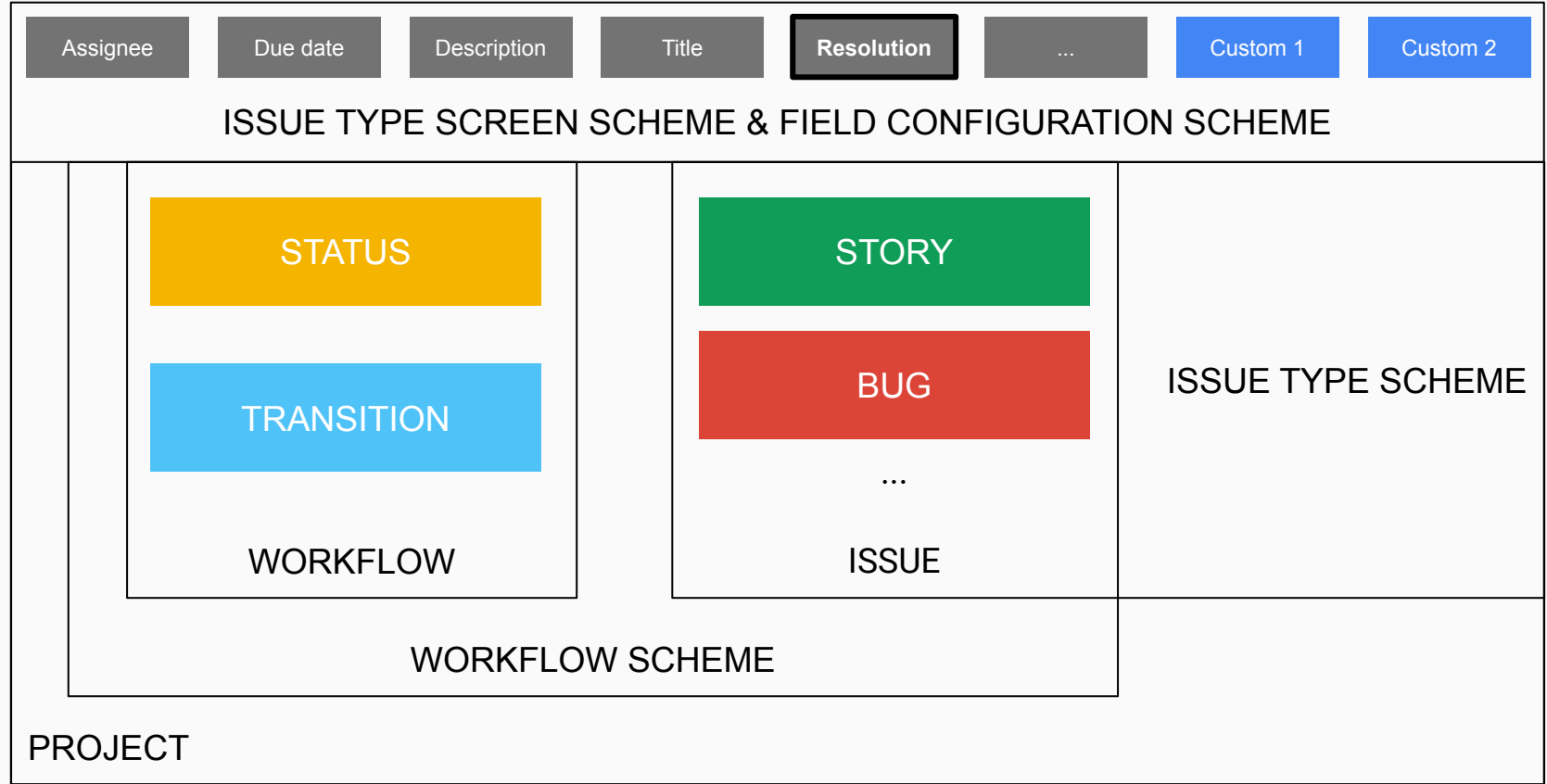
Karan Rai



# Roadmap

Setting Up	Planning Work	Estimation & Tracking	Productivity Tools	Best Practices
<b>Issues</b> <b>Workflows</b> <b>Screens</b>  Core Concepts & Project setup basics	<b>Backlog</b> <b>Versions</b> <b>Epics</b> <b>Stories</b>  Breaking down your work packets and organising them appropriately	<b>Estimates</b> <b>Reports</b>  Estimation best practices & essential tracking tools such as burndown, velocity, Control charts	<b>Navigating</b> <b>Analysis</b> <b>Code Integration</b>  Essential shortcuts, Filters and JQL, Smart commits	<b>TBD</b>    TBD

# Full picture



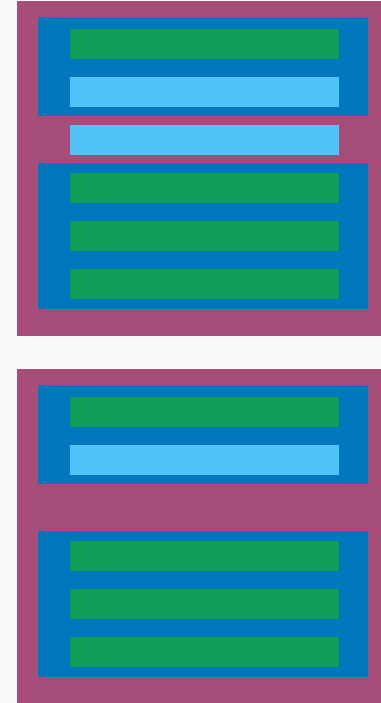
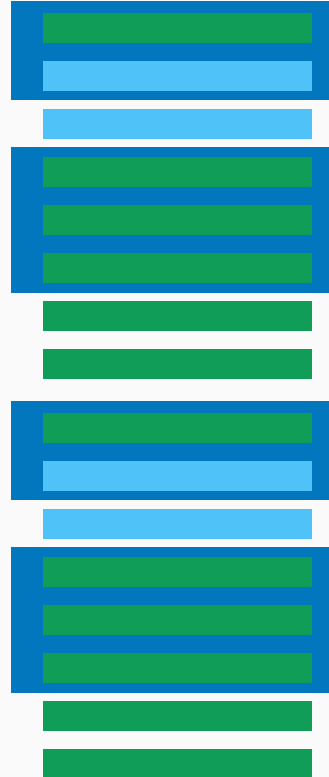
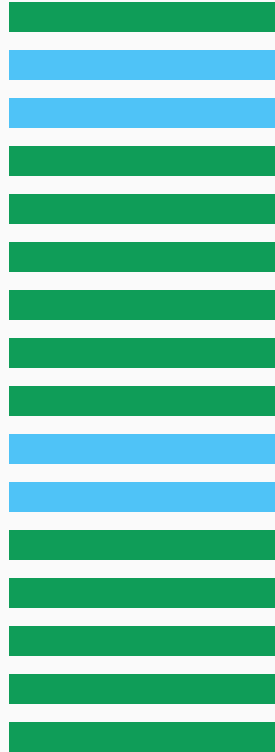
# Project lifecycle: Idea -> Stories -> Epics -> Versions

CONCEPT

STORIES

EPICS

VERSIONS



# Today

Setting Up	Planning Work	Estimation & Tracking	Productivity Tools	Best Practices
<b>Issues</b> <b>Workflows</b> <b>Screens</b>  Core Concepts & Project setup basics	<b>Backlog</b> <b>Versions</b> <b>Epics</b> <b>Stories</b>  Breaking down your work packets and organising them appropriately	<b>Estimates</b> <b>Reports</b>  Estimation best practices & essential tracking tools such as burndown, velocity, Control charts	<b>Navigating</b> <b>Analysis</b> <b>Code Integration</b>  Essential shortcuts, Filters and JQL, Smart commits	<b>TBD</b>  TBD

## Time based

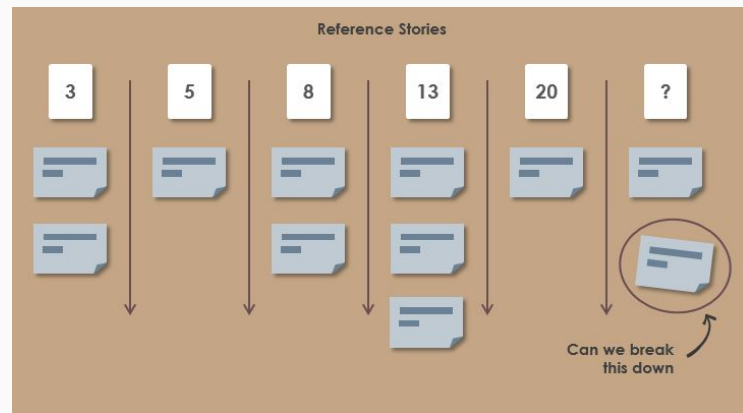
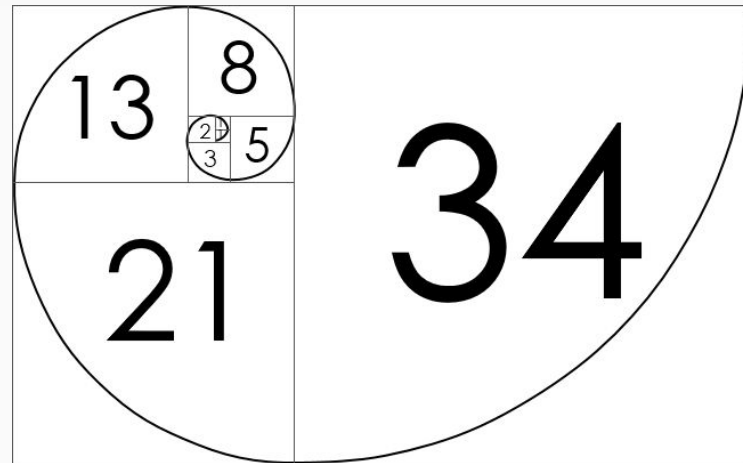
- Expert based
- COCOMO
- Bottom Up
- Top Down
- ...

## Complexity based

- Agile estimation

# Complexity estimation with Planning Poker

1. Check if story is ready for estimation
  - a. DOD, Acceptance criteria is ready
  - b. Design artifacts are prepared
  - c. Engineering discussion completed
2. Estimate story complexity in story points
  - a. Not bugs, tasks or sub tasks
  - b. Define baseline story
  - c. Entire team estimates (collective ownership)
  - d. Planning poker -> align estimates
3. Triangulate



# Story

JT-1

🔊 1 🔗 ...

As a unregistered user I should be able to register myself on the app so that I can use the features meant for registered users

📎 Attach 📋 Create subtask 🔗 Link issue 📄 Link Confluence page ...

## Description

Add a description...

## Activity

Show: **Comments** History Work log

KR

Add a comment...

Pro tip: press **M** to comment

To Do ▾

## Assignee

👤 Unassigned

## Reporter

KR Karan Rai

## Labels

None

## Priority

↑ Medium

## Story Points

None

## Original Estimate

0m

## Time tracking

🕒 No time logged

## Epic Link

None

## Components

None

## Sprint



# How does it look in JIRA

Projects / JIRA Training / JT board

## Settings for JT board

### SETTINGS

General

Columns

Swimlanes

Quick Filters

Card colors

Card layout

**Estimation**

Working days

Issue Detail View

### Estimation

Issues can be estimated when in the Backlog to get an idea of how much work is being committed to in a sprint. [Read more about estimation and tracking.](#)

Estimation Statistic

Story Points



Estimate issues in the Backlog by entering values for **Story Points**. Your velocity from sprint to sprint will be measured against these estimates.

Time Tracking

☒ None

Issues will burn down their **Story Points** value upon completion.

☐ Remaining Estimate and Time Spent

Track time against issues using Jira's **Remaining Estimate** and **Time Spent** fields.

# Reports

Projects / JIRA Training

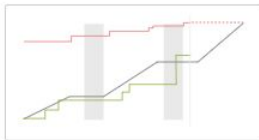
## All reports

### Agile



**Burndown Chart**

Track the total work remaining and project the likelihood of achieving the sprint goal. This helps your team manage its progress and respond accordingly.



**Burnup Chart**

Track the total scope independently from the total work done. This helps your team manage its progress and better understand the effect of scope change.



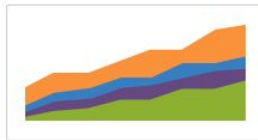
**Sprint Report**

Understand the work completed or pushed back to the backlog in each sprint. This helps you determine if your team is overcommitting or if there is excessive scope creep.



**Velocity Chart**

Track the amount of work completed from sprint to sprint. This helps you determine your team's velocity and estimate the work your team can realistically achieve in future sprints.



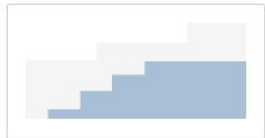
**Cumulative Flow Diagram**

Shows the statuses of issues over time. This helps you identify potential bottlenecks that need to be investigated.



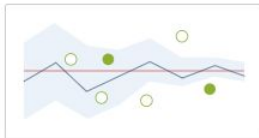
**Version Report**

Track the projected release date for a version. This helps you monitor whether the version will release on time, so you can take action if work is falling behind.



**Epic Report**

Understand the progress towards completing an epic over time. This helps you manage your team's progress by tracking the remaining incomplete/unestimated work.



**Control Chart**

Shows the cycle time for your product, version or sprint. This helps you identify whether data from the current process can be used to determine future performance.



**Epic Burndown**

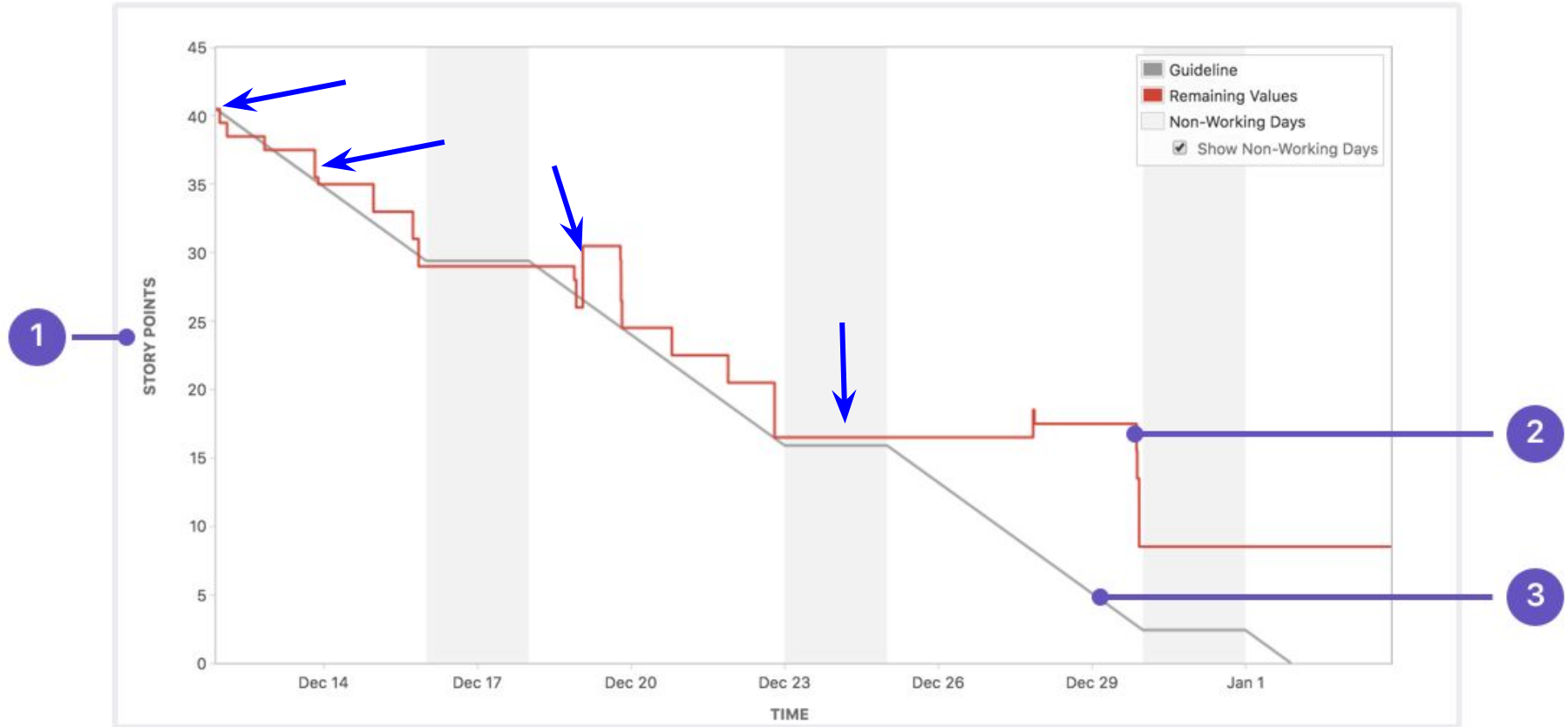
Track the projected number of sprints required to complete the epic (optimized for Scrum). This helps you monitor whether the epic will release on time, so you can take action if work is falling behind.



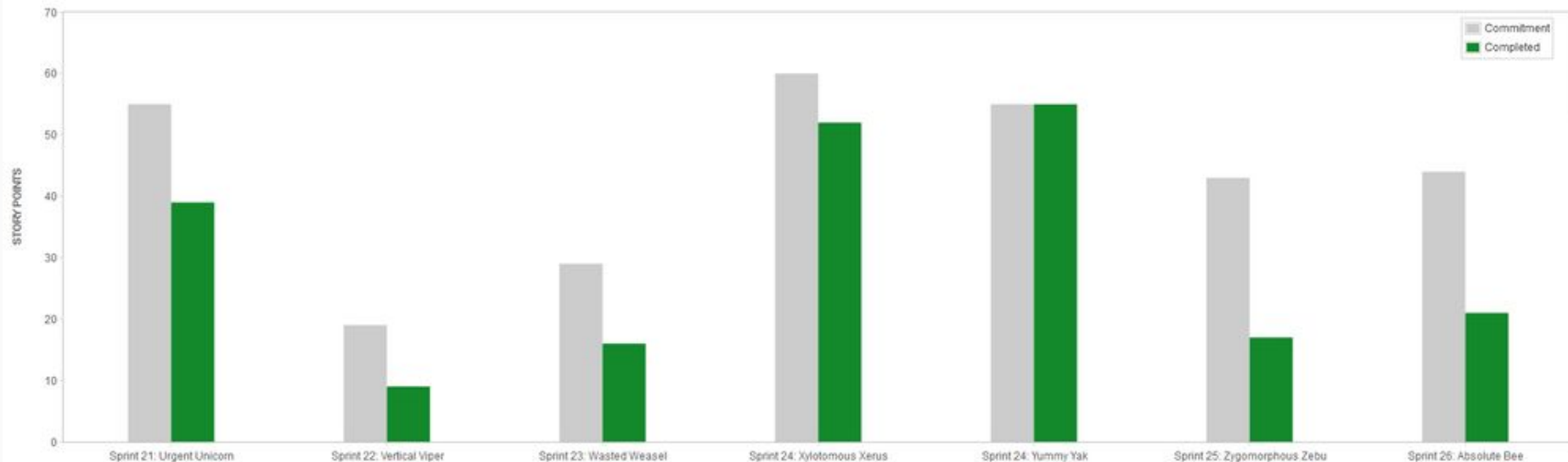
**Release Burndown**

Track the projected release date for a version (optimized for Scrum). This helps you monitor whether the version will release on time, so you can take action if work is falling behind.

# Burndown chart

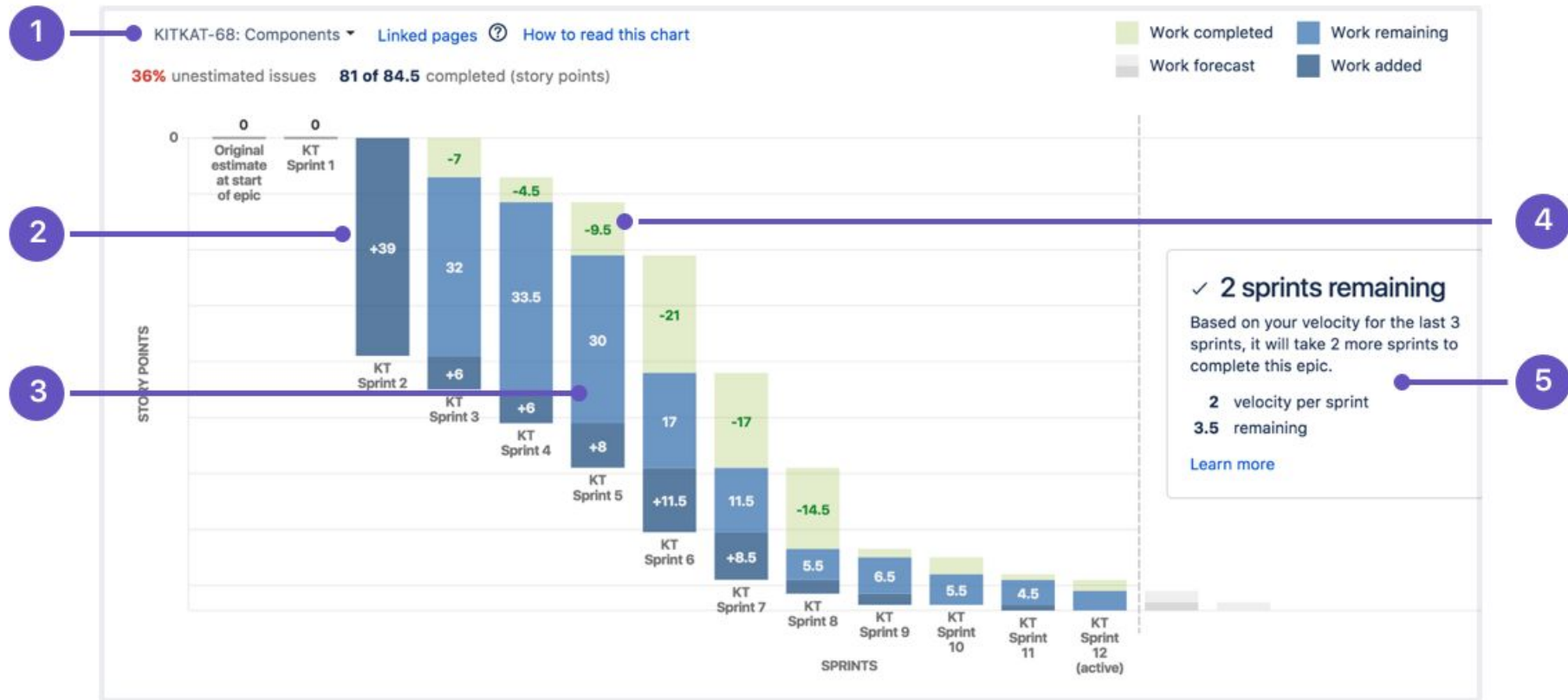


# Velocity chart



Sprint	Commitment	Completed
Sprint 21: Urgent Unicorn	55	39
Sprint 22: Vertical Viper	19	9
Sprint 23: Wasted Weasel	29	16
Sprint 24: Xylotomous Xerus	60	52
Sprint 24: Yummy Yak	55	55
Sprint 25: Zygomorphous Zebu	43	17
Sprint 26: Absolute Bee	44	21

# Epic burndown



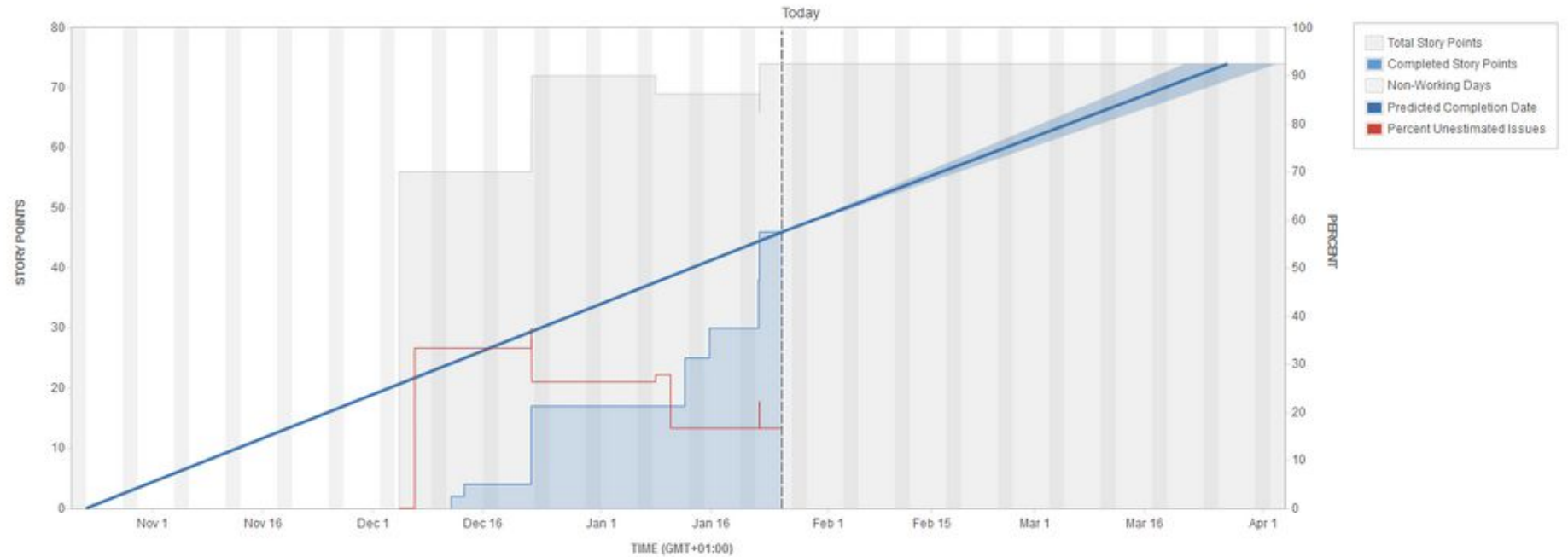
# Release burndown



# Version report

Start Date: 23/Oct/17  
Unreleased

[View F](#)



# Control chart



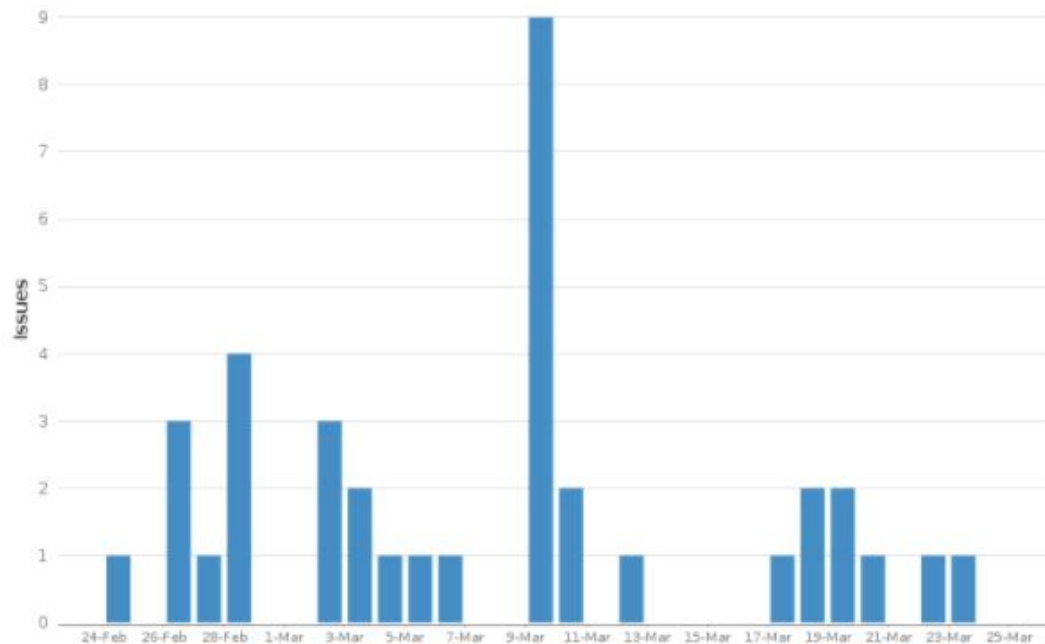


# Time since issues

## Time Since Issues Report

### Chart:

This chart shows the number of issues based on the **Created** field on a given date over the past 30 days.



# Reference

JIRA Documentation of reports:

<https://support.atlassian.com/jira-software-cloud/docs/track-and-analyze-your-teams-work-with-reports/>

Questions!

