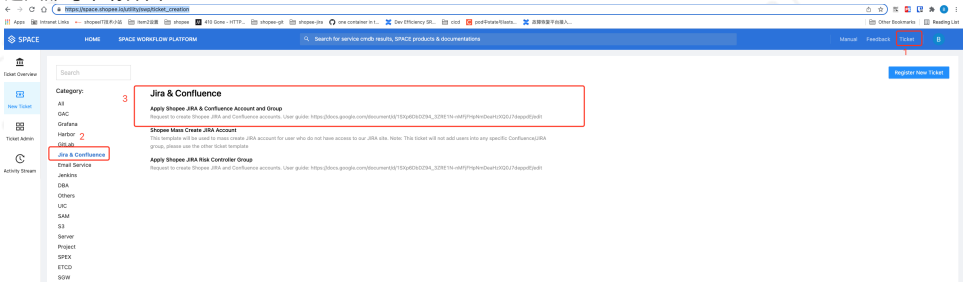


新员工Jira & Confluence 权限申请

已有Space 权限的员工步骤：

- 1. 进入space权限申请界面 https://space.shopee.io/utility/swp/ticket_creation
- 2. 进入账号申请界面



- 3. 具体信息咨询导师，根据部门来填写

Apply Shopee JIRA & Confluence Account and Group

Request to create Shopee JIRA and Confluence accounts. User guide: https://docs.google.com/document/d/1Sxp6DbDZ94_3ZRE1N-nMFjFHpNmDeaHzXQJ7deppdE/edit

* Email:

Select or Input Email

* Your Team:

Input your team or dep

* Your Team Lead:

Input your team leader's name or email

* Confluence Group:

Select the confluence group to access

Contact Ticket Admin

Cancel

Save Draft

Submit

- 4. 申请工单案例 eg:

Ticket SWP-135831 Apply Shopee JIRA & Confluence Account and Group

Clone

Details

Email:

xubinb@shopee.com

Your Team:

TechOps

Your Team Lead:

zhiheng.duan@shopee.com

Confluence Group:

com-shopee-dev-sz

Meta Data

Created At:

2022-01-12 14:25:10

Due At:

2022-01-19

Type:

Apply Shopee JIRA & Confluence Account and Group

Status:

Completed View Workflow

People

Applicant:

Xu Bin (徐斌)

Approvers:

Ray Jin

- 5. 等待申请，完成后即有jira confluence的用户