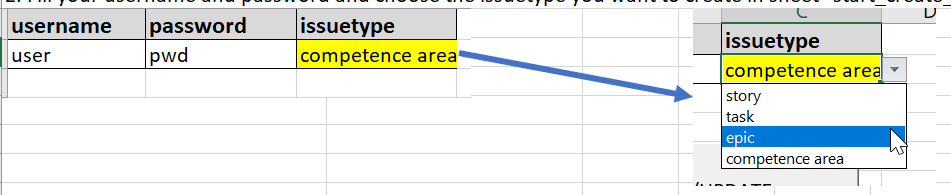
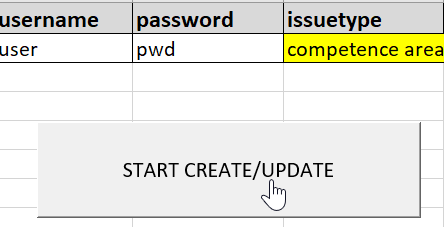
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **[Support Function]** |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Create/Update Story/Task/epic/competence area | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Note: competence area is NOT suggested to use currently, JIRA Server team has concern about this. | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **[How to use?]** |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. There are 4 types of data sheet: jira\_story, jira\_task, jira\_epic, jira\_competence\_area. Just fill the data to the sheet you want to create/update. | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| |  | | --- | |  | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sheet\_name** | **Desc** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_story | For create/update story | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_task | For create/update task | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_epic | For create/update epic | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_competence\_area | For create/update competence area | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| There are some fields which you can update for each sheet, not all the fields can be updated. | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sheet\_name** | **Editable Fields** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_story | assignee, labels, description, story\_point, estimation | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_task | assignee, labels, description, story\_point, estimation | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_epic | epic\_name, assignee, labels, description, start\_fb, end\_fb, story\_point, estimation | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| jira\_competence\_area | item\_id, activity\_type, assignee, labels, description, story\_point, estimation | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

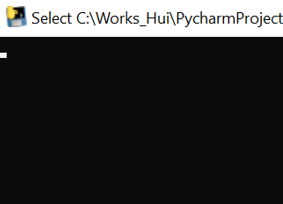
2. Fill your username and password and choose the issuetype you want to create in sheet "start\_create\_update"



3. Click the button "START CREATE/UPDATE" in sheet "start\_create\_update"



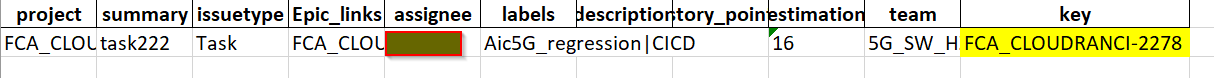
4. Wait until popup windows disappear, then everything is done!



5. A new file will be created and will be named with “jira\_timeslot” as below



In the file, you can check the new created issue’s key



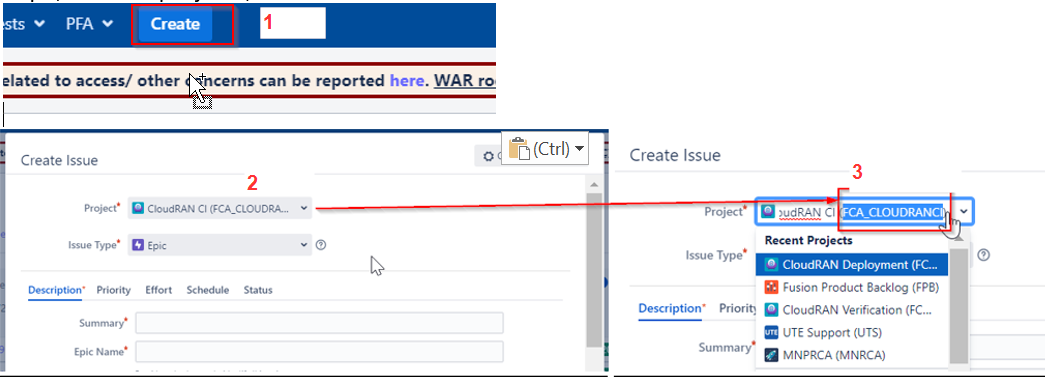
**[How to get key of fields’ values]**

There are some fields need key not the value, so we need to find the key firstly before fill data

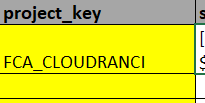
**project\_key**

Step1, Click “Create” button

Step2, Choose the project you want to create, for example “CloudRAN CI (FCA\_CLOUDRANCI)”, get the project\_key = “FCA\_CLOUDRANCI” and



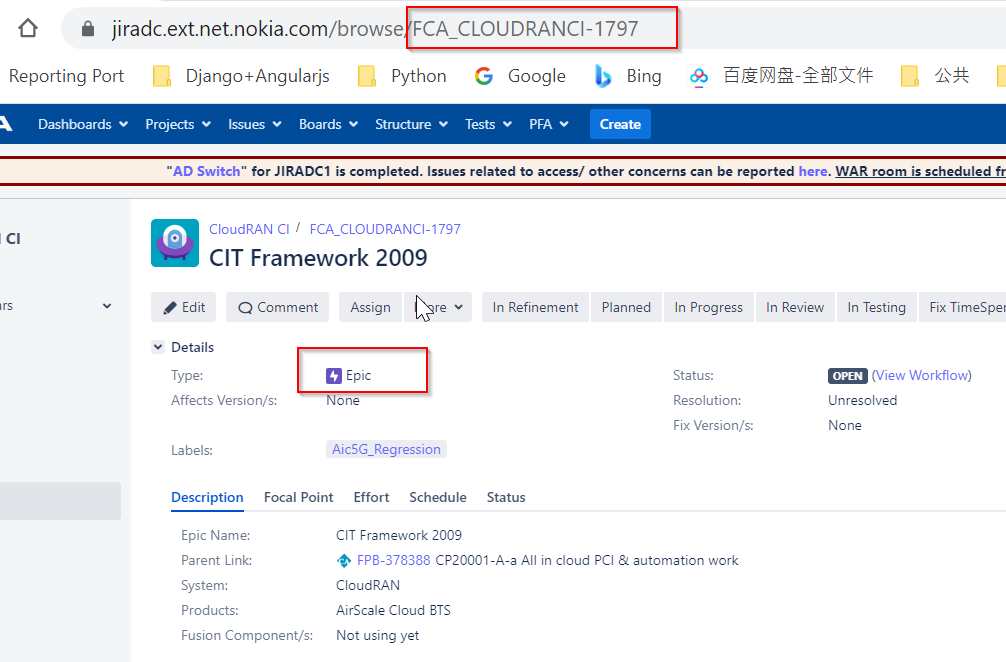
Step3: Fill project\_key into excel

****

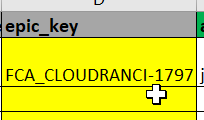
**epic\_key**

Step1: Get the epic from webpage that you want to create story/task under it.

Step2: Get epic\_key from the web link, for example, the below should be epic\_key= “FCA\_CLOUDRANCI-1797”

****

Step3: Fill the epic\_key into jira\_story/ jira\_task sheet

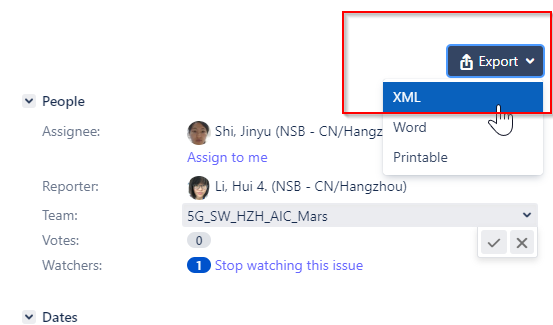


**team**

Step1: Find the “team” on story/task Jira issue page



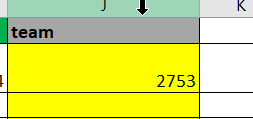
Step2: Click “Export” and choose “XML”



Step3: On the xml page, search keyword “team” and find below information, then get the team key is “2753”

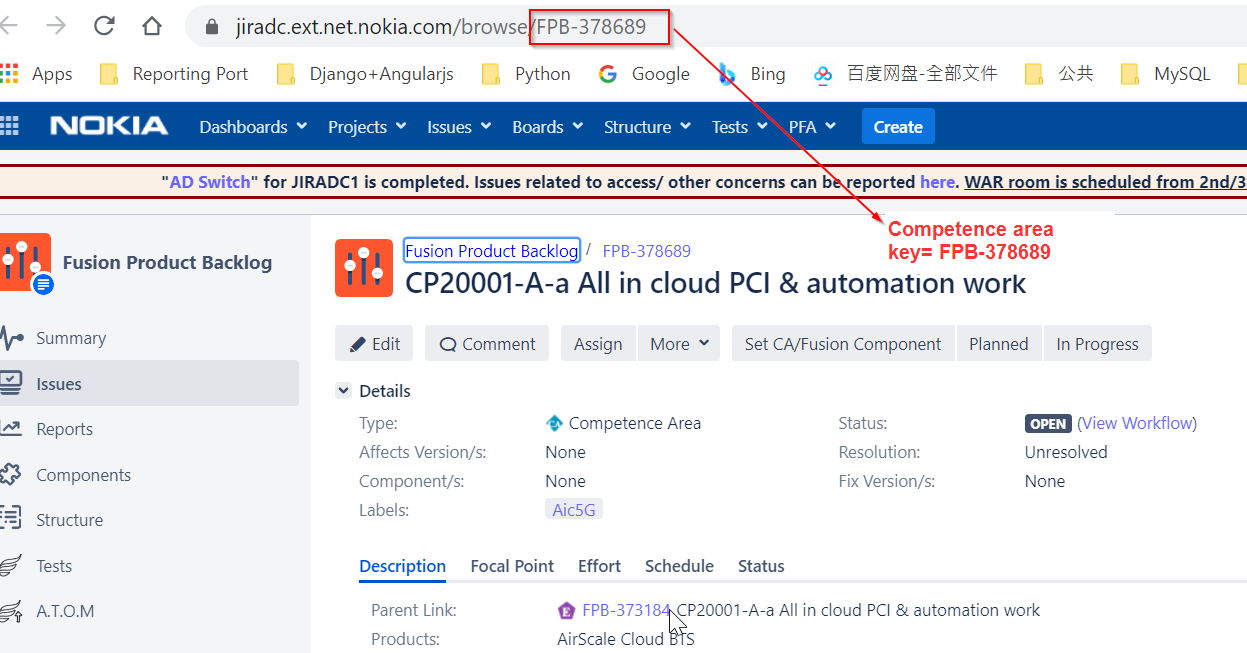


Step4: Fill team “2753” into excel

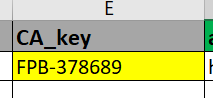


**CA\_key**

Step1: Go to specific competence area which you want to create epic under it, for example, below CA\_key is “FPB-378689”



Step2: Fill CA\_key = “FPB-378689” into sheet jira\_epic



**EI\_key**

Step1: Go to specific Entity Item which you want to create competence area under it, for example, below EI\_key is “FPB-373184”

