

Kanban Board Overview

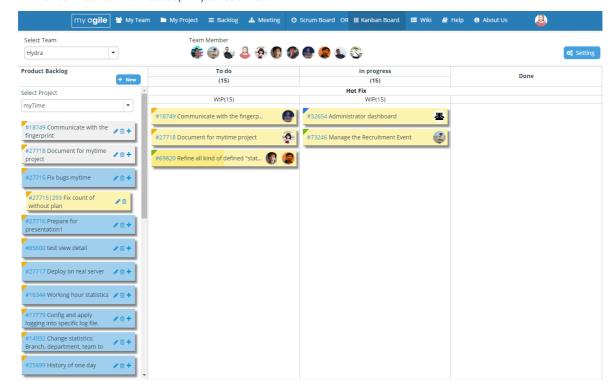
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Choose the "Kanban Board" to come the Kanban Board page

Kanban board:

- Do not have limit time(2 weeks/Sprint) like in Scrum.
- User/Team does not count total points for all Issues.
- Issues are added to Kanban whenever user wants (such as urgent Issue).
- Kanban has maximum Issues(WIP) for each field.



Product backlog column:

Gray user story: this user story has been moved to the kanban board

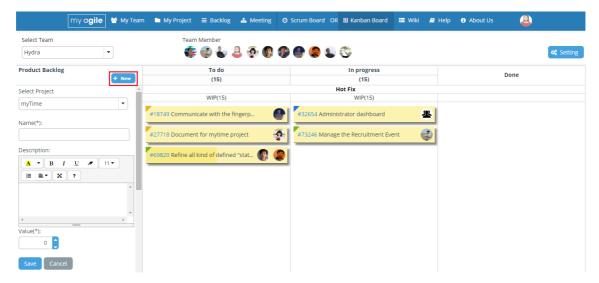
Blue user story: this user story has not been moved to the kanban board

Yellow task: this task is a subtask of user story

1. User story

a. Create user story

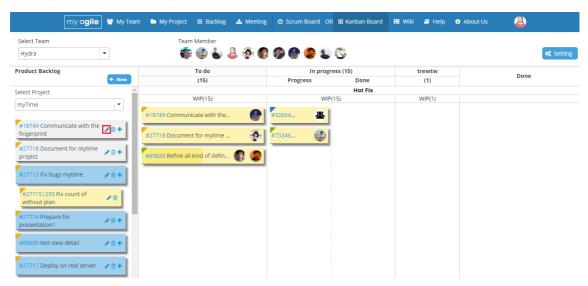
Click on "New" button and fill in the name, description and value of user story.



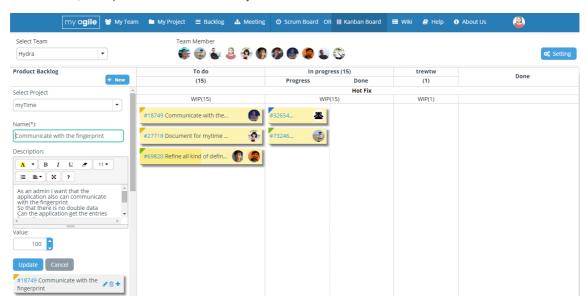
Click "Save".

b. Update user story

Click on pencil icon to show the update form



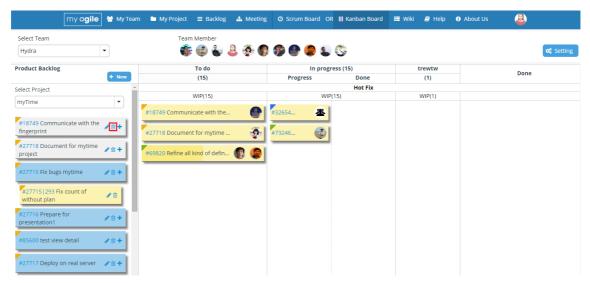
Edit the name, description and value of user story.



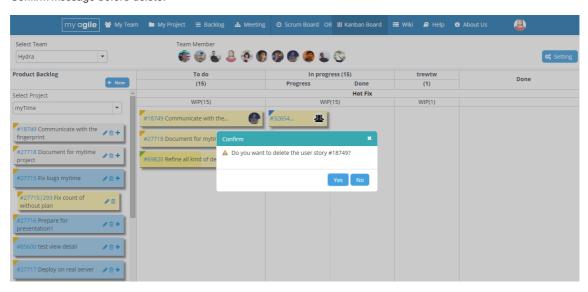
Click "Update".

c. Delete user story

Click on basket icon to delete this user story.

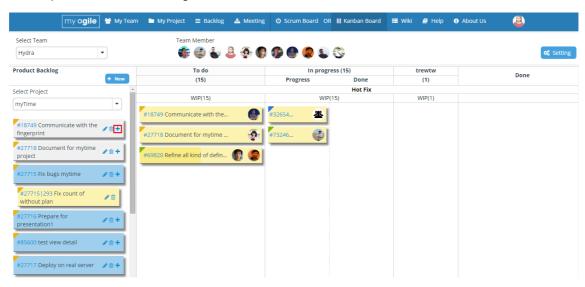


Confirm message before delete.

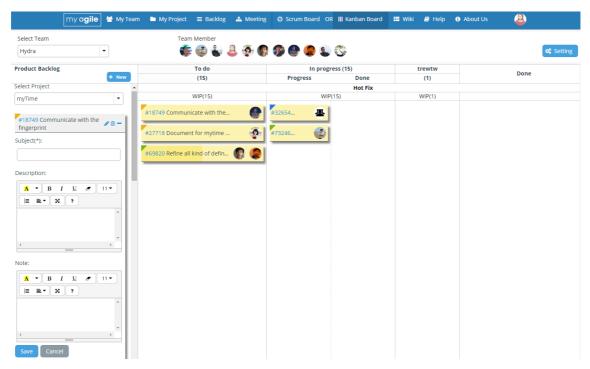


d. Create subtask for user story

Click on plus icon to show the adding form.



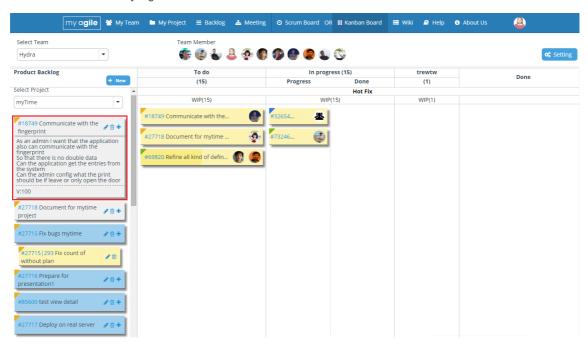
Fill in the subject, description and note of subtask.



Click "Save".

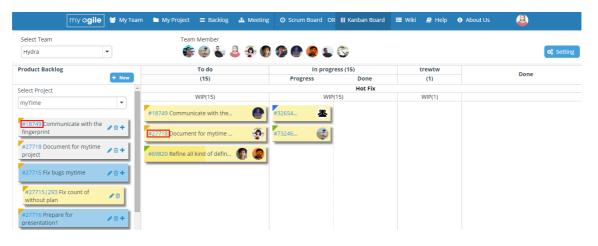
e. Overview user story

Double click on user story tag.



f. View details of user story

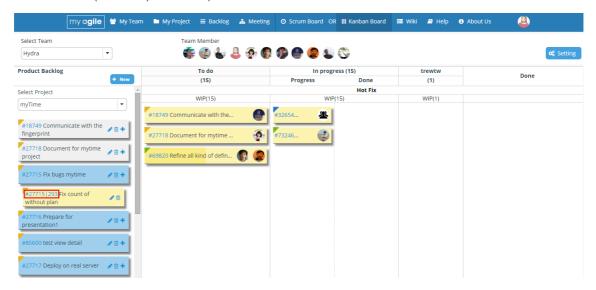
Click on the id of user story to view/edit details.



2. Subtask of user story

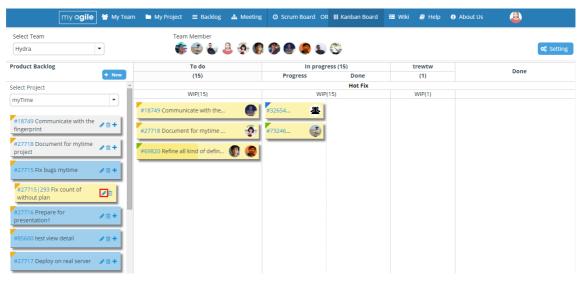
a. View details

Click on the link (Parent ID | SubTask ID) to view/edit details.

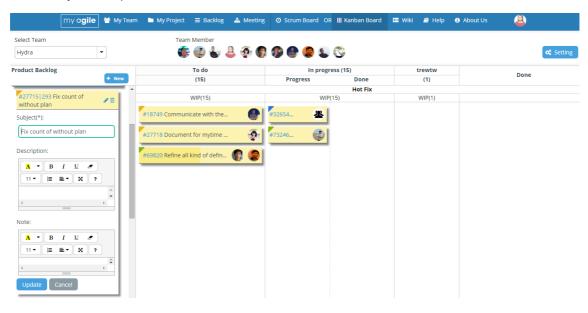


b. Update subtask

Click on pencil icon to show the update form.

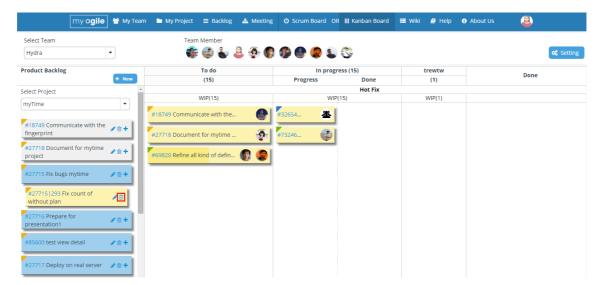


Edit the subject, description and note of subtask.

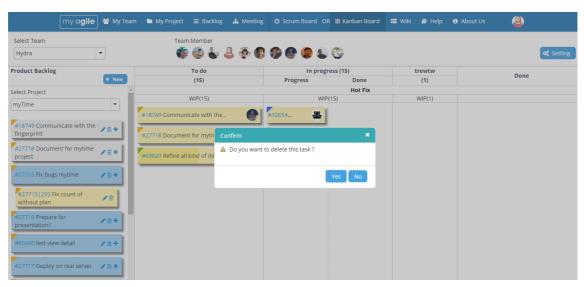


c. Delete subtask

Click on basket icon to delete this subtask.

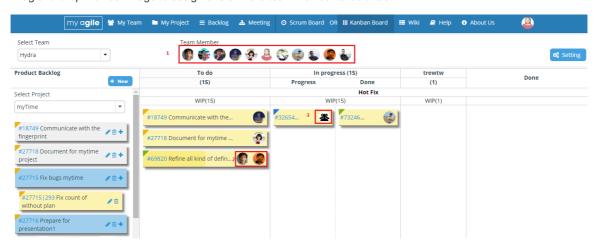


Confirm message before delete.



3. Assign task

Drag and drop member image to assign one or more team member to do a task.



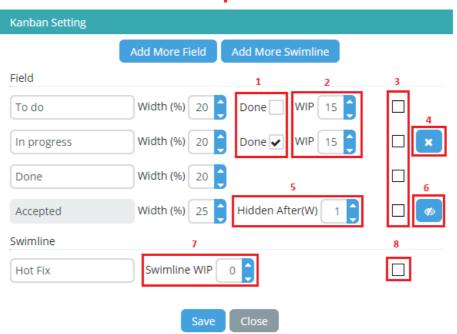
- 1. List team member
- 2. People do this task
- 3. The task is did by more than 3 people.

4. Setting

Click "Setting" button to open the setting panel



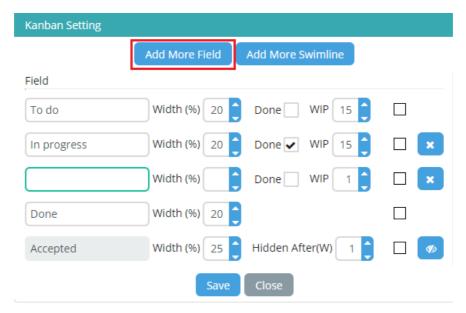




- 1. Check the box: separate column to two sub columns (progress and done).
- 2. WIP (work in progress limit): maximum user story in a field.
- 3. Change the color of column header.
- 4. Delete column.
- 5. Hidden tasks in accepted column after some weeks.
- 6. Show/hide column.
- 7. Task limitation in a swimline. If this value is zero, the swimline WIP will be WIP value of each column.
- 8. Change color of swimline.

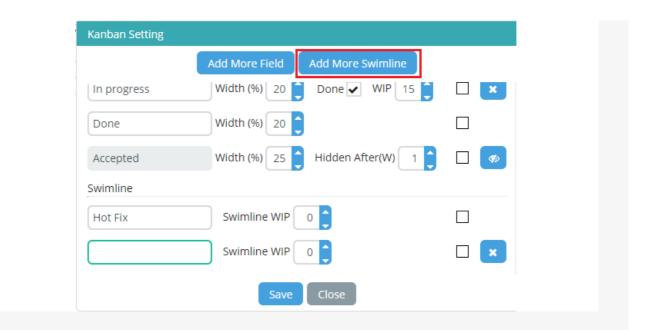
a. Add more column for kanban board

Click "Add More Field" button and fill in a name of column.



b. Add more Swimline

Click "Add More Swimline" button and fill in a name of swimline.



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