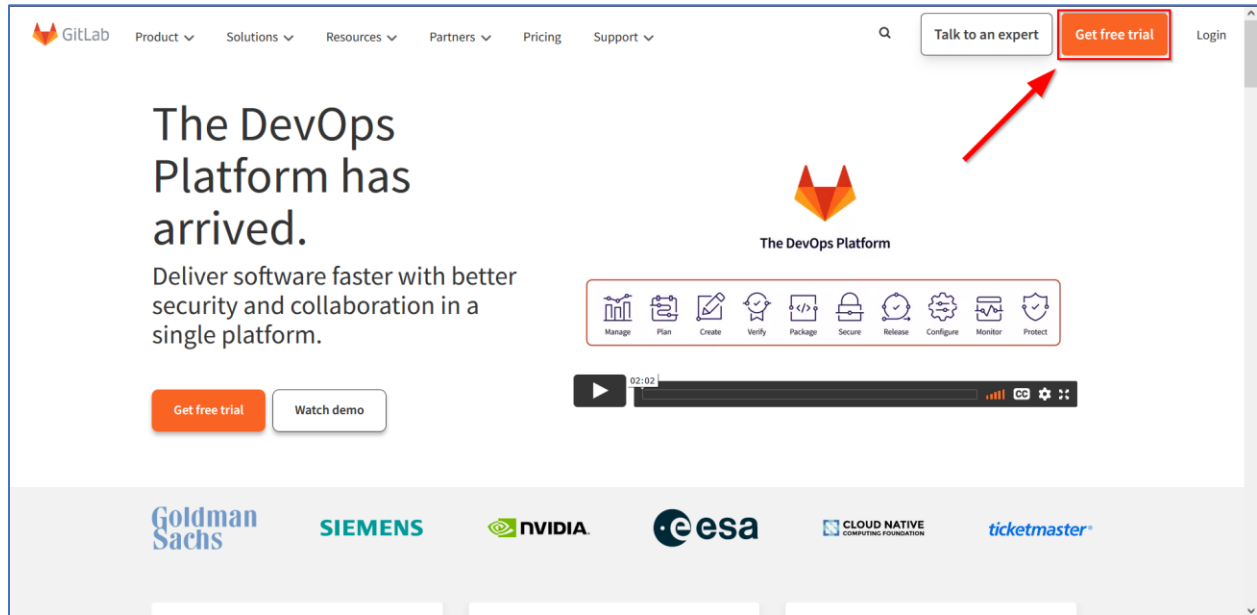
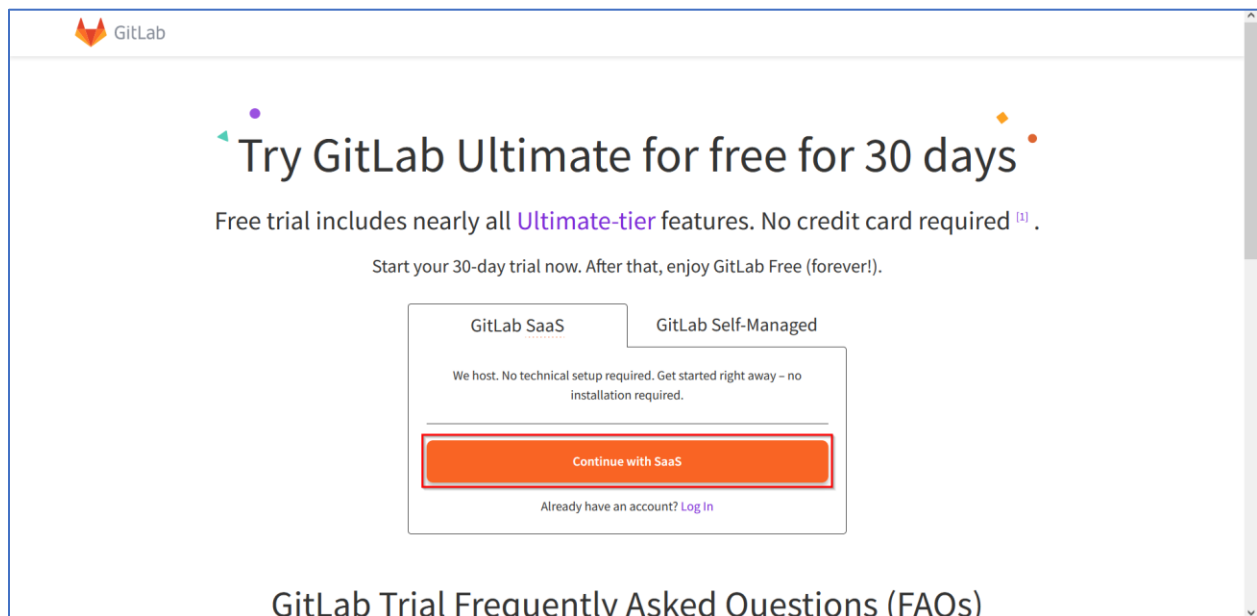


How to: Create GitLab free trial

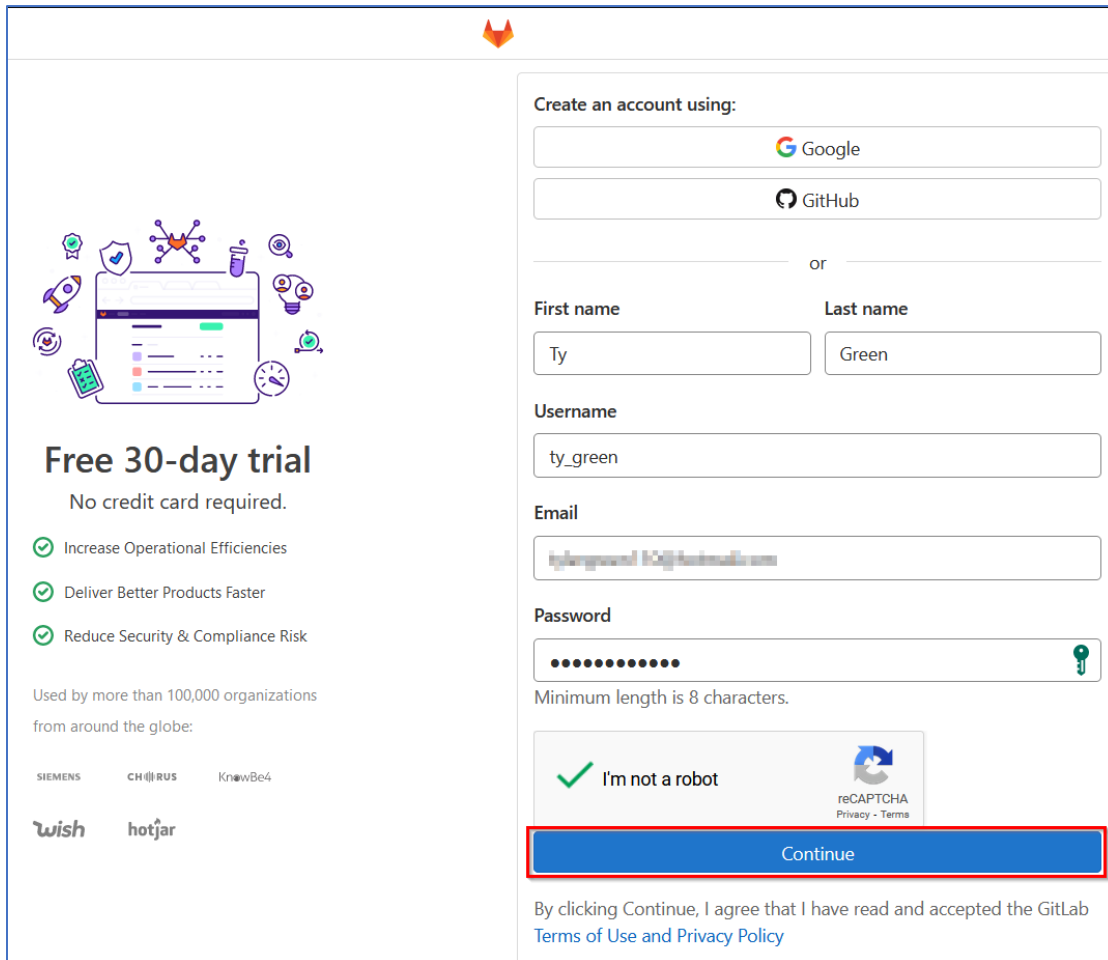
Navigate to <https://about.gitlab.com/> in your web browser. Click the **Get free trial** button:



On the following page, click the **Continue with SaaS** button:



Fill out the required fields in the registration form. Click the **Continue** button:



The registration form for GitLab is displayed. On the left, there is a section titled "Free 30-day trial" with the subtext "No credit card required." Below this, three benefits are listed with green checkmarks: "Increase Operational Efficiencies", "Deliver Better Products Faster", and "Reduce Security & Compliance Risk". It also states "Used by more than 100,000 organizations from around the globe:" and lists logos for SIEMENS, CH@IRUS, KnowBe4, wish, and hotjar. On the right, the "Create an account using:" section offers options for Google and GitHub. Below this, the "or" separator is followed by fields for "First name" (Ty) and "Last name" (Green). The "Username" field contains "ty_green". The "Email" field contains "tylengreen111@gmail.com". The "Password" field is masked with dots, and a key icon is visible on the right. Below the password field, it states "Minimum length is 8 characters." A reCAPTCHA "I'm not a robot" checkbox is checked. At the bottom, a blue "Continue" button is highlighted with a red border. Below the button, a disclaimer states: "By clicking Continue, I agree that I have read and accepted the GitLab Terms of Use and Privacy Policy".

Create an account using:

Google

GitHub

or

First name Last name

Ty Green

Username

ty_green

Email

tylengreen111@gmail.com

Password

Minimum length is 8 characters.

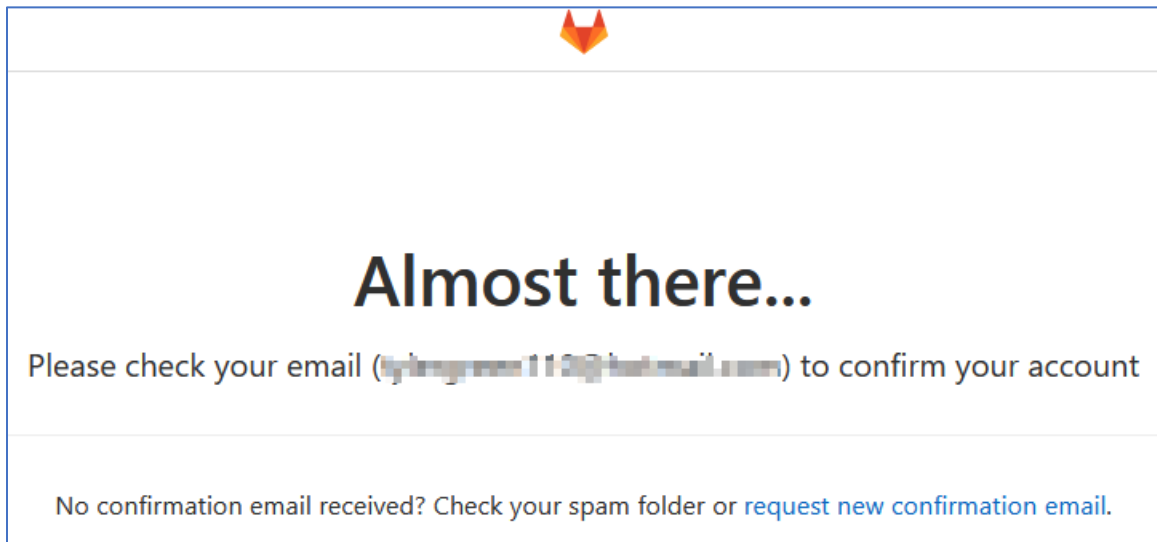
I'm not a robot

reCAPTCHA Privacy - Terms

Continue

By clicking Continue, I agree that I have read and accepted the GitLab Terms of Use and Privacy Policy

Navigate to the inbox of the email used to register to confirm your GitLab account:



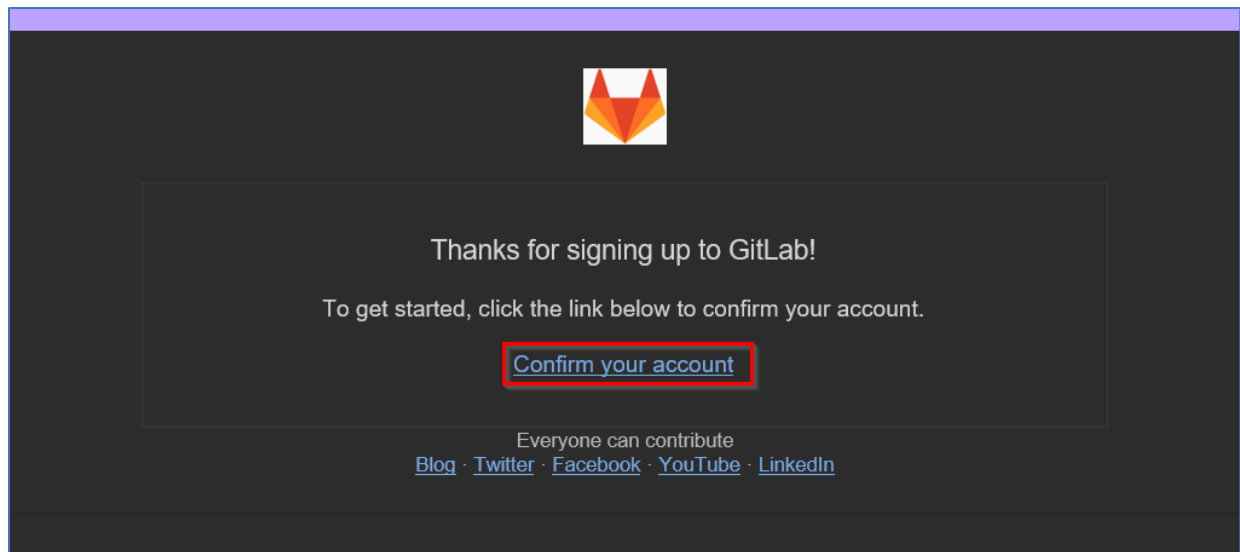
The confirmation screen is displayed. It features the GitLab logo at the top. The main heading is "Almost there...". Below this, it says "Please check your email (tylengreen111@gmail.com) to confirm your account". At the bottom, it states "No confirmation email received? Check your spam folder or [request new confirmation email.](#)".

Almost there...

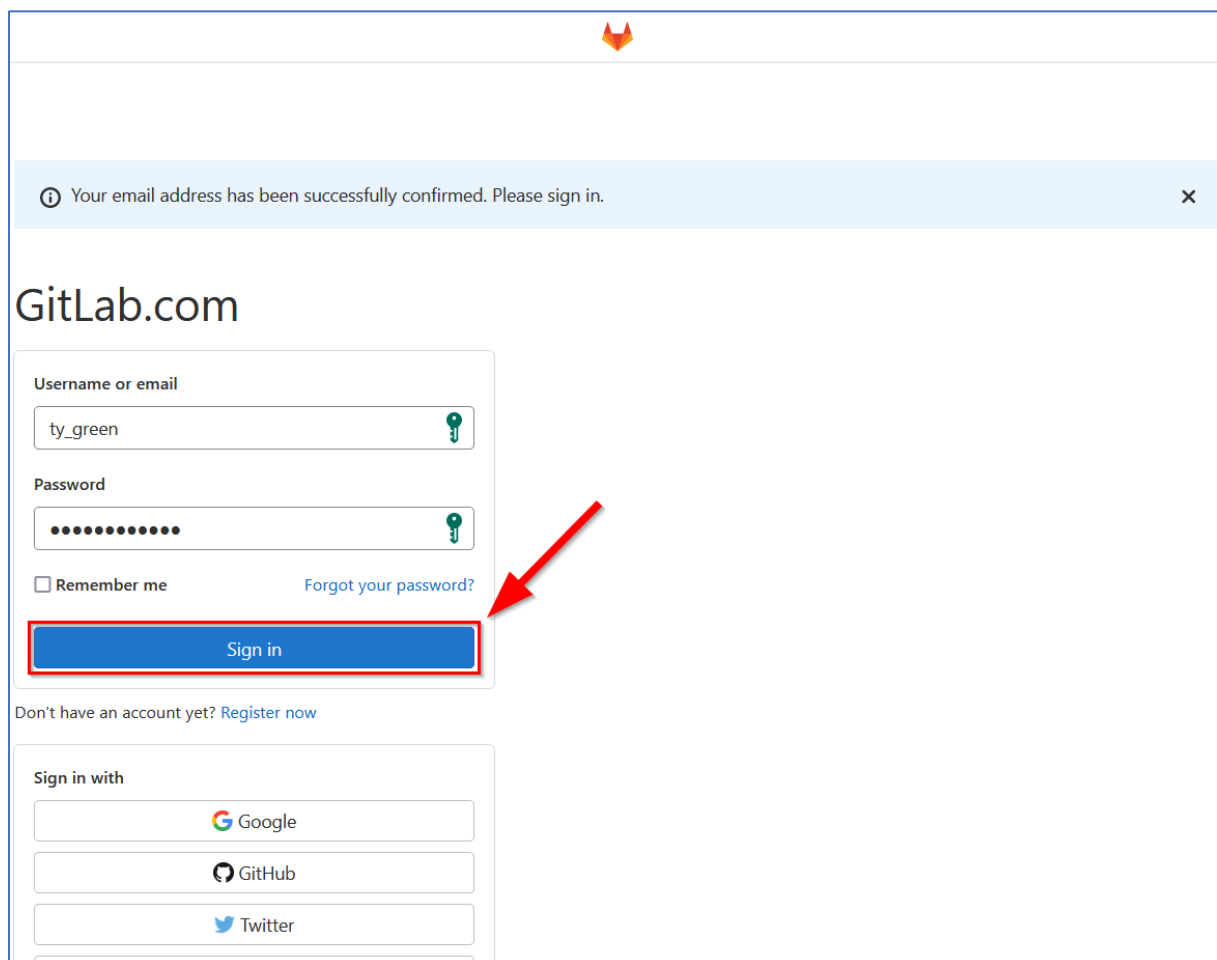
Please check your email (tylengreen111@gmail.com) to confirm your account

No confirmation email received? Check your spam folder or [request new confirmation email.](#)


In the email you receive, click the **Confirm your account** link:



You will be redirected to the sign-in page. Click the **Sign in** button:



Fill out the following preferences according to your needs. Click the **Continue** button:



**Welcome to GitLab,
Ty!**

To personalize your GitLab experience, we'd like to know a bit more about you.
We won't share this information with anyone.

Role

Software Developer ▼

I'm signing up for GitLab because:

I want to explore GitLab to see if it's worth switching to ▼

Who will be using this GitLab trial?


☐ My company or team ☒ Just me

Email updates (optional)

☐ I'd like to receive updates about GitLab via email

Continue

Fill out the fields in the following form. Click the **Continue** button:



First name

Ty

Last name

Green

Company name

NSCC

Number of employees

10,000 + ▼

Telephone number

709-221-1111

Allowed characters: +, 0-9, -, and spaces.

How many users will be evaluating the trial?

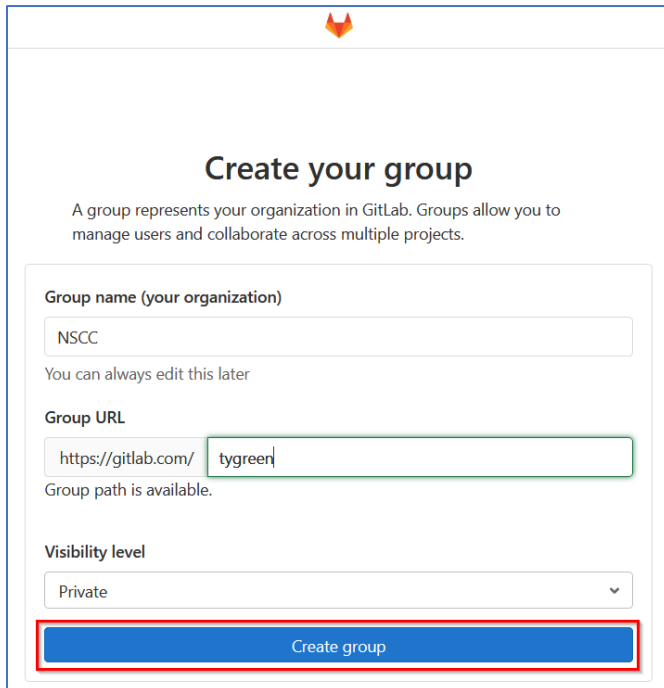
1 ▼


Country

Canada ▼

Continue

Complete the following “Create your group” form. Click the **Create Group** button:





Create your group

A group represents your organization in GitLab. Groups allow you to manage users and collaborate across multiple projects.

Group name (your organization)

NSCC

You can always edit this later

Group URL

https://gitlab.com/ tygreen

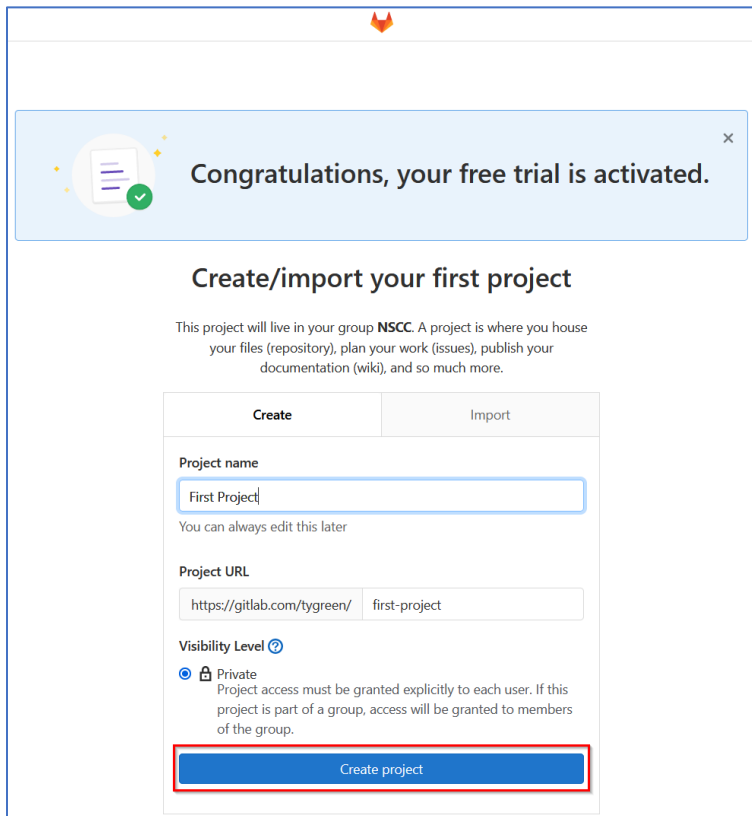
Group path is available.


Visibility level


Private

Create group

Create a name for your first project. Click the **Create Project** button:





 **Congratulations, your free trial is activated.** ×

Create/import your first project

This project will live in your group **NSCC**. A project is where you house your files (repository), plan your work (issues), publish your documentation (wiki), and so much more.

Create **Import**

Project name

First Project

You can always edit this later

Project URL

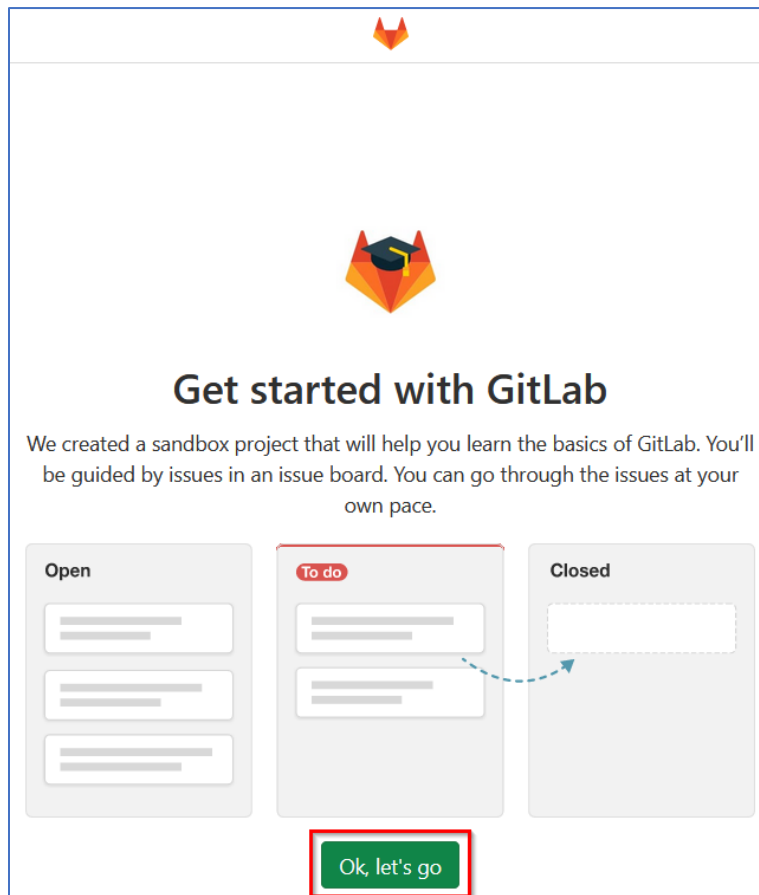
https://gitlab.com/tygreen/ first-project

Visibility Level ⓘ

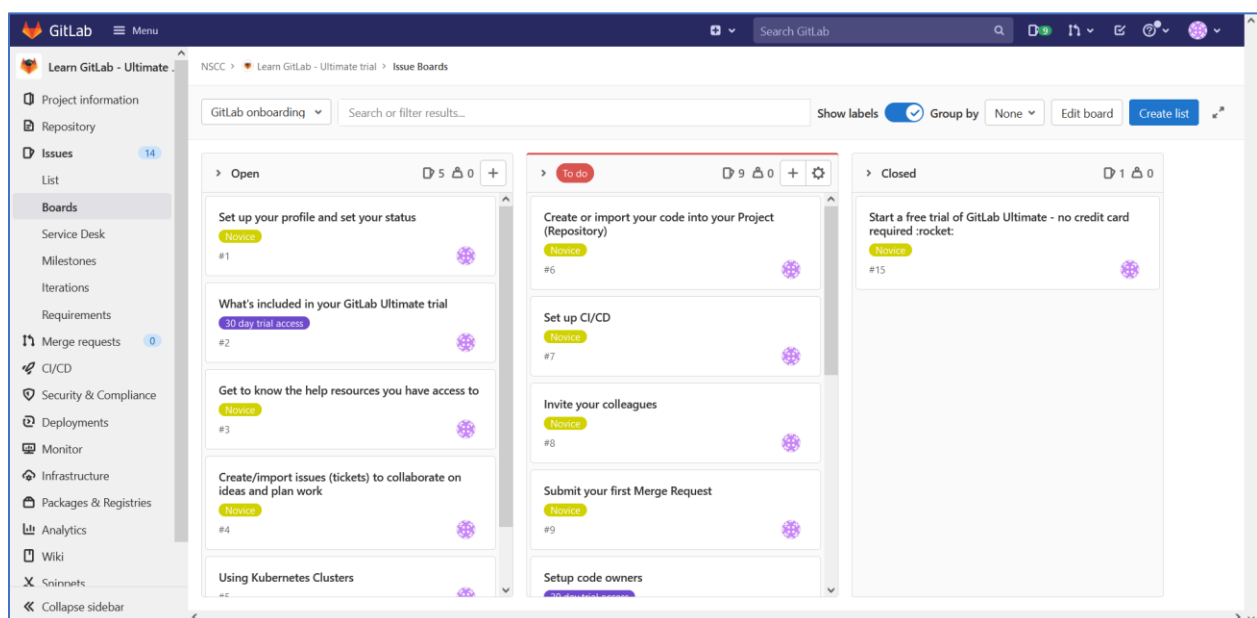
☒ Private
Project access must be granted explicitly to each user. If this project is part of a group, access will be granted to members of the group.

Create project

On the following page, click the **Ok, let's go** button:

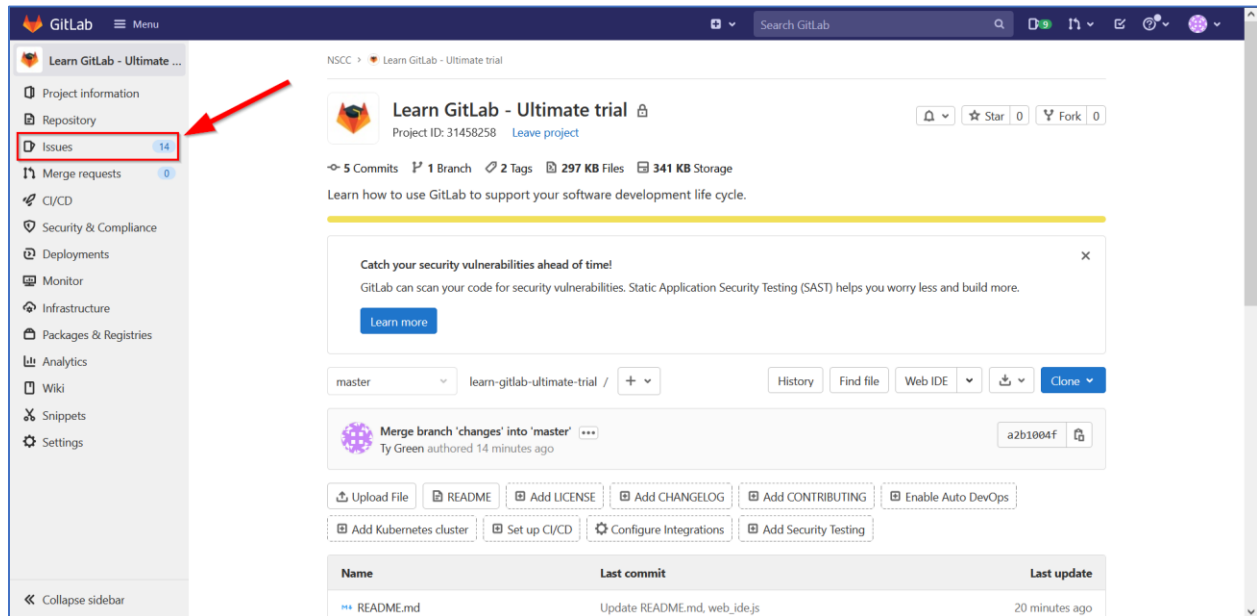


You will be redirected to your project's dashboard:

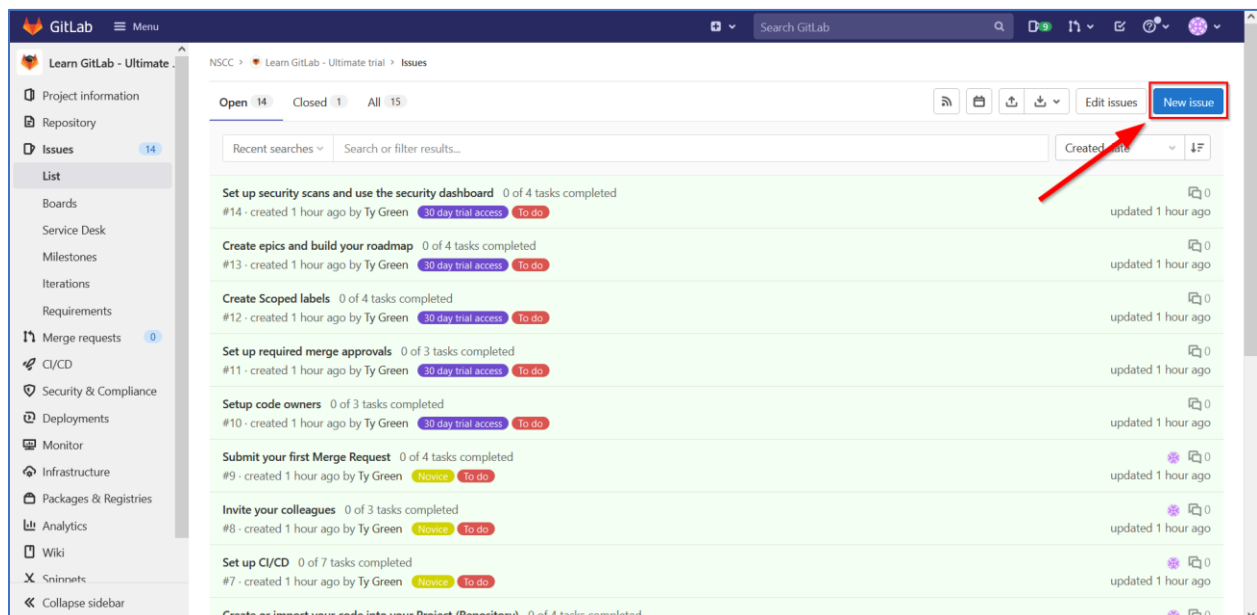


How to: Create an issue in your GitLab project

In the left-hand menu, click **Issues**:



Click the **New issue** button:



Create a title and description for the issue. Check the box to the left of **This issue is confidential and should only be visible to team members with at least Reporter access**. Assign the issue by selecting an assignee from the drop-down list:

NSCC > Learn GitLab - Ultimate trial > Issues > New

New Issue

Title Readme content seems a bit too silly

Add [description templates](#) to help your contributors communicate effectively!

Type Issue

Description

Write Preview

This joke about a todo list isn't very funny, this is a serious course, write a better readme! @ty_green

Markdown and quick actions are supported [Attach a file](#)

☒ This issue is confidential and should only be visible to team members with at least Reporter access.

Assignees Ty Green

Weight Enter a number

Epic Select epic

Due date Select due date

Milestone Milestone

Create a new label for the issue by clicking the Labels drop-down, then select **Create project label**:

Description

Write Preview

This joke about a todo list isn't very funny, this is a serious course, write a better readme! @ty_green

Markdown and quick actions are supported [Attach a file](#)

☒ This issue is confidential and should only be visible to team members with at least Reporter access.

Assignees Ty Green

Weight Enter a number

Epic Select epic

Due date Select due date

Milestone Milestone

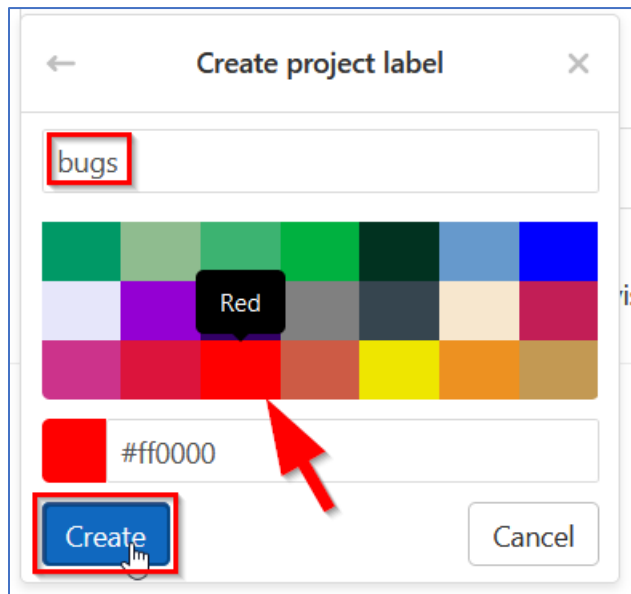
Labels Labels

Select label

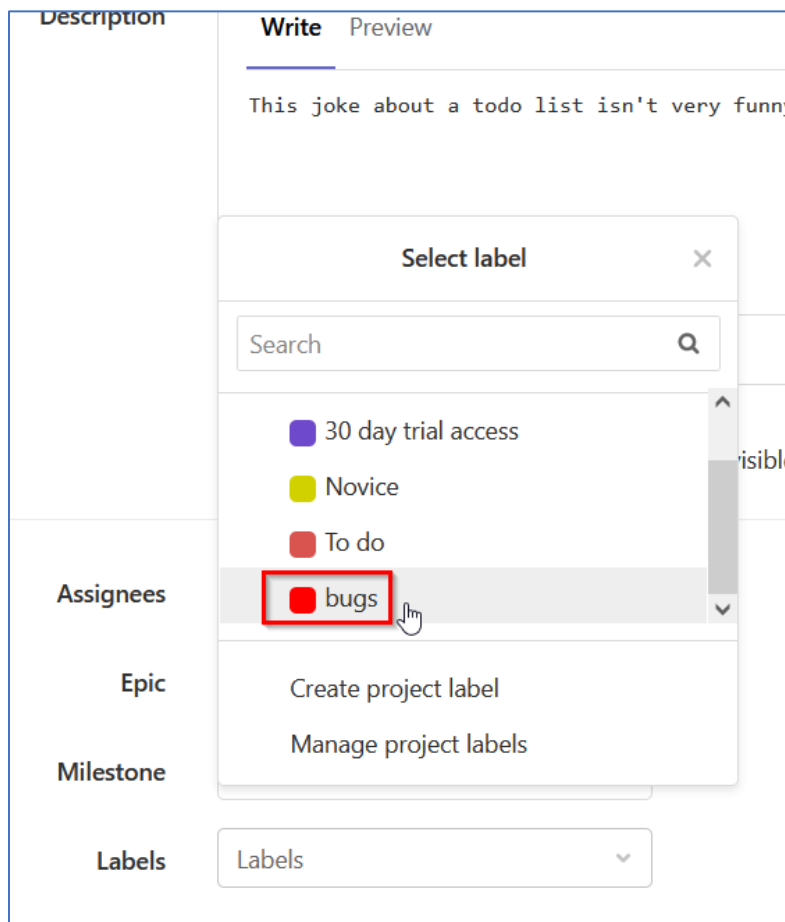
- No label
- 30 day trial access
- Novice
- To do
- Create project label**
- Manage project labels

Create issue Cancel

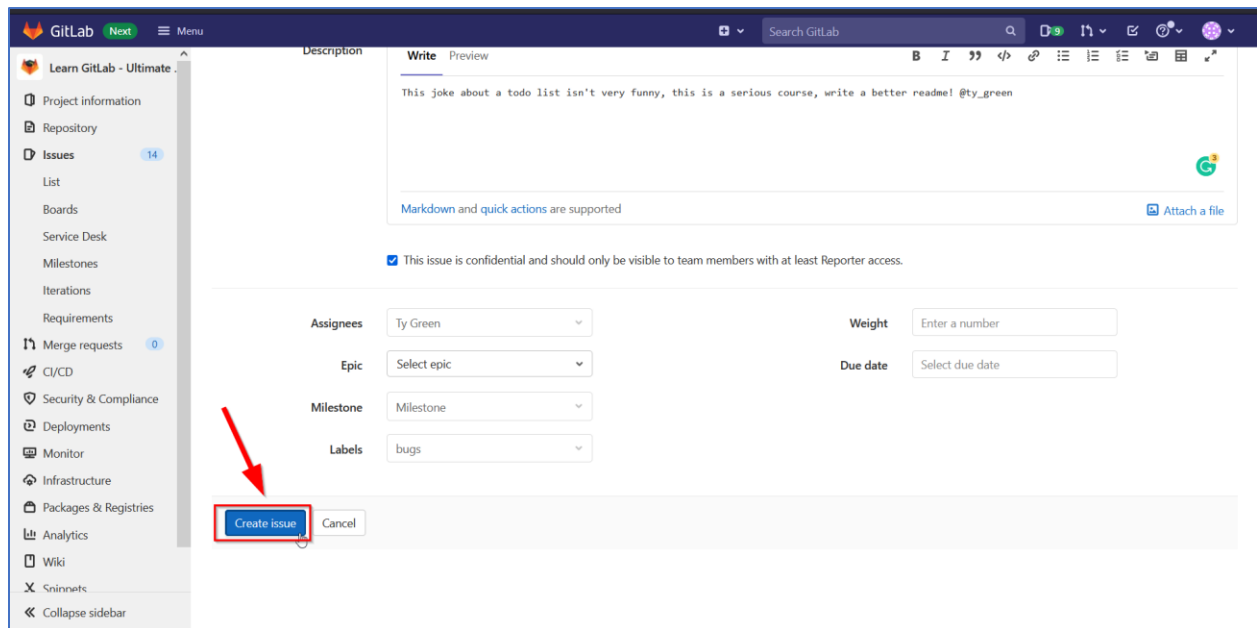
Create a title and select a colour for the label. Click the **Create** button:



You can now assign the new label to the issue by selecting it:



Finish by clicking the **Create issue** button:



GitLab

Learn GitLab - Ultimate

Project information

Repository

Issues 14

List

Boards

Service Desk

Milestones

Iterations

Requirements

Merge requests 0

CI/CD

Security & Compliance

Deployments

Monitor

Infrastructure

Packages & Registries

Analytics

Wiki

Snippets

Collapse sidebar

Description

Write Preview

This joke about a todo list isn't very funny, this is a serious course, write a better readme! @ty_green

Markdown and quick actions are supported

Attach a file

☒ This issue is confidential and should only be visible to team members with at least Reporter access.

Assignees Ty Green

Epic Select epic

Milestone Milestone

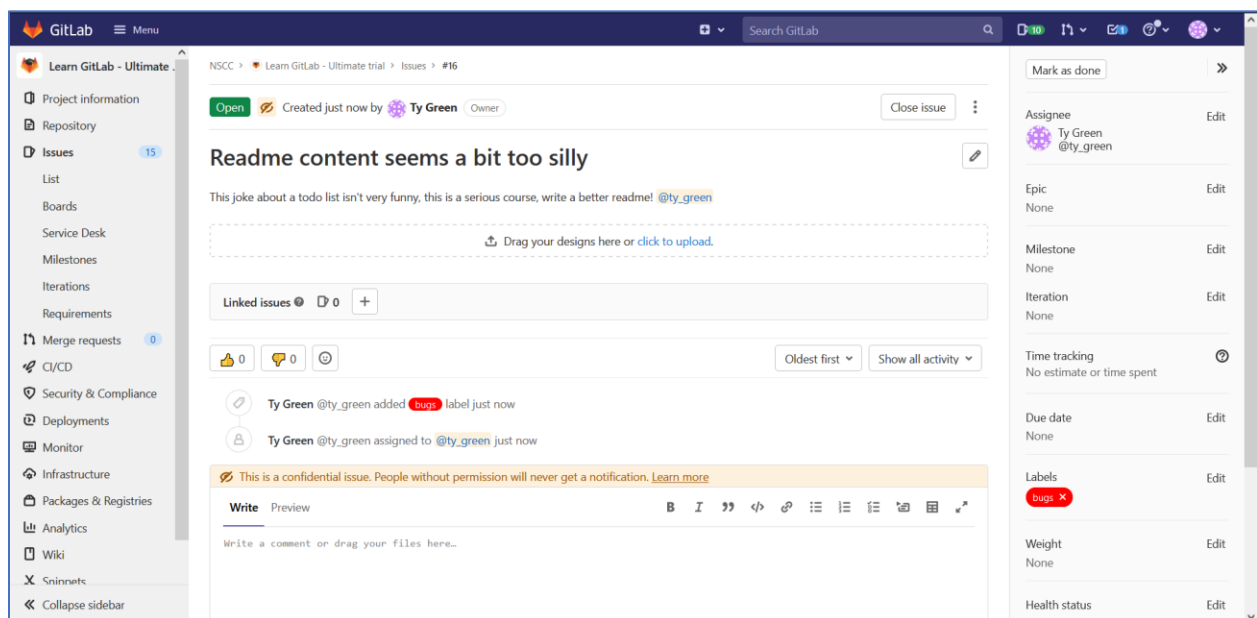
Labels bugs

Weight Enter a number

Due date Select due date

Create issue Cancel

Done! You will be redirected to the issue's summary page:



GitLab

Learn GitLab - Ultimate

Project information

Repository

Issues 15

List

Boards

Service Desk

Milestones

Iterations

Requirements

Merge requests 0

CI/CD

Security & Compliance

Deployments

Monitor

Infrastructure

Packages & Registries

Analytics

Wiki

Snippets

Collapse sidebar

NSCC > Learn GitLab - Ultimate trial > Issues > #16

Open Created just now by Ty Green Owner

Close issue

Readme content seems a bit too silly

This joke about a todo list isn't very funny, this is a serious course, write a better readme! @ty_green

Drag your designs here or click to upload.

Linked issues 0 +

0 0

Oldest first Show all activity

Ty Green @ty_green added bugs label just now

Ty Green @ty_green assigned to @ty_green just now

This is a confidential issue. People without permission will never get a notification. Learn more

Write Preview

Write a comment or drag your files here...

Mark as done

Assignee Ty Green @ty_green Edit

Epic None Edit

Milestone None Edit

Iteration None Edit

Time tracking No estimate or time spent

Due date None Edit

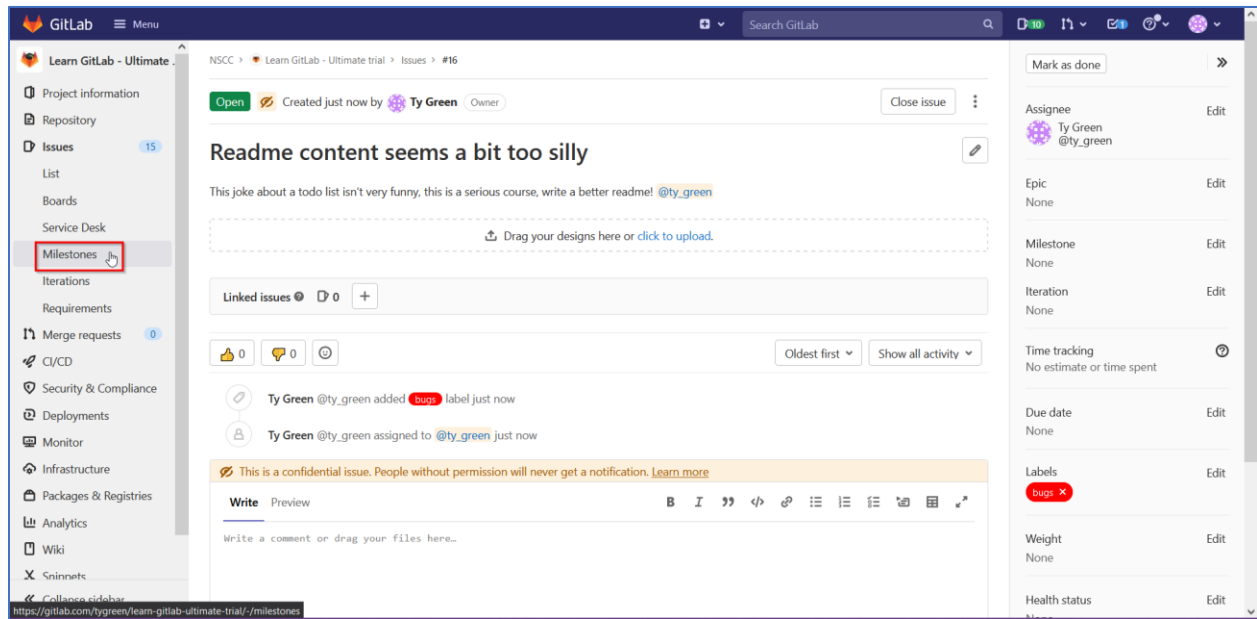
Labels bugs Edit

Weight None Edit

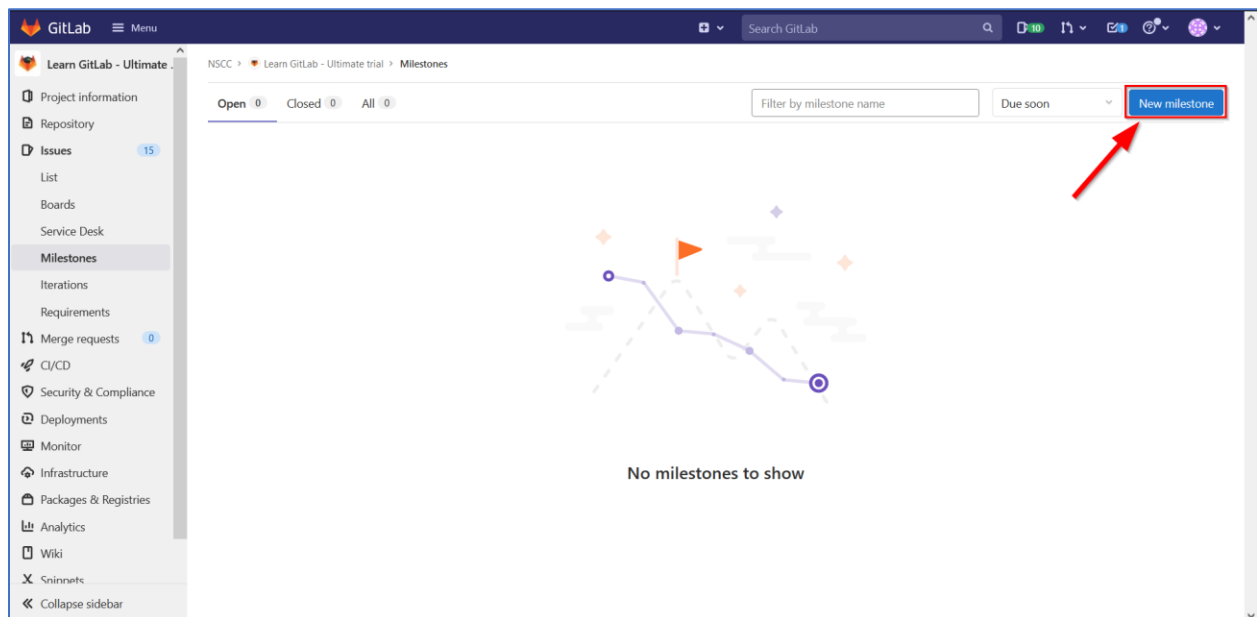
Health status Edit

How to: Create a milestone in your GitLab project

In the left-hand menu under the Issues tab, click **Milestones**:



On the Milestones page, click the **New milestone** button:



Create a title for the milestone, then click the **Create milestone** button:

NSCC > Learn GitLab - Ultimate trial > Milestones > New

New Milestone

Title

Start Date Due Date
[Clear start date](#) [Clear due date](#)

Description

Write [Preview](#)

B **I** **”** **</>** **🔗** **☰** **☰** **☰** **📎** **📄** **🔍**

Write milestone description...

Markdown is supported [Attach a file](#)

Create milestone [Cancel](#)

Success! You will be redirected to your new milestone's dashboard:

GitLab Menu

NSCC > Learn GitLab - Ultimate trial > Milestones > New UI

Open Milestone [Edit](#) [Promote](#) [Close milestone](#) [Delete](#)

New UI

Burndown chart

View your milestone's progress as a burndown chart. Add both a start and a due date to this milestone and the chart will appear here, always up-to-date.

[Add start and due date](#)

[Assign some issues to this milestone.](#)

Issues 0 **Merge requests** 0 **Participants** 0 **Labels** 0

Unstarted Issues (open and unassigned) 0 Ongoing Issues (open and assigned) 0 Completed Issues (closed) 0

0% complete

Start date No start date [Edit](#)

Due date No due date [Edit](#)

Issues 0 **Open: 0** **Closed: 0** [New issue](#)

Time tracking No estimate or time spent [🕒](#)

Total issue weight None

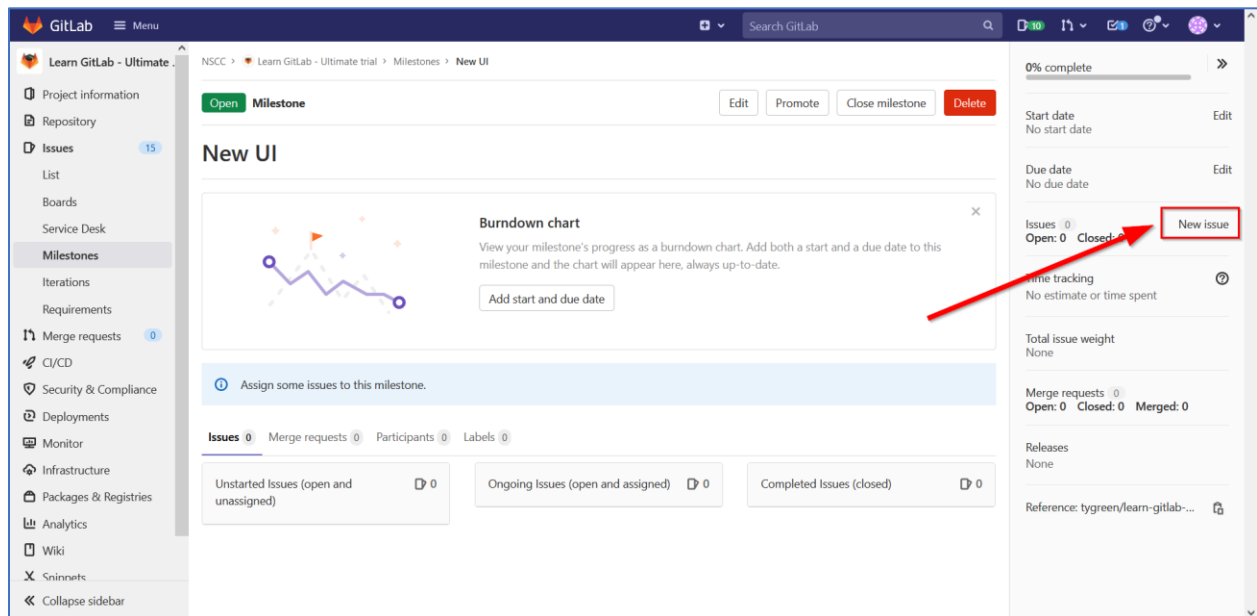
Merge requests 0 **Open: 0** **Closed: 0** **Merged: 0**

Releases None

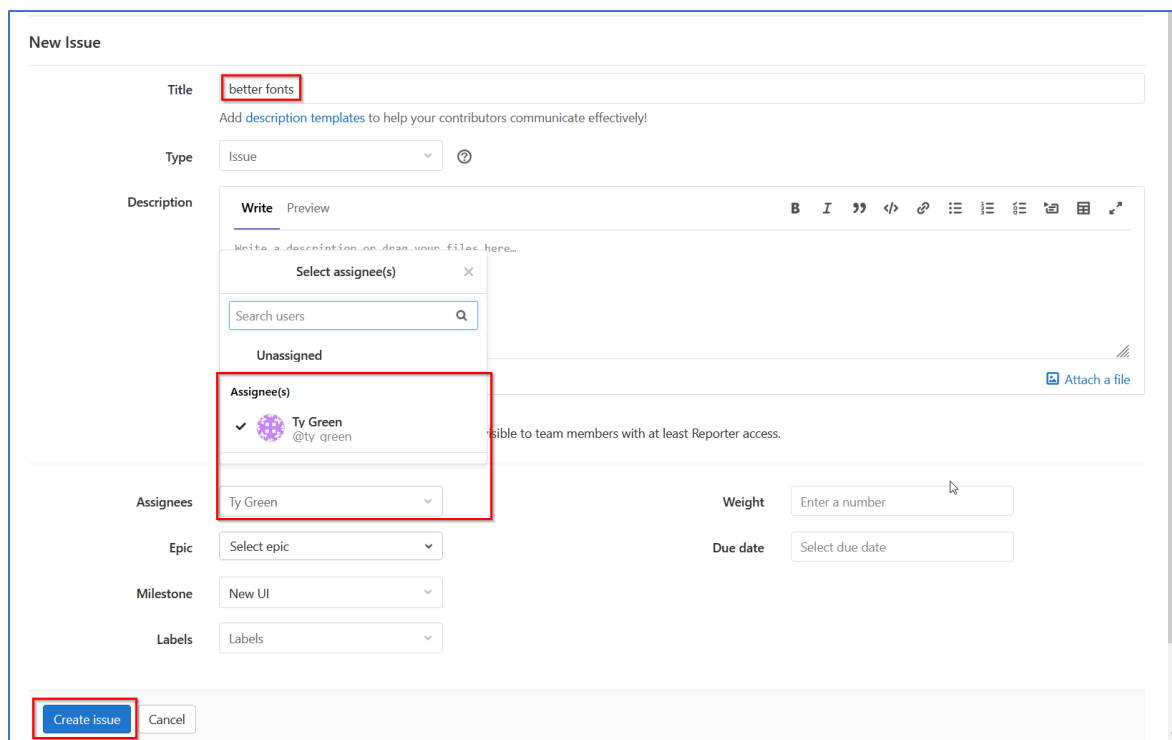
Reference: tygreen/learn-gitlab-...

How to: Add an issue to a milestone in your GitLab project

In the right-hand menu of your milestone's dashboard, click **New issue**:

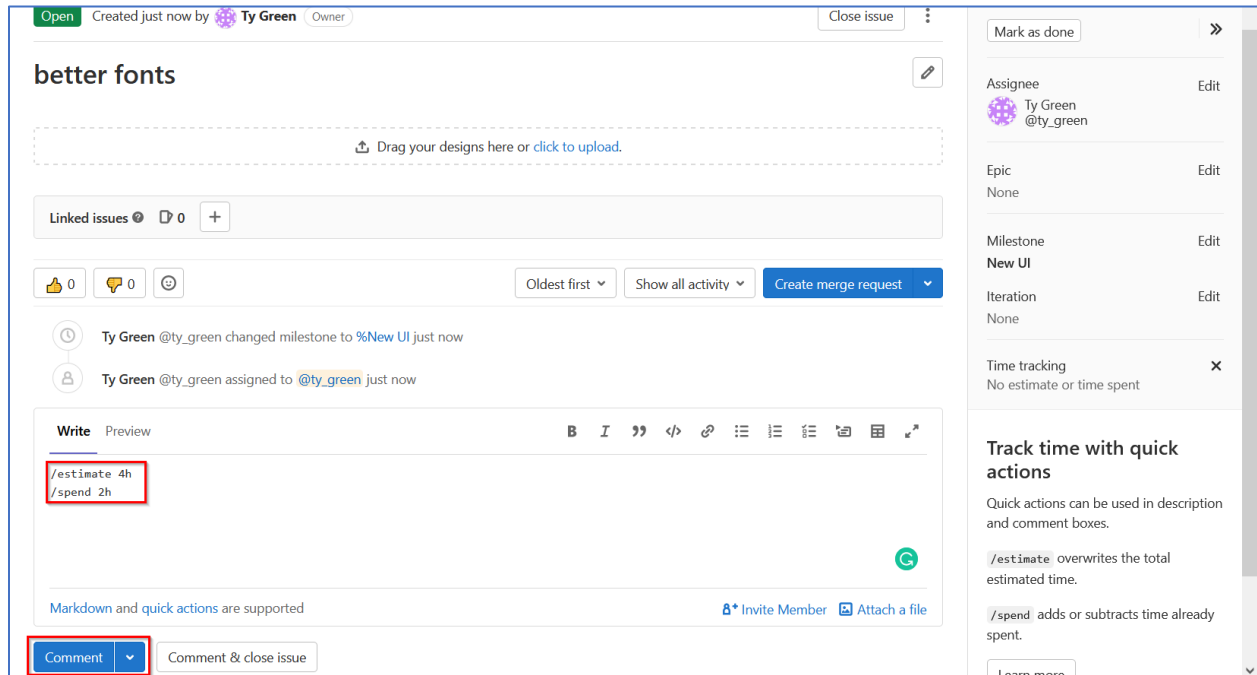


Create a title for the issue. Select an assignee from the drop-down tab. Finally, click the **Create issue** button:

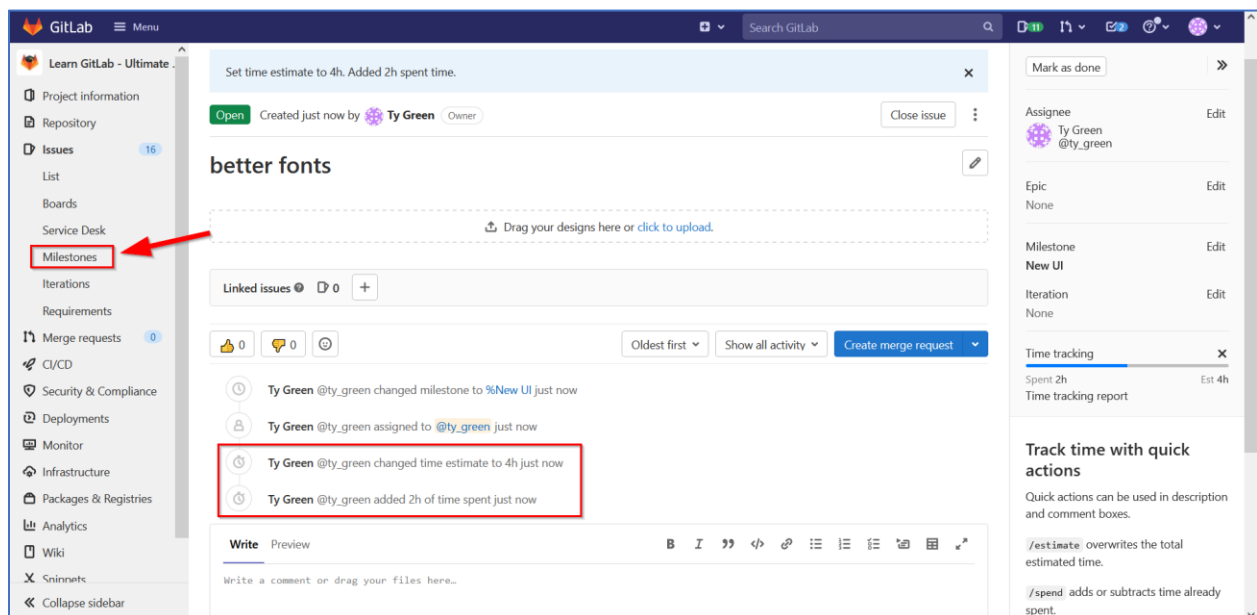


To add an estimated time and update time spent on the issue, add the lines **/estimate 4h** and **/spend 2h** to your issue comment box (this means you estimate it will take four hours to resolve the issue and two hours have been spent resolving it so far).

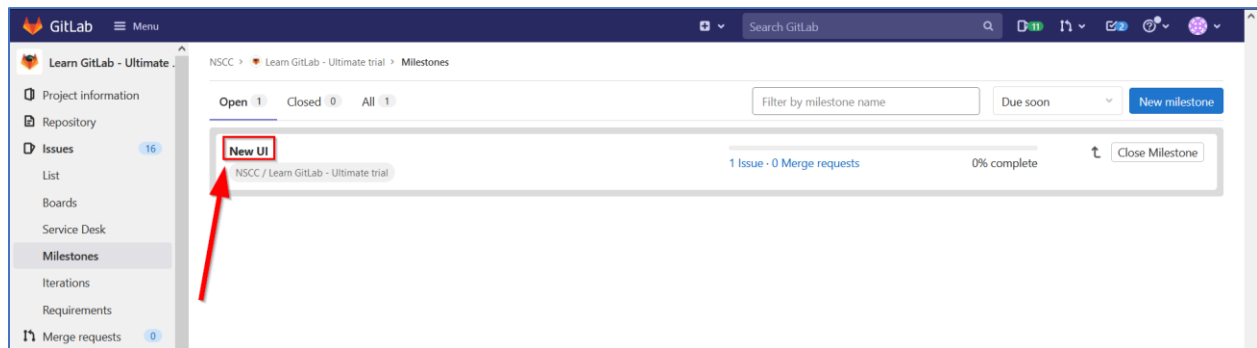
Click the **Comment** button:



Note the updated comments in the issue's history. Return the milestone's dashboard by clicking **Milestones** in the left-hand menu:



Click on the milestone you just added the issue to:



Note the updated time tracking in the right-hand menu of the milestone's dashboard:

