

# Thực hành quản lý dự án CNTT với Jira

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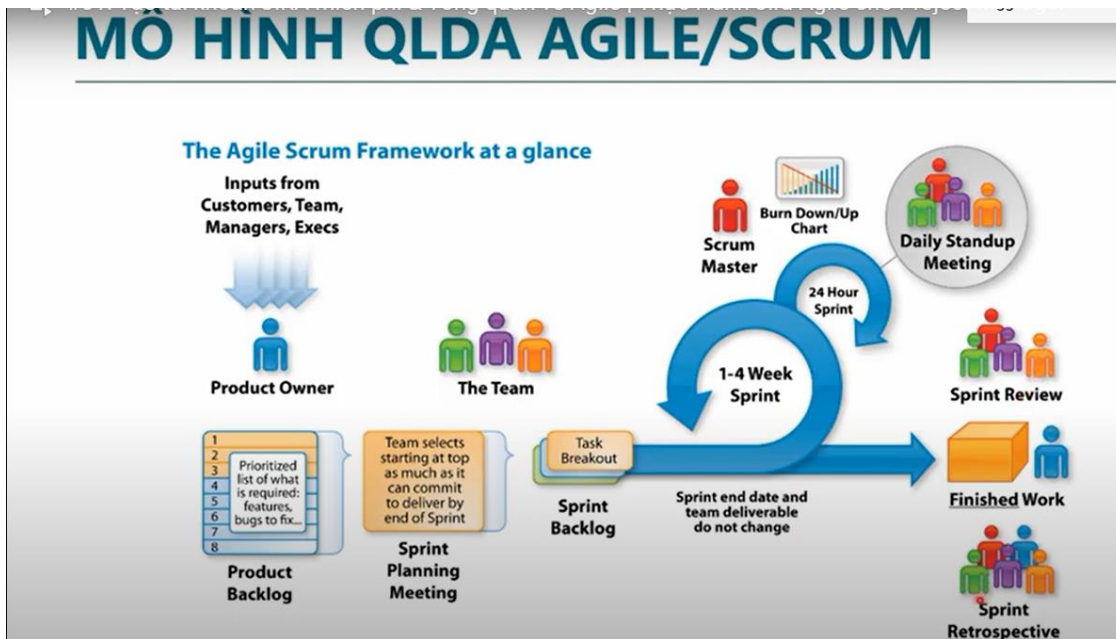
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## **VI/ Thực Hành Jira Agile cho Project Manager (Chien Vu) 2022:**

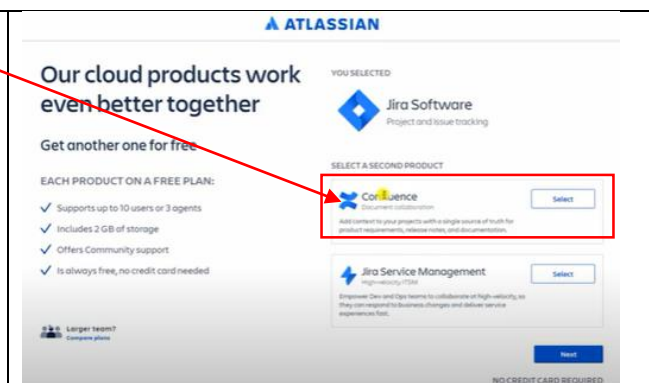
### **#01: Tạo tài khoản JIRA miễn phí & Tổng quan về Agile**

[https://www.youtube.com/watch?v=K8WBwBqGhZA&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I](https://www.youtube.com/watch?v=K8WBwBqGhZA&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I)

# MÔ HÌNH QLDA AGILE/SCRUM

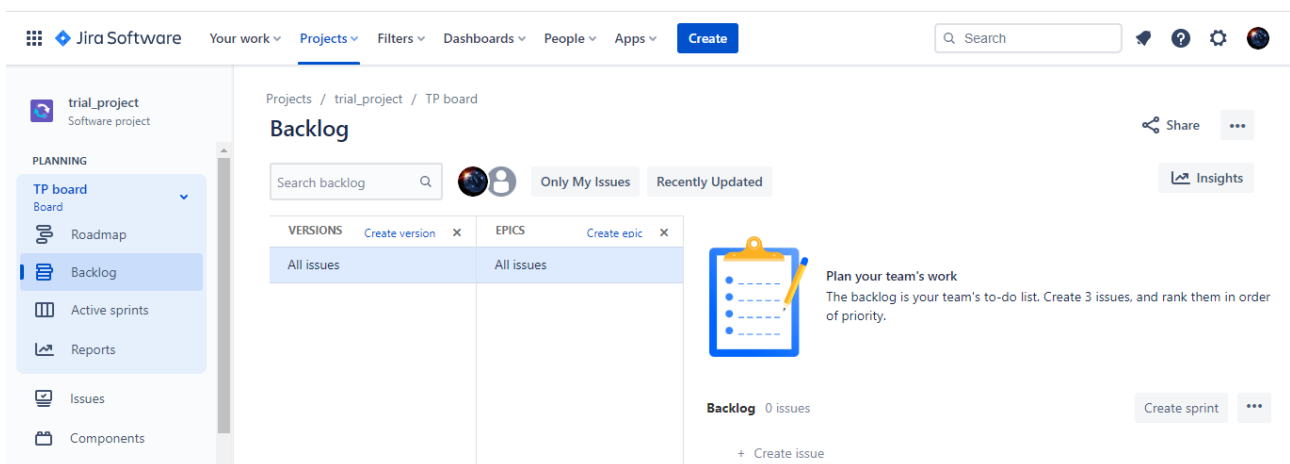


thông thường khi sử dụng Jira software thường chọn

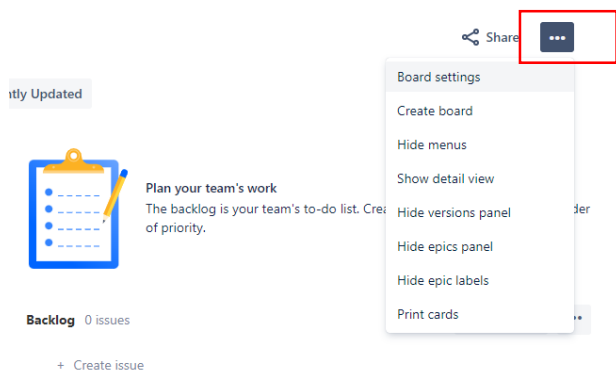


## #02: Làm việc với Jira Backlog

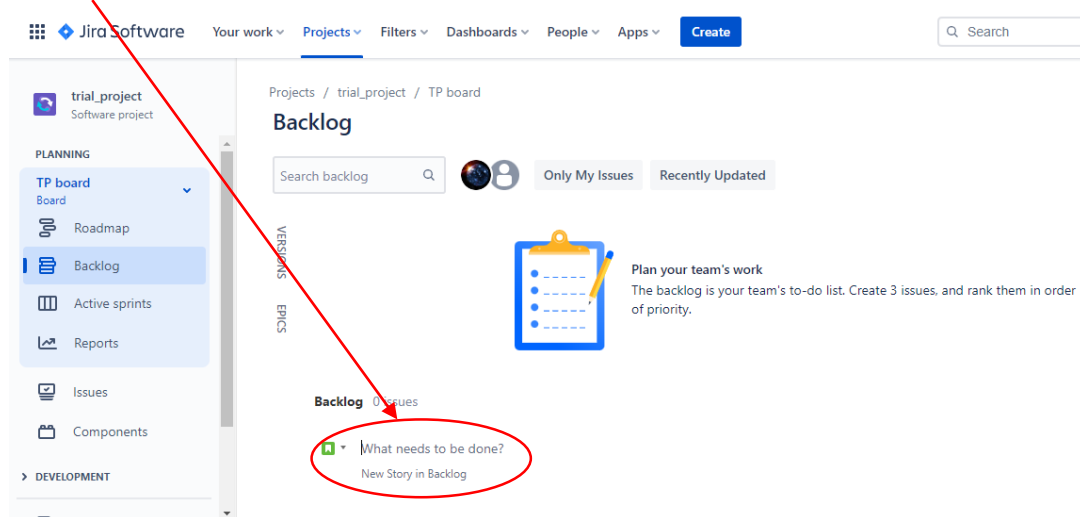
[https://www.youtube.com/watch?v=kF8wv8R7Q7M&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_l&index=2](https://www.youtube.com/watch?v=kF8wv8R7Q7M&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_l&index=2)



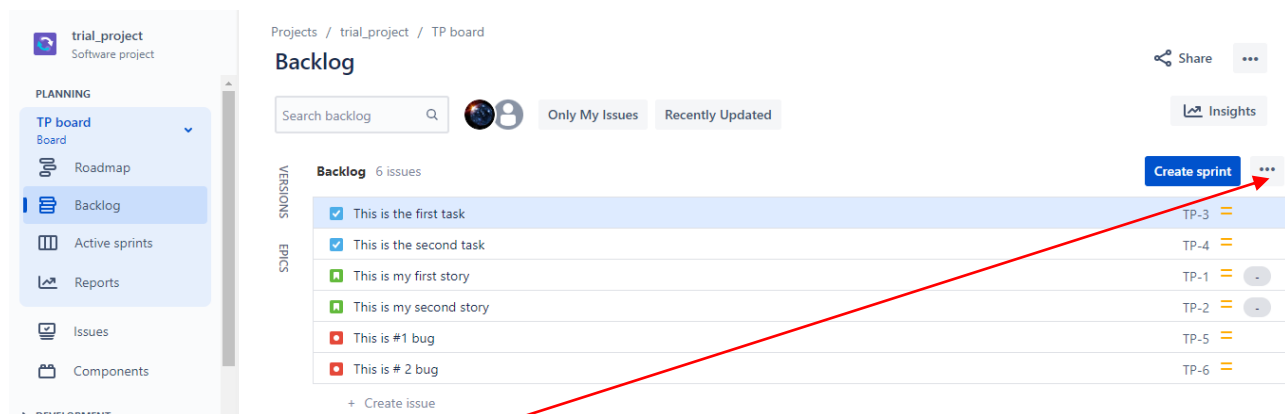
board settings:



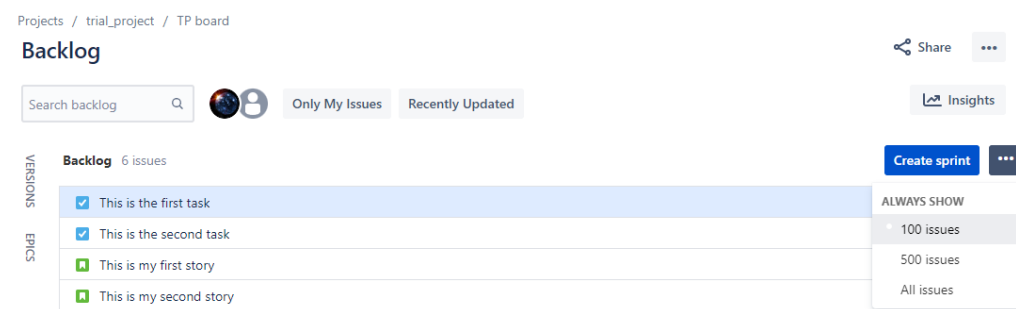
## Tạo backlog:



## chọn type: Story



## Cấu hình hiển thị số issues → ...

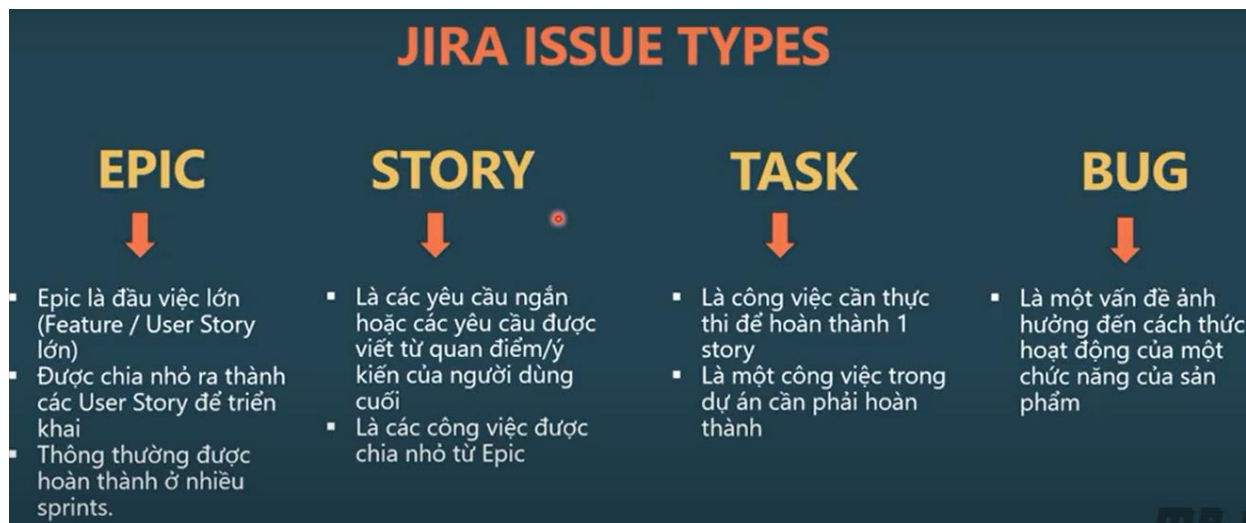


mặc định: 100 issues

nếu chọn All thì với trường hợp nhiều issues sẽ tốn khá nhiều thời gian để load

### #03: Các loại Issue Types phổ biến trong Jira

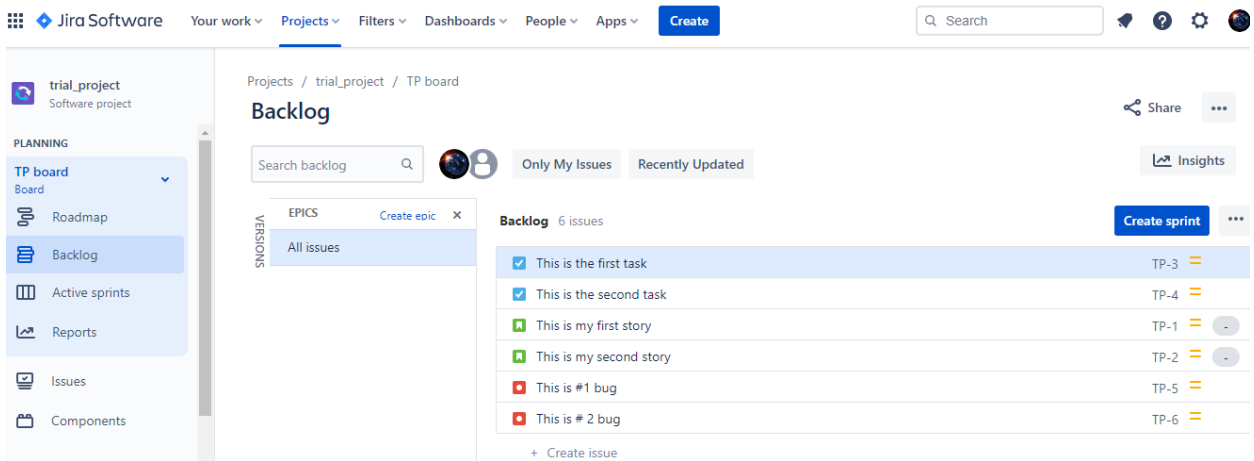
[https://www.youtube.com/watch?v=diN7Eus\\_2ZM&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=3](https://www.youtube.com/watch?v=diN7Eus_2ZM&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=3)



### #04: Làm việc với Epic & Version trong Jira

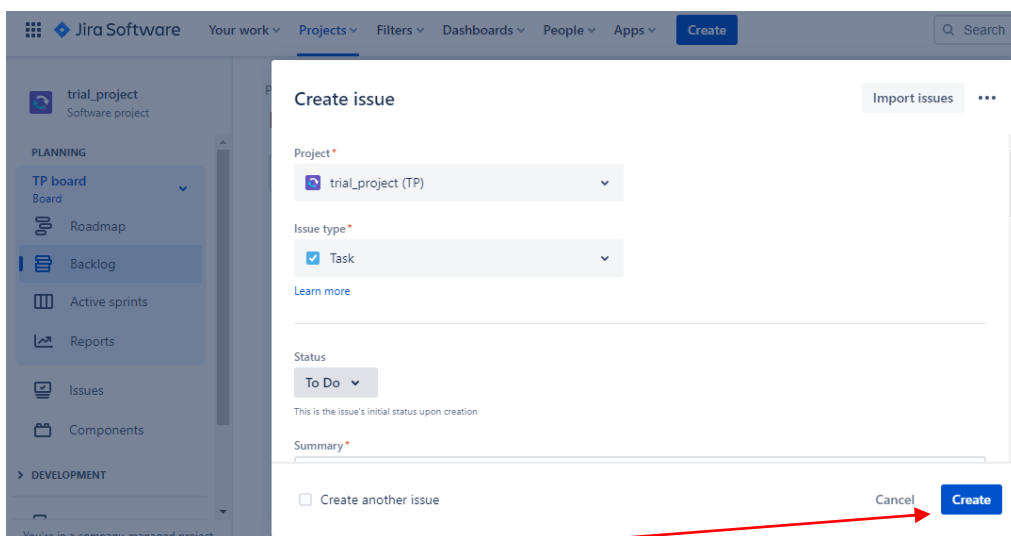
[https://www.youtube.com/watch?v=Jcal4dPD\\_Lk&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=4](https://www.youtube.com/watch?v=Jcal4dPD_Lk&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=4)

#### EPICS

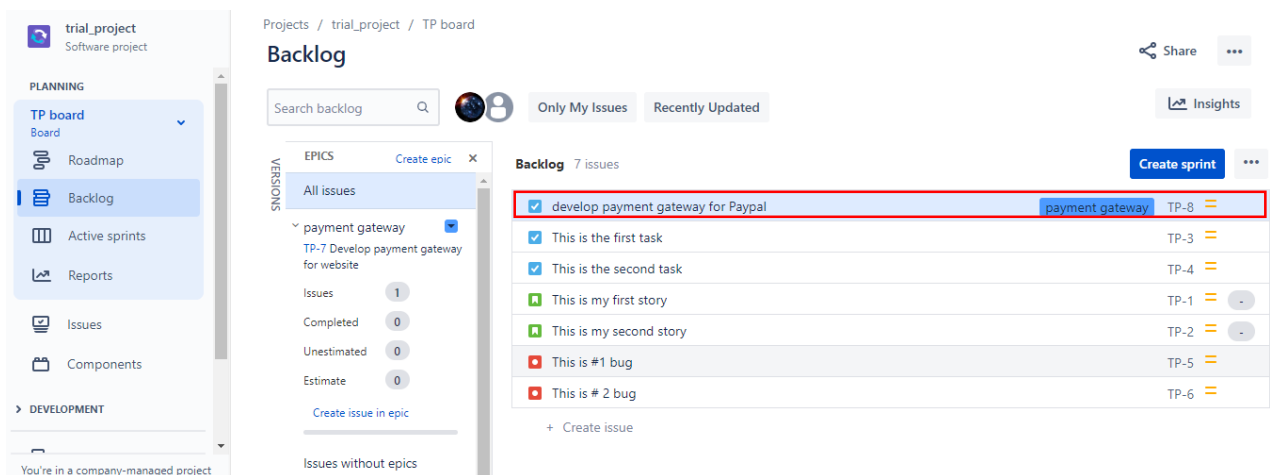


→ create epic

tạo issue cho Epic



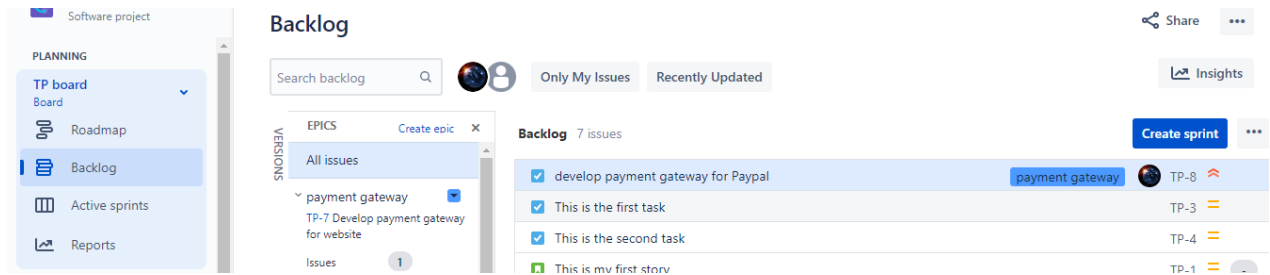
click **Create**



chọn Assignee, ví dụ Assign to me

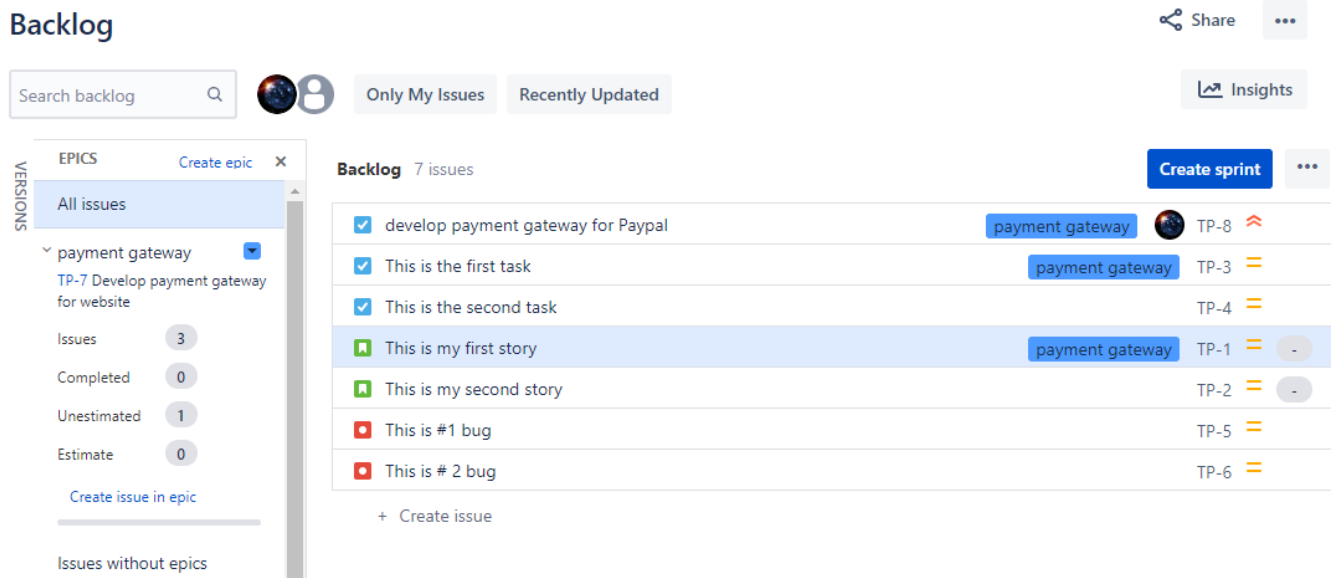
epic link: payment gateway

click on: Create

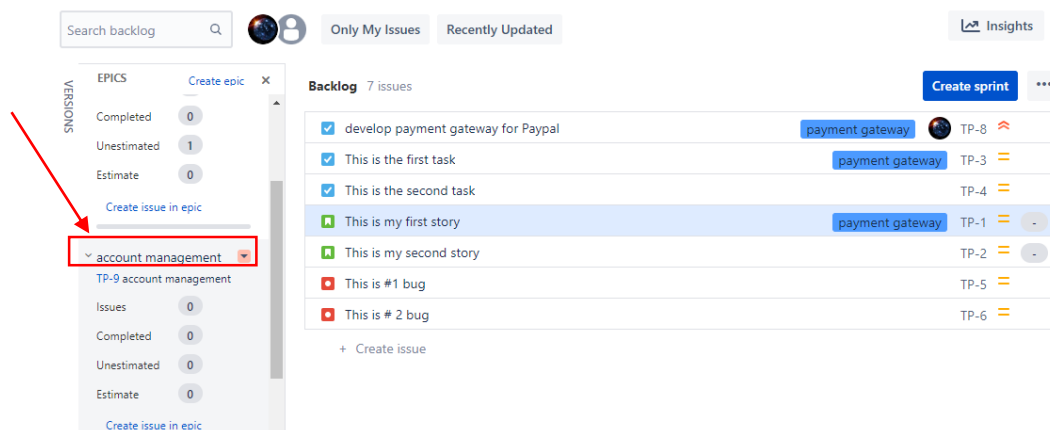


Muốn đưa một số issues có sẵn vào epic payment gateway thì chỉ cần kéo thả (ctrl)

Projects / trial\_project / TP board



Tạo mới epic 2, đặt tên: **account management**



add tickets vào epic 2

Search backlog  Only My Issues Recently Updated

**VERSIONS** **EPICS** [Create epic](#) ×

[Create issue in epic](#)

**account management**

TP-9 account management

Issues **3**

Completed **0**

Unestimated **1**

Estimate **0**

[Create issue in epic](#)

Issues without epics

**Backlog** 7 issues [Create sprint](#) ⋮

<input checked="" type="checkbox"/>	develop payment gateway for Paypal	payment gateway	TP-8	
<input checked="" type="checkbox"/>	This is the first task	payment gateway	TP-3	
<input checked="" type="checkbox"/>	This is the second task	account management	TP-4	
	This is my first story	payment gateway	TP-1	
	This is my second story	account management	TP-2	
	This is #1 bug	payment gateway	TP-5	
	This is # 2 bug	account management	TP-6	

+ Create issue

## VERSIONS

Jira Software Your work **Projects** Filters Dashboards People Apps [Create](#)

trial\_project Software project

**PLANNING**

**TP board** Board

Roadmap

**Backlog**

Active sprints

Reports

Issues

Components

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Projects / trial\_project / TP board

**Backlog**

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**VERSIONS** [Create version](#) ×

All issues

**EPICS** [Create epic](#) ×

[Create issue in epic](#)

account management

TP-9 account management

Issues **3**

Completed **0**

Unestimated **1**

Estimate **0**

[Create issue in epic](#)

Issues without epics

**Backlog** 7 issues [Create sprint](#) ⋮

<input checked="" type="checkbox"/>	develop payment gateway for Paypal	payment gateway	TP-8	
<input checked="" type="checkbox"/>	This is the first task	payment gateway	TP-3	
<input checked="" type="checkbox"/>	This is the second task	account management	TP-4	
	This is my first story	payment gateway	TP-1	
	This is my second story	account management	TP-2	
	This is #1 bug	payment gateway	TP-5	
	This is # 2 bug	account management	TP-6	

+ Create issue

click on [Create version](#): 1 pop up sẽ hiện lên

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All issues

**EPICS** [Create epic](#) ×

[Create issue in epic](#)

account management

TP-9 account management

Issues **3**

Completed **0**

Unestimated **1**

Estimate **0**

[Create issue in epic](#)

Issues without epics

**Backlog** 7 issues [Create sprint](#) ⋮

<input checked="" type="checkbox"/>	develop payment gateway for Paypal	payment gateway	TP-8	
<input checked="" type="checkbox"/>	This is the first task	payment gateway	TP-3	
<input checked="" type="checkbox"/>	This is the second task	account management	TP-4	
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	This is my second story	account management	TP-2	
	This is #1 bug	payment gateway	TP-5	
	This is # 2 bug	account management	TP-6	

+ Create issue

**Create Version**

Project \*  
trial\_project

Name \*

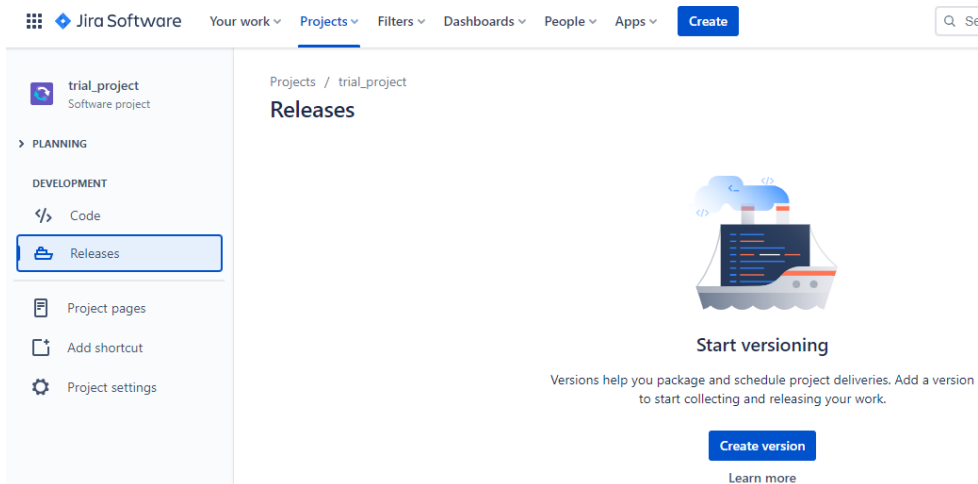
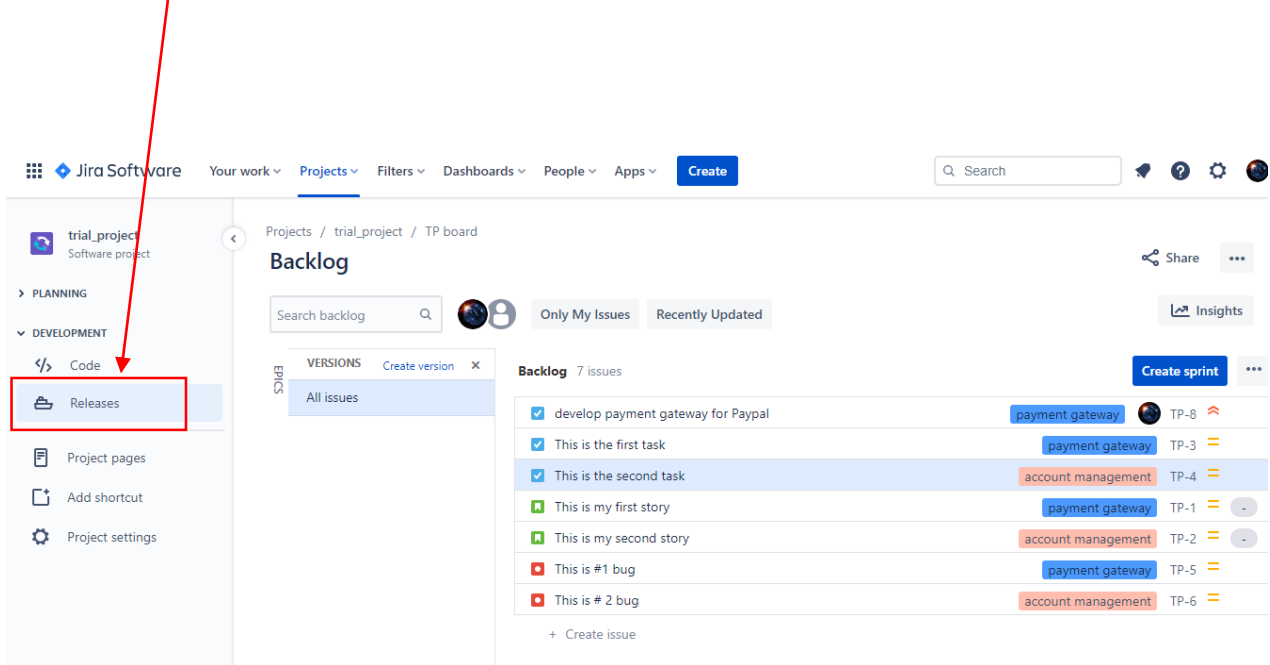
Description

Start Date

Release date

[Create](#) [Cancel](#)

hoặc có thể chọn **Release** bên trái

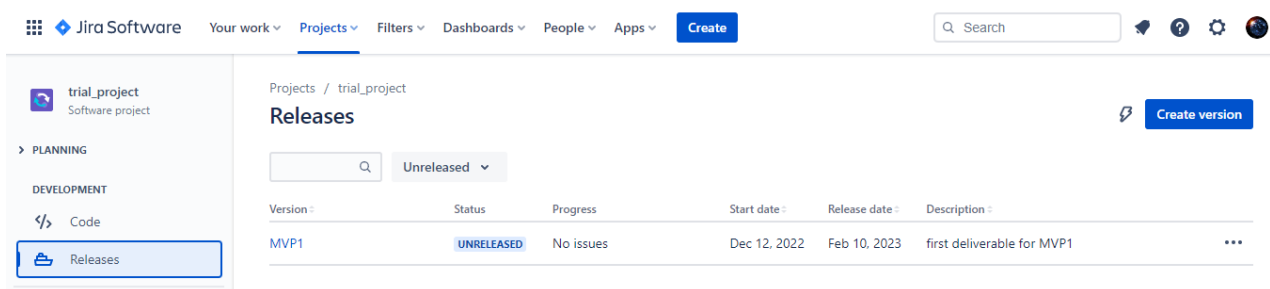


giúp đóng gói phần mềm để gửi cho khách hàng

version #1: 2 tháng (có khoảng 4 sprints, thường thì tối ưu nhất 1 sprint khoảng từ 2-4 tuần)

sau version #1 một tháng thì deliver version #2 cho khách hàng

**cần lên kế hoạch như sau:**



tương tự, tạo second version



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Releases

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Projects / trial\_project

### Releases

Unreleased

Version	Status	Progress	Start date	Release date	Description	
MVP1	UNRELEASED	No issues	Dec 12, 2022	Feb 10, 2023	first deliverable for MVP1	...
MVP2	UNRELEASED	No issues	Feb 13, 2023	Mar 10, 2023	second deliverable	...

Create version

Status: **UNRELEASED** (chưa deliverable cho khách hàng)

Trở lại **PLANNING** → Backlog → VERSIONS

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### Backlog

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Share

Insights

VERSIONS Create version

EPICS

All issues

MVP2

MVP1

Issues without versions

Backlog 7 issues

Create sprint

<input checked="" type="checkbox"/>	develop payment gateway for Paypal	payment gateway	TP-8	
<input checked="" type="checkbox"/>	This is the first task	payment gateway	TP-3	
<input checked="" type="checkbox"/>	This is the second task	account management	TP-4	
<input checked="" type="checkbox"/>	This is my first story	payment gateway	TP-1	
<input checked="" type="checkbox"/>	This is my second story	account management	TP-2	
<input checked="" type="checkbox"/>	This is #1 bug	payment gateway	TP-5	
<input checked="" type="checkbox"/>	This is #2 bug	account management	TP-6	

tương tự như EPICS, kéo thả tickets vào từng Version tương ứng

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### Backlog

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Share

Insights

VERSIONS Create version

EPICS

All issues

MVP2

second deliverable

Details

Start Date 13/Feb/23

Release date 10/Mar/23

Issues 3

Completed 0

Unestimated 1

Estimate 0

Backlog 7 issues

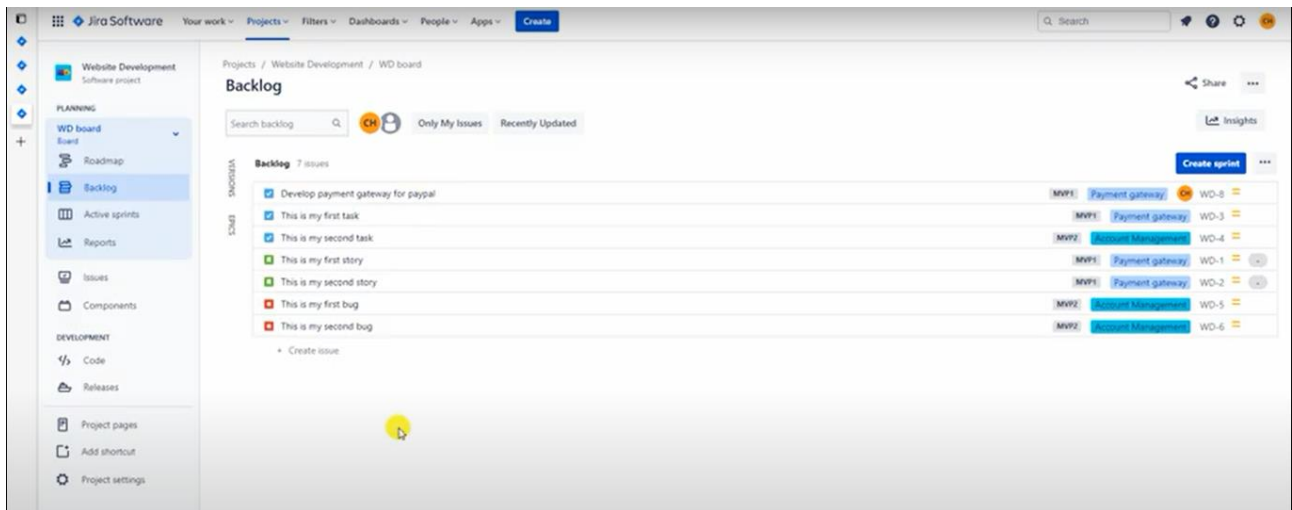
Create sprint

<input checked="" type="checkbox"/>	develop payment gateway for Paypal	MVP1	payment gateway	TP-8	
<input checked="" type="checkbox"/>	This is the first task	MVP1	payment gateway	TP-3	
<input checked="" type="checkbox"/>	This is the second task	MVP2	account management	TP-4	
<input checked="" type="checkbox"/>	This is my first story	MVP1	payment gateway	TP-1	
<input checked="" type="checkbox"/>	This is my second story	MVP2	account management	TP-2	
<input checked="" type="checkbox"/>	This is #1 bug	MVP1	payment gateway	TP-5	
<input checked="" type="checkbox"/>	This is #2 bug	MVP2	account management	TP-6	

+ Create issue

### #05: Làm việc với Components trong Jira

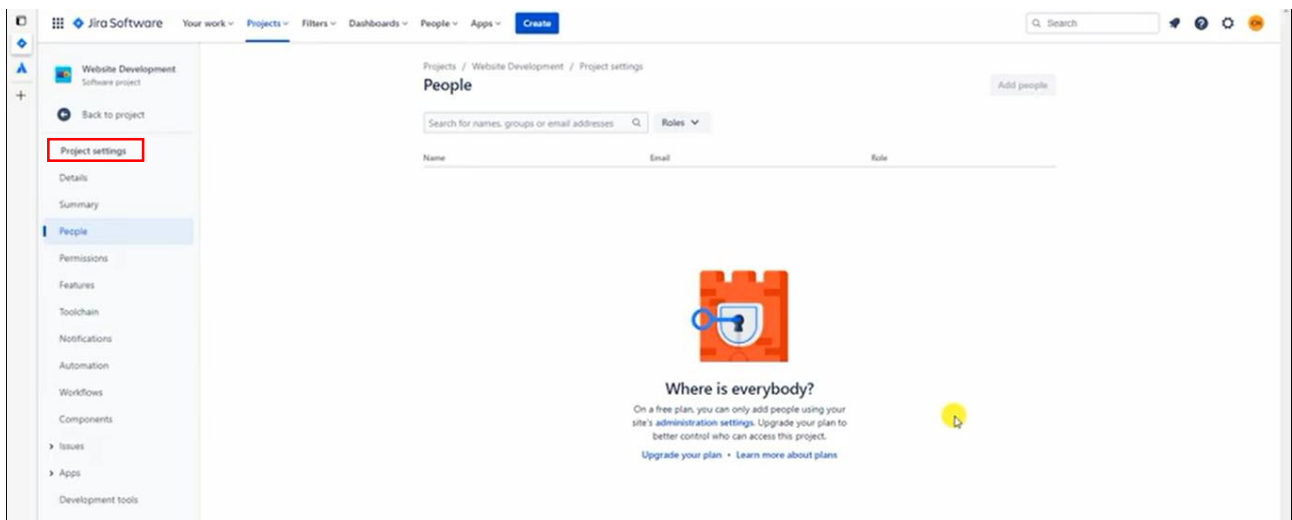
[https://www.youtube.com/watch?v=Y0pXKZvZmtQ&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=5](https://www.youtube.com/watch?v=Y0pXKZvZmtQ&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=5)



### #06: Allocate member vào trong trong Jira Project

[https://www.youtube.com/watch?v=Pmn3vAiWQo0&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=6](https://www.youtube.com/watch?v=Pmn3vAiWQo0&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=6)

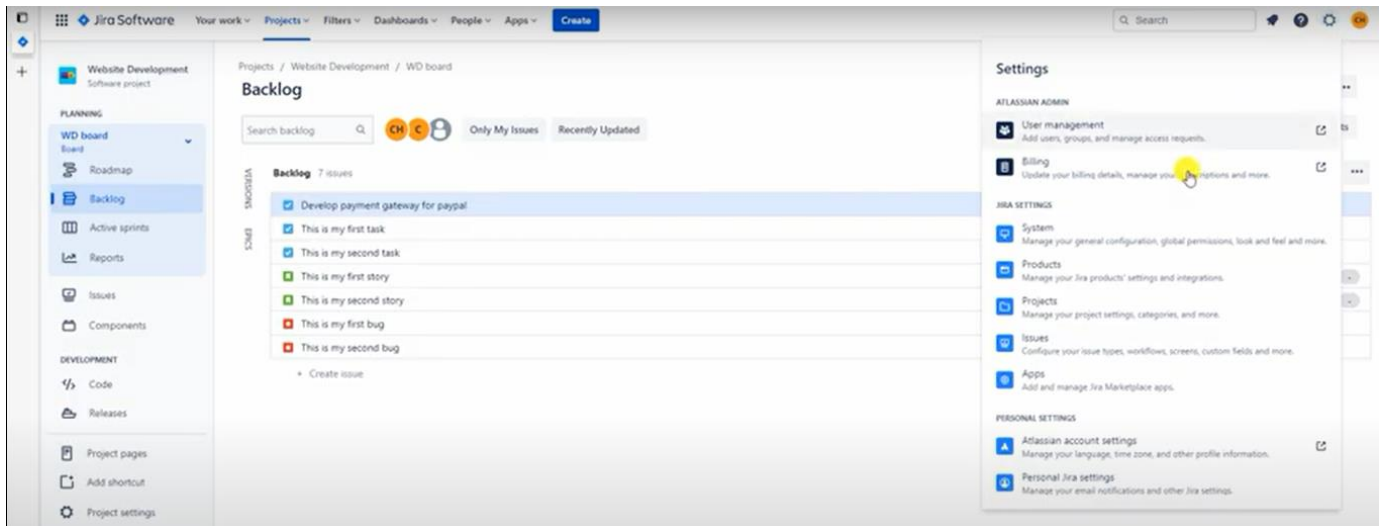
Project setting → People



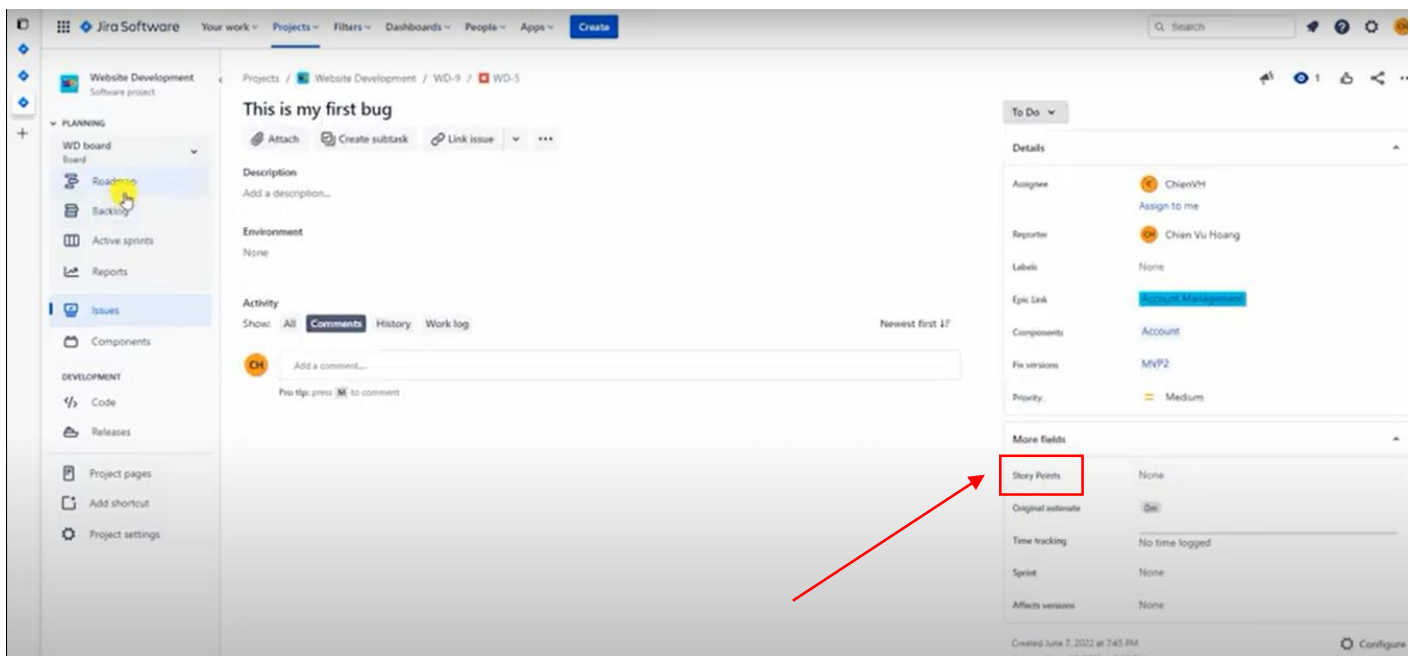
### #07: Cấu hình Story Points field cho các Issue Types Jira

[https://www.youtube.com/watch?v=InfraQByPpM&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=7](https://www.youtube.com/watch?v=InfraQByPpM&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=7)

Backlog → Settings on top- right corner → Issue → Types →



Story points?



#### #08: Làm việc với Workflow trong Jira Project

[https://www.youtube.com/watch?v=IlfpKmAGXeHI&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=8](https://www.youtube.com/watch?v=IlfpKmAGXeHI&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=8)

đội Front-end, Back-end

để tùy chỉnh Workflow thì cần quyền Jira admin

quản lý dự án theo cách nào, cần bao nhiêu trạng thái?

publish →

để active workflow → project → project settings → workflow → add workflow → add existing → next → (click on) bug ... → publish

#### #09: Cấu hình Workflow cho Bug và các loại Work Type Jira

[https://www.youtube.com/watch?v=3U5ISM\\_EhuY&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=9](https://www.youtube.com/watch?v=3U5ISM_EhuY&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=9)

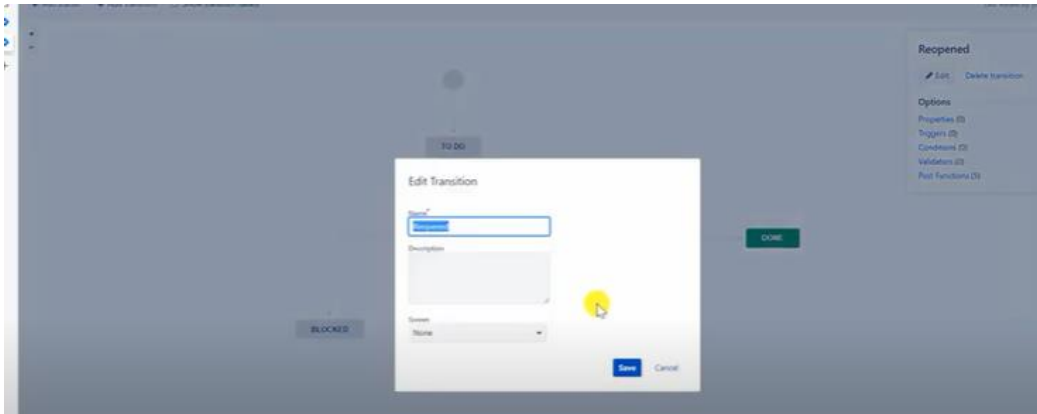
add nhiều loại workflow cho dự án khi cần

### #10: Xác nhận và comment trước khi đổi trạng thái ticket

[https://www.youtube.com/watch?v=D8kQnPpIrl4&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=10](https://www.youtube.com/watch?v=D8kQnPpIrl4&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=10)

add thêm các màn hình (cửa sổ) xác nhận (add comments)

settings → issue → screen → add screen



chọn review with comment

### #11: Hướng dẫn tạo và cập nhật Jira ticket

[https://www.youtube.com/watch?v=AJHOoGmJx6g&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=11](https://www.youtube.com/watch?v=AJHOoGmJx6g&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=11)

break down các đầu việc chi tiết để tạo ra các tickets trên project

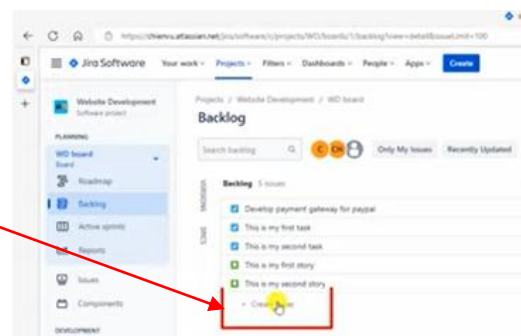
#### Cửa sổ Backlog:

→ create issue;

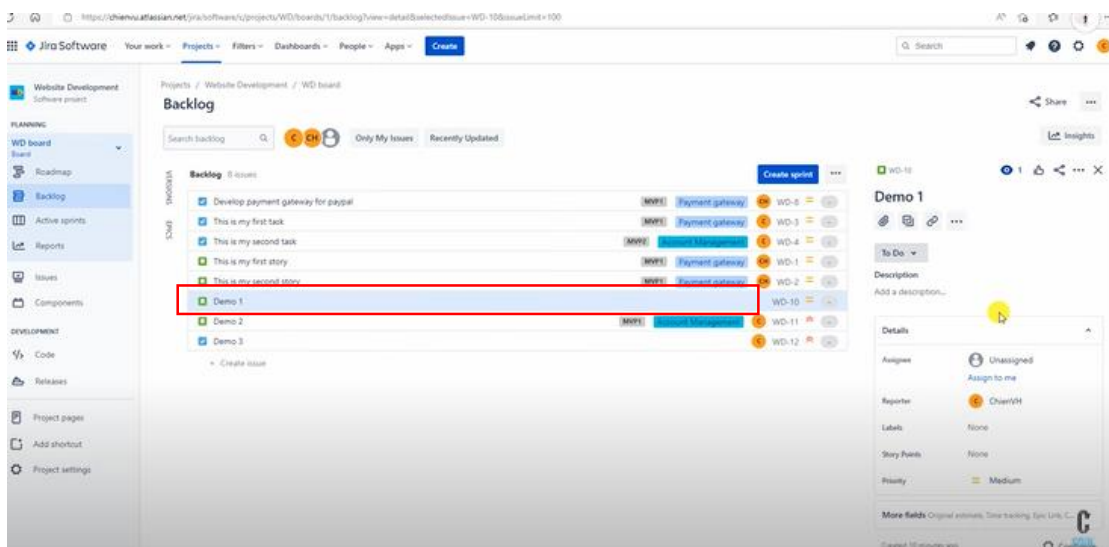
có hạn chế: chỉ chọn được 2 giá trị:

1. issue types (task, bug, ...),
2. đặt tên cho issue

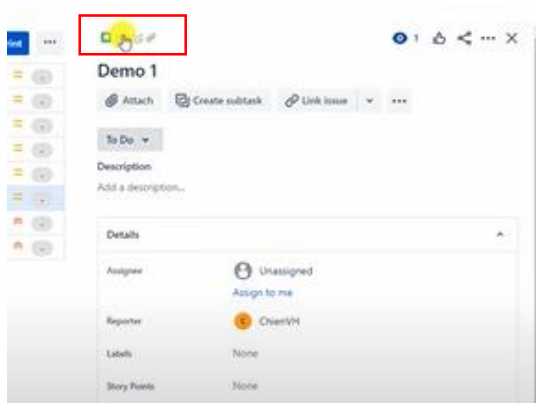
nên sẽ mất khá nhiều thời gian để update lại tickets



Khắc phục:

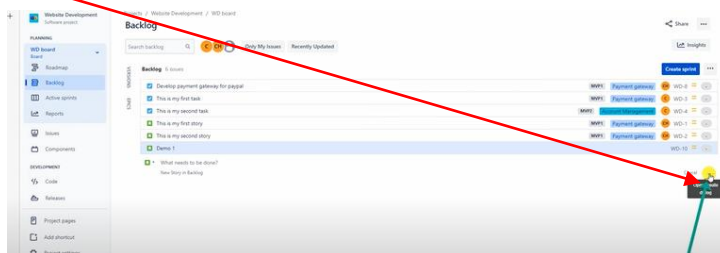


view detail

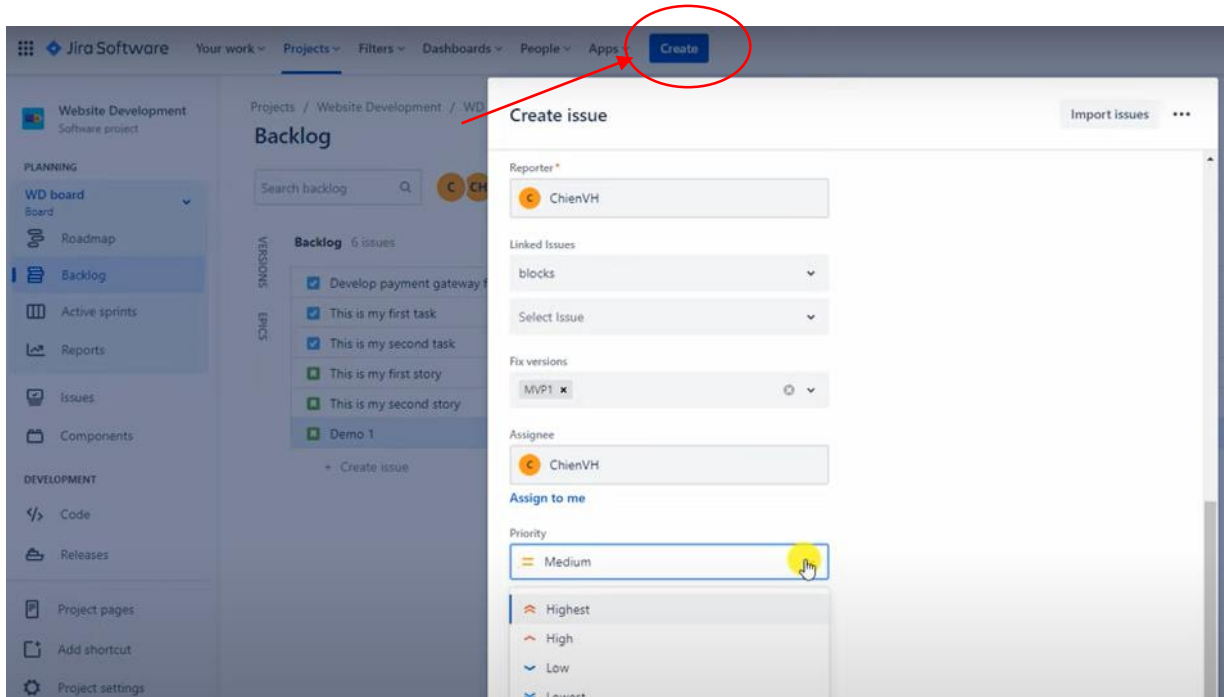


2 cách khác:

...→pop up create issue →cho phép chọn đầy đủ thông tin hơn cho issue



hoặc chọn **Create**



## #12: Cấu hình Board Setting cho Backlog & Active Sprints

[https://www.youtube.com/watch?v=UEqtFF0rtzc&list=PLp1Emx1rT4z-qrcEmliK7\\_vyQGPLUGT\\_I&index=12](https://www.youtube.com/watch?v=UEqtFF0rtzc&list=PLp1Emx1rT4z-qrcEmliK7_vyQGPLUGT_I&index=12)

Board settings: →

