

1

JIRA Agile Basics

Installing JIRA Agile



JIRA Agile Search results Paid or free

 **JIRA Agile**
Atlassian • Atlassian supported
PROJECT MANAGEMENT

★★★★★ (238)
442,478 downloads
Paid via Atlassian

JIRA Agile adds Agile project management to any JIRA project. It's perfect for building and grooming a backlog, planning work, visualizing team activity and reporting team progress.

 **Atlassian ID**

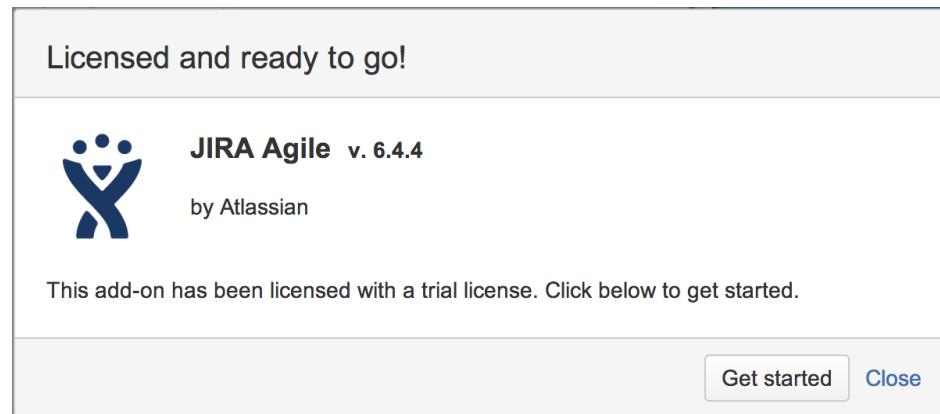
Log in with your Atlassian ID or MyAtlassian account to obtain an evaluation license key.

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Getting Started with JIRA Agile

JIRA Agile has two primary modes, **Kanban** for constraint-based task management, and **Scrum** for iteration planning. If you're not sure which one is right for your needs you can check out the learning links we've provided.

 **Scrum**
Story Points & Iterations

 **Kanban**
Managed Flow

Create a new board
Dive right in and create your own Agile board.
[Create a new board](#)

Evaluating JIRA Agile?
If you would like to just poke around in some sample data and take a look at the plan, work and report modes as they would appear mid-project, [create a sample project](#).

Resources
Check out the basics in the [JIRA Agile 101](#)
Learn about [using JIRA Agile for Scrum](#)
Learn more about [Scrum](#)

Manually installing JIRA Agile

The screenshot shows the 'Manage add-ons' page in JIRA. At the top, there's a header with 'Manage add-ons' and a sub-header: 'You can install, update, enable, and disable add-ons here. [Find new add-ons.](#)' Below this are filter options ('Filter visible add-ons' and 'User-installed'), and buttons for 'Upload add-on' and 'Build a new add-on'. A central modal dialog is open, titled 'Upload add-on'. It contains instructions: 'Upload the .jar or .obr file for a custom or third-party add-on here.' It has two sections: 'From my computer' (with a 'Choose File' button showing 'No file chosen') and 'From this URL' (with a text input field). At the bottom of the dialog are 'Upload' and 'Cancel' buttons. In the background, the main interface shows a sidebar with 'User-installed' add-ons and a list of installed add-ons. At the bottom of the screen are links for 'Audit log', 'JIRA update check', 'Settings', and 'Enter safe mode'.

Understanding JIRA and JIRA Agile

Agile board

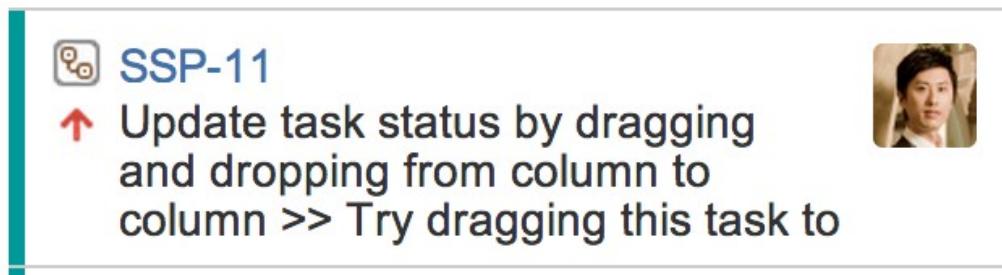
Sample Scrum Project

SPRINT: Sample Sprint 2 ▾ QUICK FILTERS: Only My Issues Recently Updated

Plan Work Report Board ▾

To Do	In Progress	Done
~ [I] SSP-10 2 sub-tasks As a developer, I can update story and task status with drag and drop (click the triangle at far left of this story to show sub-tasks)	[I] SSP-11 ↑ Update task status by dragging and dropping from column to column >> Try dragging this task to [I] SSP-12 ↑ When the last task is done, the story can be automatically closed >> Drag this task to "Done" too	
~ Other Issues 5 issues		
[I] SSP-13 ↳ As a developer, I can update details on an item using the Detail View >> Click the "SSP-13" link at		[I] SSP-15 ↑ As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click "Report"
[I] SSP-14 ↳ As a user, I can find important items on the board by using the customisable "Quick Filters" above	3	[I] SSP-16 ↑ As a team, we can finish the sprint by clicking the cog icon next to the sprint name above the "To Do"
		[I] SSP-17 ↳ Instructions for deleting this sample board and project are in the description for this issue >>

Card



Using JIRA Agile project templates

Select Project Type [View Marketplace Workflows](#)

 **Simple Issue Tracking**
Track your issues with a basic workflow using a few issue types.

 **Project Management**
Track the issues in your project from start to finish.

 **Agile Kanban**
Constrain work-in-progress and manage your task flow

 **Software Development**
Track development tasks and bugs. Optionally connect your source and build managers.

 **Agile Scrum**
Manage your product development with backlogs, stories, and sprints

 **JIRA Classic**
Create a traditional JIRA project using the shared JIRA default schemes.

[Import from external system](#) [Next](#) [Cancel](#)

2

JIRA Agile for Scrum

Creating a new Scrum board

Create an Agile board

<p>Scrum</p> <p>Scrum focuses on planning, committing and delivering time-boxed chunks of work called Sprints.</p> <p>Create a Scrum board</p> <p>Create a Scrum board with sample data</p>	<p>Kanban</p> <p>Kanban focuses on visualising your workflow and limiting work-in-progress to facilitate incremental improvements to your existing process.</p> <p>Create a Kanban board</p> <p>Create a Kanban board with sample data</p>
<p>Cancel</p>	

Create an Agile board

<p><input checked="" type="radio"/> New project and a new board New board is based on the new project.</p> <p><input type="radio"/> Board from an existing project Boards can contain one or more projects.</p> <p><input type="radio"/> Board from an existing Saved Filter An advanced option using a JQL filter.</p>	<p>Back Next Cancel</p>
---	---

Name this board

Board name*

Saved filter*

Shares Project: Global Help Desk

Owner **Patrick Li**

Saved Filters

Choose from a list of existing filters as a base for your new board. To create a new Saved Filter, save a search in the Issue Navigator.

Sample Scrum Project
Sample Scrum Project ▾

- Backlog
- Active sprints
- Releases
- Reports
- Issues

PROJECT SHORTCUTS
Add a link to useful information for your whole team to see.

+ Add link

Give feedback

Backlog 11 issues

Q | QUICK FILTERS: Only My Issues Recently Updated

VERSIONS	EPICS	
		SSPC-14 As a user, I can find important items on the board by using the customisable "Quick..." <input type="button" value="Version 3.0"/> 3
		SSPC-1 As an Agile team, I'd like to learn about Scrum >> Click the "SSPC-1" <input type="button" value="Version 2.0"/> 2
		SSPC-2 As a product owner, I'd like to express work in terms of actual user pr... <input type="button" value="Version 2.0"/> 2
		SSPC-3 As a product owner, I'd like to rank stories in the backlog so I can commun... <input type="button" value="Version 3.0"/> 5
		SSPC-10 As a developer, I can update story and task status with drag and dr... <input type="button" value="Version 2.0"/> 5
		SSPC-13 As a developer, I can update details on an item using the Detail View <input type="button" value="Version 2.0"/> 1
		SSPC-4 As a team, I'd like to estimate the effort of a story in Story Points so we ca... <input type="button" value="Version 3.0"/> 5
		SSPC-5 As a team, I'd like to commit to a set of stories to be completed in a sprint (or iteration) >> 1
		SSPC-6 As a scrum master, I'd like to break stories down into tasks we can track during the sprint 1
		SSPC-8 As a product owner, I'd like to include bugs, tasks and other issue types in <input type="button" value="Version 2.0"/> 1
		SSPC-9 As a developer, I'd like to update story status during the sprint >> Click the Active sprints 3

+ Create issue

Sample Scrum Project C / SSPC-2

As a product owner, I'd like to express work in terms of actual user problems, aka User Stories, and place them in the backlog >> Try creating a new story with the "+ Create Issue" button (top right of screen)

Estimate: 2

Details

Status: Component/s: None Labels: None Affects Version/s: None Fix Version/s: Version 2.0 Epic: None

People

Reporter: Patrick Li Assignee: Kim Lee

Create Issue

Project*

Issue Type*

Summary*

Priority

Component/s **None**

Affects Version/s

Start typing to get a list of possible matches or press down to select.

Description

Create another

Create Epic

Project*

Issue Type*

Epic Name*

Provide a short name to identify this epic in the JIRA Agile boards.

Summary*

Create another

EPICS

All issues

Work Estimation Module

Issues: 1
Completed: 0
Unestimated: 0

Estimate: SSP-4 As a team, I'd like to estimate the effort of a story in Story Points so we can understand [Version 3.0] 5

Create issue in ep Story

Bootstrap Style Refactor

Backlog 8 issues

Create Sprint

SSP-10 As a developer, I can update story and task status v [Version 2.0] Bootstrap Style Refactor 5
SSP-13 As a developer, I can update details on an item usin [Version 2.0] Bootstrap Style Refactor 2
SSP-14 As a user, I can find important items on the board by using the cus [Version 2.0] Work Estimation Module 3
SSP-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click "Report" at t [Version 2.0] 4
SSP-16 As a team, we can finish the sprint by clicking the cog icon next to the s [Version 2.0] Bootstrap Style Refactor 2
SSP-17 Instructions for deleting this sample board and project are in the de [Version 2.0] Bootstrap Style Refactor 2

Issues without epics

Sample Scrum Project / **SSP-4**

As a team, I'd like to estimate the effort of a story in Story Points so we can understand the work remaining >> Try setting the Story Points for this story in the "Estimate" field

Estimate: 5

Details

Status: **TO DO**

Component/s: **None**

Labels: **None**

Affects Version/s: **None**

Fix Version/s: **Version 3.0**

Epic: **None**

Ranking and prioritizing your issues

Create Version

Project* Sample Scrum Project

Name* 3.0.1

Description

Start Date

Release Date

Create Cancel

VERSIONS Create version | x

All issues

Version 2.0 ▾

No description

Start Date None

Release Date 23/Aug/14

Issues 10

Completed 2

Unestimated 0

Estimate 22

Version 3.0 ▾

Issues without versions

UI Refactor Phase 1 2 of 6 issues visible Clear all filters 3 5 6

09/Aug/14 9:13 AM • 23/Aug/14 9:33 AM

...

SSP-10 As a developer, I can update story and task status v [Version 2.0] Bootstrap Style Refactor 5

SSP-13 As a developer, I can update details on an item usin [Version 2.0] Bootstrap Style Refactor 5

UI Refactor Phase 2 2 issues Start Sprint | x

SSP-5 As a team, I'd like to commit to a set of stories to be completed in a sprint (or iteration) [Version 2.0] 1

SSP-9 As a developer, I'd like to update story status during the sprint >> Click the Work link c [Version 2.0] 3

+ Create issue

2 issues Estimate 4

UI Refactor Phase 3 3 issues x

SSP-6 As a scrum master, I'd like to break stories down into tasks we can track during the sp [Version 2.0] 1

SSP-1 As an Agile team, I'd like to learn about Scrum >> Click the "SSP-1" link at the left of t [Version 2.0] 2

SSP-2 As a product owner, I'd like to express work in terms of actual user problems, aka Use [Version 2.0] 2

Planning sprints

The screenshot shows the Jira interface. On the left, there's a sidebar with 'VERSIONS' and 'EPICS' sections. Under 'EPICS', 'Mobile Client UI' is selected, showing issues like SSP-24, SSP-10 through SSP-16, and others. A red box highlights 'Team 1 Sprint' which contains 5 issues: SSP-10, SSP-13, SSP-14, SSP-15, and SSP-16. Below this is the 'Backlog' section with 6 issues: SSP-3, SSP-4, SSP-5, SSP-6, SSP-8, and SSP-9. To the right, a detailed view for 'SSP-10' is shown, including fields for Estimate (5), Status (IN PROGRESS), Component (None), Labels (None), Affects Version (Version 2.0), Fix Version (Version 2.0), Reporter (Patrick Li), Assignee (Patrick Li), and Dates (Created: 03/Apr/15 9:12 AM).

Start Sprint

2 issues will be included in this sprint.

Sprint Name: * Sprint 1

Start Date: * 22/Sep/14 6:43 PM

End Date: * 06/Oct/14 6:43 PM

Working on a sprint

Active sprints: Team 1 Sprint -

QUICK FILTERS: Only My Issues Recently Updated

To Do	In Progress	Done
<p>▼ SSP-10 IN PROGRESS 2 sub-tasks As a developer, I can update story and task status with drag and drop (click the triangle at far left of this story to show sub-tasks)</p> <p>SSP-11 Update task status by dragging and dropping from column to column >> Try dragging this task to "Done"</p> <p>SSP-12 When the last task is done, the story can be automatically closed >></p>	<p>SSP-11 Update task status by dragging and dropping from column to column >> Try dragging this task to "Done"</p> <p>SSP-12 When the last task is done, the story can be automatically closed >></p>	<p>SSP-15 As a scrum master, I can see the progress of a sprint via the Detail View</p> <p>SSP-16 As a team, we can finish the sprint by clicking the cog icon</p>
<p>▼ Other Issues 4 issues</p> <p>SSP-13 As a developer, I can update details on an item using the Detail View</p> <p>SSP-14 As a user, I can find important items on the board by using the customisable "Quick Filters" above >></p> <p>SSP-15 As a scrum master, I can see the progress of a sprint via the Detail View</p> <p>SSP-16 As a team, we can finish the sprint by clicking the cog icon</p>		

Sample Scrum Project / SSP-11

Update task status by dragging and dropping from column to column >> Try dragging this task to "Done"

Details

Status: IN PROGRESS

Component/s: None

Labels: None

Affects Version/s: None

Fix Version/s: Version 2.0

People

Reporter: Patrick Li

Assignee: Patrick Li

Dates

Created: 06/Apr/15 9:14 PM

Updated: 06/Apr/15 9:14 PM

To Do	In Progress	Done
<p>▼ SSP-10 2 sub-tasks As a developer, I can update story and task status with drag and drop (click the triangle at far left of this story to show sub-tasks)</p>	<p>SSP-11 Update task status by dragging and dropping from column to column >> Try dragging this task to "Done"</p> <p>SSP-12 When the last task is done, the story can be automatically closed >></p>	<p>SSP-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click "Report" at the top right</p> <p>SSP-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name above the "To Do" column then</p> <p>SSP-17 Instructions for deleting this sample board and project are in the description for this issue >> Click the</p>
<p>▼ Other Issues 5 issues</p> <p>SSP-13 As a developer, I can update details on an item using the Detail View >> Click the "SSP-13" link at the top of</p> <p>SSP-14 As a user, I can find important items on the board by using the customisable "Quick Filters" above >></p>		

Completing a sprint

Complete Sprint

UI Refactor Phase 1

3 issues were Done.
3 incomplete issues will be returned to the top of the backlog.

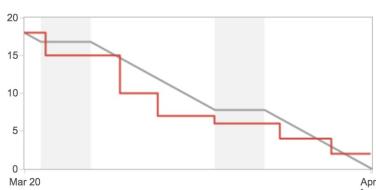
Sub-tasks are not included in the total(s) above, and are always included in the same sprint as their parent issue.

[Complete](#) [Cancel](#)

The sprint report

Sprint Report Sample Sprint 1 ▾

Closed Sprint 20/Mar/15 8:02 AM - 03/Apr/15 6:42 AM [Linked pages](#) [View Sample Sprint 1 in Issue Navigator](#)



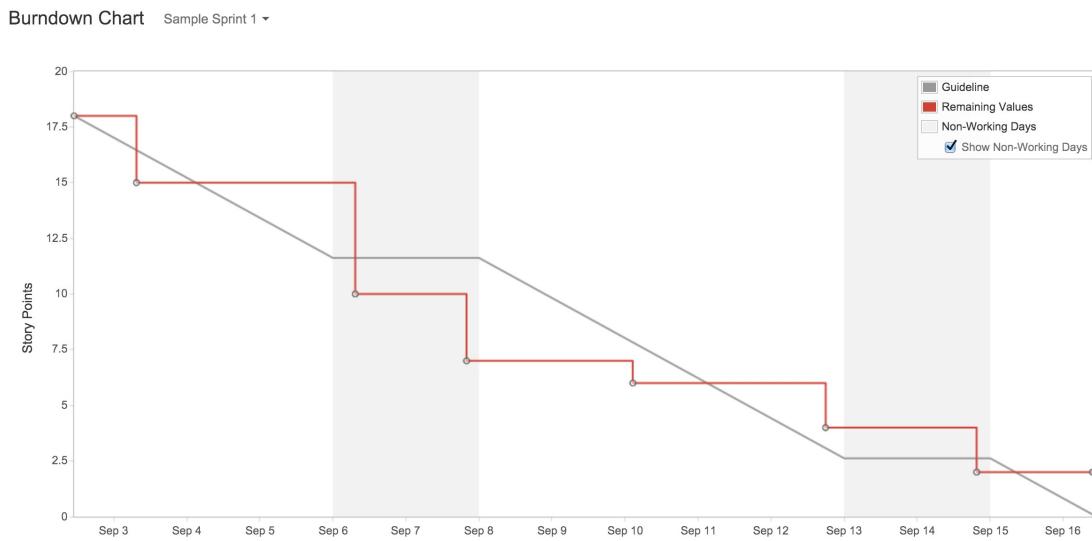
The burndown chart shows the progress of a sprint from March 20 to April 3. The y-axis represents work remaining, starting at approximately 18 and ending near 0. The x-axis shows dates. A red line with a stepped pattern represents the actual progress, while a grey line with a smooth curve represents the ideal burndown rate.

Status Report

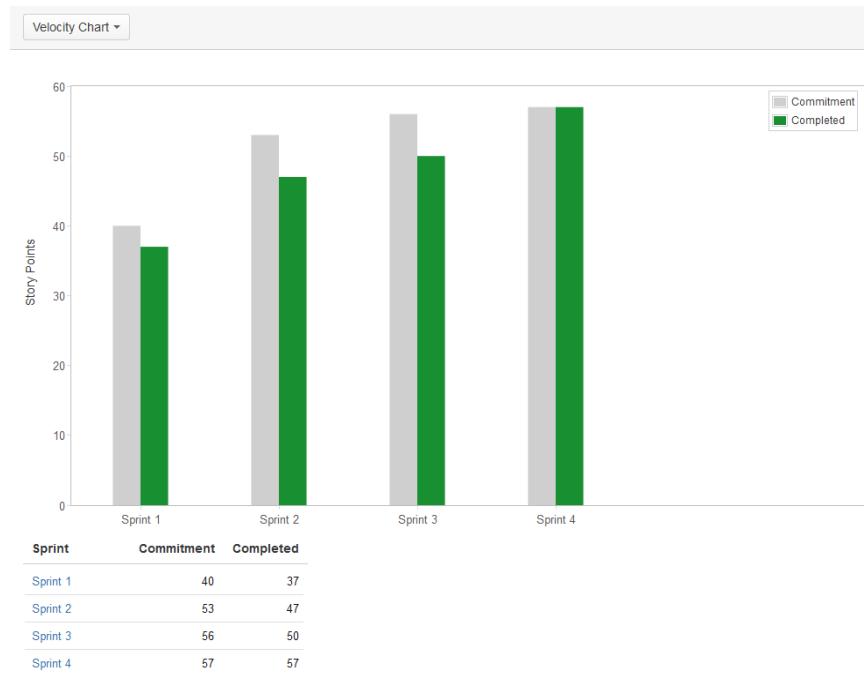
Completed Issues [View in Issue Navigator](#)

Key	Summary	Issue Type	Priority	Status	Story Points (16)
SSP-18	As a user, I'd like a historical story to show in reports	Story	Medium	DONE	3
SSP-19	As an Agile team, I'd like to learn about Scrum >> Click the "SSP-1" link at the left of this row to see detail in the Description tab on the right	Story	Medium	DONE	5
SSP-20	As a product owner, I'd like to express work in terms of actual user problems, aka User Stories, and place them in the backlog >> Try creating a new story with the "+ Create Issue" button (top right of screen)	Story	Medium	DONE	3
SSP-21	As a product owner, I'd like to rank stories in the backlog so I can communicate the proposed implementation order >> Try dragging this story up above the previous story	Story	Medium	DONE	1

The burndown chart



The velocity chart



3

Customizing Scrum Board

Managing your board

General and filter

The Board filter determines which issues appear on the board. It can be based on one or more projects, or custom JQL depending on your needs.

GENERAL

Board Name **Sample Scrum Project**
Administrators **Patrick Li (patrick)**  hover over & click to edit

FILTER

Saved Filter **Filter for Sample Scrum Project**
[Edit Filter Query](#)
Shares  **Project:** Sample Scrum Project
[Edit Filter Shares](#)
Filter Query **project = "Sample Scrum Project" ORDER BY Rank ASC**
Ranking **Using Rank**

FILTER

Saved Filter **Filter for Sample Scrum Project**
[Edit Filter Query](#)
Shares  **Project:** Sample Scrum Project
[Edit Filter Shares](#)
Filter Query **project = "Sample Scrum Project"**
Ranking **Ranking is disabled, as the Filter Query is not ordered by Rank**
[Add Rank](#)

Working with columns

Sample Scrum Project A

SPRINT: Sample Sprint 2 ▾ QUICK FILTERS: Only My Issues Recently Updated

Plan Work Report Board ▾

To Do	In Progress	Done
▼ [I] SSPA-10 2 sub-tasks As a developer, I can update story and task status with drag and drop (click the triangle at far left of this story to show sub-tasks)		
▼ Other Issues 5 issues		
 [I] SSPA-13 As a developer, I can update details on an item using the Detail View >> Click the "SSPA-13" link at the top	 [I] SSPA-14 As a user, I can find important items on the board by using the customisable "Quick Filters" above	 [I] SSPA-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click "Report" (4)
 [I] SSPA-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name above the "To Do"		 [I] SSPA-17 Instructions for deleting this sample board and project are in the description for this issue >> Click

Creating new columns

Column management

Columns can be added, removed, reordered and renamed. Columns are based upon global statuses and can be moved between columns. Minimum and maximum constraints can be set for each mapped column.

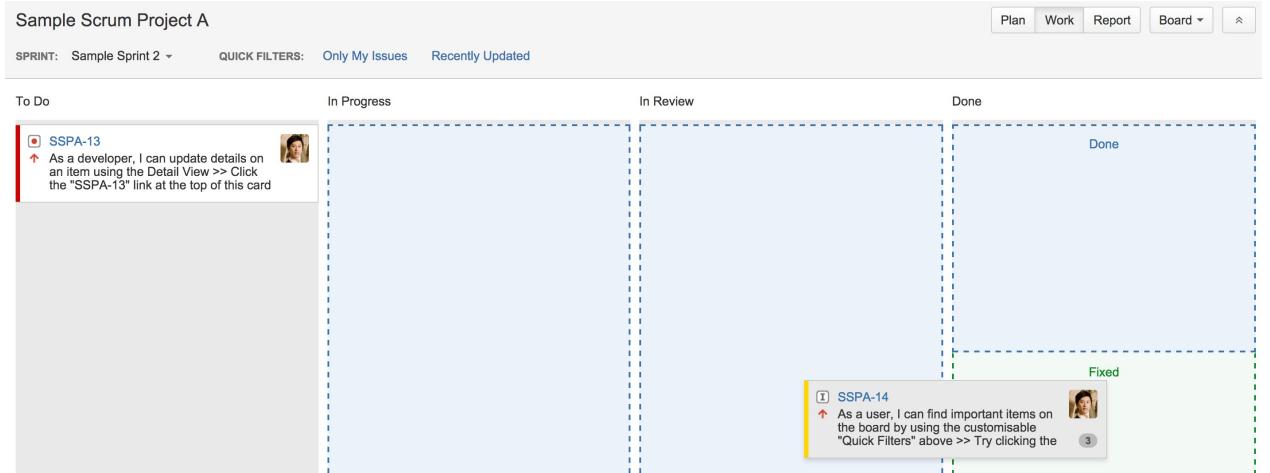
Column Constraint

Constraints can be added to columns on the board for one statistic.

Simplified Workflow **Using Agile Simplified Workflow**

The [workflow](#) for project **Sample Scrum Project** is currently managed by JIRA Agile. Project Administrators can add and remove statuses below. [?](#)

Unmapped Statuses	To Do	In Progress	In Review	Done
Drag statuses below to a column to map them	Drag to rearrange, or delete			
Statuses not containing issues	TO DO 11 issues	IN PROGRESS No issues	IN REVIEW No issues	DONE 12 issues
IN TEST No issues				FIXED No issues



Setting up column layout

Add status | Add column

Unmapped Statuses Drag statuses from a column to unmmap them	To Do Drag to rearrange, or delete	In Progress / Review Drag to rearrange, or delete, or delete	Done Drag to rearrange, or delete
	TO DO 10 issues <input type="checkbox"/> Set resolution	IN PROGRESS IN REVIEW No issues No issues <input type="checkbox"/> Set resolution <input checked="" type="checkbox"/> Set resolution	DONE 14 issues <input checked="" type="checkbox"/> Set resolution

Setting up column constraint

The screenshot shows a Scrum board with three columns: To Do, In Progress, and Done. The In Progress column has a red box around its status boxes, indicating a constraint. The 'Unmapped Statuses' section on the left shows 'Statuses not containing issues' like BACKLOG and SELECTED FOR DEVELOPMENT.

To Do		In Progress		Done	
Drag to rearrange, or delete		Drag to rearrange, or delete		Drag to rearrange, or delete	
8	10	3	5	No Min	No Max
TO DO 14 issues <input type="checkbox"/> Set resolution		IN PROGRESS 3 issues <input type="checkbox"/> Set resolution		DONE 7 issues <input checked="" type="checkbox"/> Set resolution	

At the bottom, there are summary counts for each column: 3 of 5 To Do Max 10, 5 In Progress Min 2 Max 4, 1 In Review Min 2 Max 3, and 1 Done.

In Progress Column:

- SSP-10 TO DO 2 sub-tasks As a developer, I can update story and task status with drag and drop (click the triangle at far left of this story to show sub-tasks)
 - SSP-11 Update task status by dragging and dropping from column to column >> Try
 - SSP-12 When the last task is done, the story can be automatically closed >> Drag this task to

Other Issues: 7 issues

- SSP-4 As a team, I'd like to estimate the effort of a story in Story Points so we can understand 5
- SSP-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name above 2
- SSP-14 As a user, I can find important items on the board by using the customisable "Quick Mobile Client UI" 3
- SSP-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click the Mobile Client UI 4
- SSP-5 As a team, I'd like to commit to a set of stories to be completed in a sprint (or 1)
- SSP-13 As a developer, I can update details on an item using the Detail View >> Click the Mobile Client UI 5
- SSP-3 As a product owner, I'd like to rank stories in the backlog so I can communicate the 5

Working with swimlanes

Sample Scrum Project

SPRINT: Sample Sprint 2 ▾ QUICK FILTERS: Only My Issues Recently Updated

Plan Work Report Board ▾

To Do	In Progress	In Review	Done
<p>Blocker stories 3 issues</p> <p>SSPA-17 Instructions for deleting this sample board and project are in the description for this</p>	<p>SSPA-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name above</p>		<p>SSPA-10 As a developer, I can update story...</p> <p>SSPA-11 Update task status by dragging and dropping from column to column >> Try</p>
<p>Minor stories 2 issues</p> <p>SSPA-18</p>		<p>SSPA-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click</p>	<p>SSPA-10 As a developer, I can update story and task status with drag and drop (click the)</p>
<p>Everything Else 3 issues</p> <p>SSPA-13 As a developer, I can update details on an item using the Detail View >> Click the</p>	<p>SSPA-14 As a user, I can find important items on the board by using the customisable</p>	<p>SSPA-10 As a developer, I can update story...</p> <p>SSPA-12 When the last task is done, the story can be automatically closed >></p>	

Setting up swimlanes

Swimlanes

A swimlane is a row on the board that can be used to group issues. Swimlane type can be changed below and will be saved automatically.
Note: queries will not be lost when changing to another swimlane type.

Base Swimlanes on **Queries**

Group issues by custom queries. Queries are based on JQL that is additional to the saved filter of this board.

Name	JQL	Description	Add
	<input checked="" type="checkbox"/>		Add
Blocker stories	priority = Blocker		Delete
Minor stories	priority = Minor		Delete
Everything Else			

Using quick filters

Sample Scrum Project

SPRINT: Sample Sprint 2 ▾ QUICK FILTERS: **Bug Only** **Only My Issues** **Recently Updated** **quick filters**

To Do	In Progress	In Review	Done
Blocker stories 2 issues			SSPA-10 As a developer, I can update stor... 
SSPA-17  Instructions for deleting this sample board and project are in the description for this			SSPA-11  Update task status by dragging and dropping from column to column >> Try
Minor stories 1 issue			SSPA-10  As a developer, I can update story and task status with drag and drop (click the 5)
Everything Else 2 issues			SSPA-13  As a developer, I can update details on an item using the Detail View >> Click the
			SSPA-14  As a user, I can find important items on the board by using the customisable 3

Creating new quick filters

Quick Filters

Quick Filters can be used to further filter the issues in the board based on the additional JQL query.

Name	JQL	Description	
Bug Only	<input checked="" type="checkbox"/> issuetype = Bug	Displays only bug issues in the sprint	Add
Only My Issues	assignee = currentUser()	Displays issues which are currently assigned to the current user	Delete
Recently Updated	updatedDate >= -1d	Displays issues which have been updated in the last day	Delete

4

JIRA Agile for Kanban

Understanding the Kanban board

The screenshot shows the JIRA Agile Kanban board interface for a project named "Sample Kanban Project". The board is divided into four columns: Backlog, Selected for Development, In Progress, and Done. The "In Progress" column has a red background, indicating a WIP limit of 1. There are 10 cards visible on the board, each with a thumbnail and a title like "SKP-1" through "SKP-10". A tooltip for card "SKP-1" explains that Kanban cards represent work items and links to the "SKP-1" item. Another tooltip for "SKP-2" explains that boards are often divided into streams of work, aka swimlanes. The "Selected for Development" column contains two cards, while the "In Progress" column contains one card, and the "Done" column contains three cards.

Creating a new Kanban board

Create an Agile board

Scrum

Scrum focuses on planning, committing and delivering time-boxed chunks of work called Sprints.

[Create a Scrum board](#)

[Create a Scrum board with sample data](#)

Kanban

Kanban focuses on visualising your workflow and limiting work-in-progress to facilitate incremental improvements to your existing process.

[Create a Kanban board](#)

[Create a Kanban board with sample data](#)

[Cancel](#)

Create an Agile board

New project and a new board
New board is based on the new project.

Board from an existing project
Boards can contain one or more projects.

Board from an existing Saved Filter
An advanced option using a JQL filter.

[Back](#) [Next](#) [Cancel](#)

Name this board

Board name*

Saved filter*

Shares Project: Global Help Desk

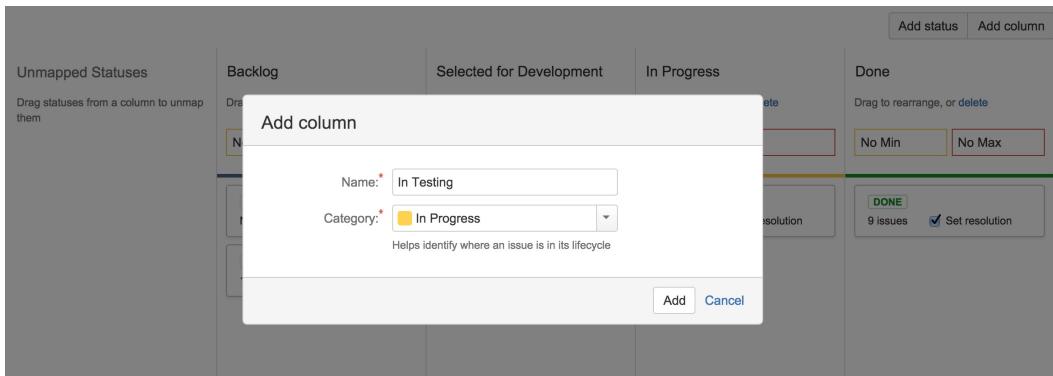
Owner **Patrick Li**

Saved Filters

Choose from a list of existing filters as a base for your new board. To create a new Saved Filter, save a search in the Issue Navigator.

Customizing your Kanban board

Visualizing workflow with Kanban



Setting up column constraints

Column management

Columns can be added, removed, reordered and renamed. Columns are based upon global statuses and can be moved between columns. Minimum and maximum constraints can be set for each mapped column.

Column Constraint **Issue Count**

Constraints can be added to columns on the board for one statistic.

Days in column Show a visual indicator on each card that represents the time spent in the column. This can help identify slow moving issues.

Simplified Workflow **Using Agile Simplified Workflow**
The workflow for project Sample Kanban Project is currently managed by JIRA Agile. Project Administrators can add and remove statuses below. [?](#)

**minimum constraint of 5
maximum constraint of 10**

Add status | Add column

Unmapped Statuses	Backlog	Selected for Development	In Progress	Done
Drag statuses from a column to unmapping them	Drag to rearrange, or delete No Min No Max	Drag to rearrange, or delete 5 10 SELECTED FOR DEVELOPM... 1 issue <input type="checkbox"/> Set resolution	Drag to rearrange, or delete 2 5 IN PROGRESS 2 issues <input type="checkbox"/> Set resolution	Drag to rearrange, or delete No Min No Max DONE 9 issues <input checked="" type="checkbox"/> Set resolution

Kanban board

Board ▾



QUICK FILTERS: Only My Issues Recently Updated

2 Backlog	1 Selected for Development Min 5 Max 10	6 In Progress Min 2 Max 5	1 Done	Release...
<p> SKPA-1 ↑ Kanban cards represent work items >> Click the "SKPA-1" link at the top of this card to</p>	<p> SKPA-2 ↑ Kanban boards are often divided into streams of work, aka Swimlanes. By default,</p>	<p> SKPA-4 Work items are ranked in priority order (from top to bottom) >> Try dragging this</p> <p> SKPA-5 Work items flow through different stages from left to right >> Try dragging this</p> <p> SKPA-6 Work In Progress (WIP) limits highlight delays. This column's limit is 1...</p> <p> SKPA-7 ... so 2 work items violate the limit and cause the column to be highlighted</p> <p> SKPA-8 Filters at the top of the board allow you to quickly cut down the shown items >> Try</p> <p> SKPA-10 Instructions for deleting this sample board and project are in the description for this</p>	<p> SKPA-9 As teams develop with Kanban they get better at reducing average resolution</p>	

Controlling what issues to show on the board

General and filter

The Board filter determines which issues appear on the board. It can be based on one or more projects, or custom JQL depending on your needs.

General

Board name **Sample Kanban Project**

Administrators **Patrick Li (patrick)**

Filter

Saved Filter **Filter for Sample Kanban Project**
[Edit Filter Query](#)

Shares **Project: Sample Kanban Project**
[Edit Filter Shares](#)

Filter Query **project = SKP ORDER BY Rank ASC**

Ranking **Using Rank**

Kanban board sub-filter **fixVersion in unreleasedVersions() OR fixVersion is EMPTY**
Further filtering of issues for unreleased work.

Filter

Saved Filter **Filter for Sample Kanban Project** [Edit Filter Query](#)

Shares **Project: Sample Kanban Project** [Edit Filter Shares](#)

Filter Query **project = SKP ORDER BY Rank ASC**

Ranking **Using Rank**

Kanban board sub-filter fixVersion in unreleasedVersions() OR fixVersion is EMPTY or resolution is EMPTY [Update](#) [Cancel](#)

Further filtering of issues for unreleased work.

Organizing your Kanban board with swimlanes

Kanban board [Board](#) [^](#)

QUICK FILTERS: [Only My Issues](#) [Recently Updated](#)

2 Backlog	1 Selected for Development	2 In Progress Max 1	1 Done	Release...
▼ Expedite 2 issues				
		<ul style="list-style-type: none"> SKPB-1 Kanban cards represent work items >> Click the "SKPB-1" link at the top of this card to SKPB-2 Kanban boards are often divided into streams of work, aka Swimlanes. By default, 		
▼ Bugs 2 issues				
<ul style="list-style-type: none"> SKPB-5 Work items flow through different stages from left to right >> Try dragging this 				<ul style="list-style-type: none"> SKPB-6 Work In Progress (WIP) limits highlight delays. This column's limit is 1...
▼ Everything Else 2 issues				
<ul style="list-style-type: none"> SKPB-3 Add work items with "+" Create Issue" at the top right of the screen >> Try adding a 	<ul style="list-style-type: none"> SKPB-4 Work items are ranked in priority order (from top to bottom) >> Try dragging this 			

Swimlanes

A swimlane is a row on the board that can be used to group issues. Swimlane type can be changed below and will be saved automatically. Note: queries will not be lost when changing to another swimlane type.

Base Swimlanes on **Queries**

Group issues by custom queries. Queries are based on JQL that is additional to the saved filter of this board.

Name	JQL	Description	
<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	Add
Expedite	priority = Highest	All issues with the highest priority.	Delete
Bugs	issuetype = Bug		Delete
Everything Else			

Kanban board

QUICK FILTERS: [Only My Issues](#) [Recently Updated](#)

Board

2 Backlog	1 Selected for Development	2 In Progress Max 1	1 Done	Release...
✓ John Kennedy 2 issues	SKPB-4 Work items are ranked in priority order (from top to bottom) >> Try dragging this	SKPB-1 Kanban cards represent work items >> Click the "SKPB-1" link at the top of this card to		
✗ Kim Lee 1 issue	SKPB-3 Add work items with "+" Create Issue" at the top right of the screen >> Try adding a			
✗ Patrick Li 2 issues	SKPB-5 Work items flow through different stages from left to right >> Try dragging this	SKPB-2 Kanban boards are often divided into streams of work, aka Swimlanes. By default,		
✗ Tom Johnson 1 issue			SKPB-6 Work In Progress (WIP) limits highlight delays. This column's limit is 1...	

Creating custom views with quick filters

Quick Filters

Quick Filters can be used to further filter the issues in the board based on the additional JQL query.

Name	JQL	Description	
Exclude Duplicated	<input checked="" type="checkbox"/> resolution not in (Duplicate)		Add
Exclude Outliers	labels not in (outlier)		Delete
Only My Issues	assignee = currentUser()	Displays issues which are currently assigned to the current user	Delete
Recently Updated	updatedDate >= -1d	Displays issues which have been updated in the last day	Delete

Kanban board

QUICK FILTERS: [Exclude Duplicated](#) [Exclude Outliers](#) [Only My Issues](#) [Recently Updated](#) [quick filters for the board](#)

Board ▾ ⌂

11 Backlog	0 Selected for Development Min 5 Max 10	3 In Progress Min 2 Max 5	5 Done	Release...
<p>SSP-1 As an Agile team, I'd like to learn about Scrum >> Click the "SSP-1" link at the left of</p>		<p>SSP-10 As a developer, I can update story and task status with drag and drop (click the</p>	<p>SSP-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Click</p>	
<p>SSP-2 As a product owner, I'd like to express work in terms of actual user problems, aka</p>		<p>SSP-11 Update task status by dragging and dropping from column to column >> Try</p>	<p>SSP-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name above</p>	

Releasing a version in Kanban

Kanban board

The screenshot shows a Kanban board with columns: Backlog, Selected for Development, In Progress, QA, Done, and Release... (button). A modal dialog titled "Release" is open, showing "3 issues will be released from Sample Kanban Project". The "Version name" is set to "module-3.0-beta" and the "Release Date" is "10/Apr/15". The "Description" field is empty. To the right of the dialog, a callout box says "these 3 issues will be included in the version". Below the dialog, a yellow bar spans the width of the board.

Column	Issue	Description
Backlog	SKP-1	Kanban cards represent work items >> Click the "SKP-1" link at the top of this card
Selected for Development	SKP-3	Add work items with "+ Create Issue" at the top right of the screen >> Try adding a
In Progress	SKP-4	Work items are ranked in priority order (from top to bottom) >> Try dragging this
QA	SKP-5	Work items flow through different stages from left to right >> Try dragging this
Done	SKP-8	Filters at the top of the board allow you to quickly cut down the shown items >> Try
Release...	SKP-9	As teams develop with Kanban they get better at reducing average resolution
	SKP-10	Instructions for deleting this sample board and project are in the description for this

Improving your team's performance

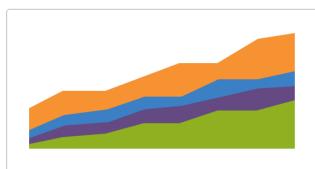
The screenshot shows a Kanban board with columns: Backlog, Selected for Development, In Progress, QA, Done, and Release... (button). A modal dialog titled "Release" is open, showing "3 issues will be released from Sample Kanban Project". The "Version name" is set to "module-3.0-beta" and the "Release Date" is "10/Apr/15". The "Description" field is empty. To the right of the dialog, a callout box says "these 3 issues will be included in the version". Below the dialog, a yellow bar spans the width of the board.

Column	Issue	Description
Backlog	SKPC-1	Kanban cards represent work items >> Click the "SKPC-1" link at the top of this card
Selected for Development	SKPC-2	Kanban boards are often divided into streams of work, aka
In Progress	SKPC-3	Add work items with "+ Create Issue" at the top right of the
QA	SKPC-4	Work items are ranked in priority order (from top to
Done	SKPC-5	Work items flow through different stages from left to right >> Try dragging this
Release...	SKPC-6	Filters at the top of the board allow you to quickly cut down
	SKPC-7	As teams develop with Kanban they get better at reducing average resolution
	SKPC-8	Instructions for deleting this sample board and project are in the description for this

Improving the process with charts and reports

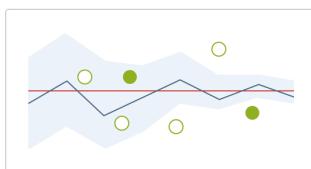
Reports: All reports ▾

Agile



Cumulative Flow Diagram

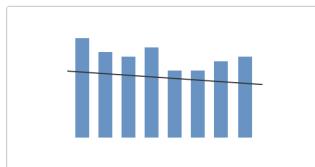
Shows the statuses of issues over time. This helps you identify potential bottlenecks that need to be investigated.



Control Chart

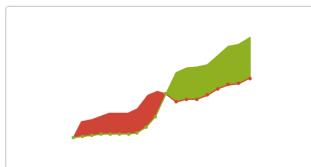
Shows the cycle time for your product, version or sprint. This helps you identify whether data from the current process can be used to determine future performance.

Issue analysis



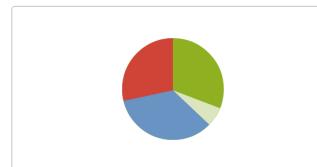
Average Age Report

Shows the average age of unresolved issues for a project or filter. This helps you see whether your backlog is being kept up to date.



Created vs. Resolved Issues Report

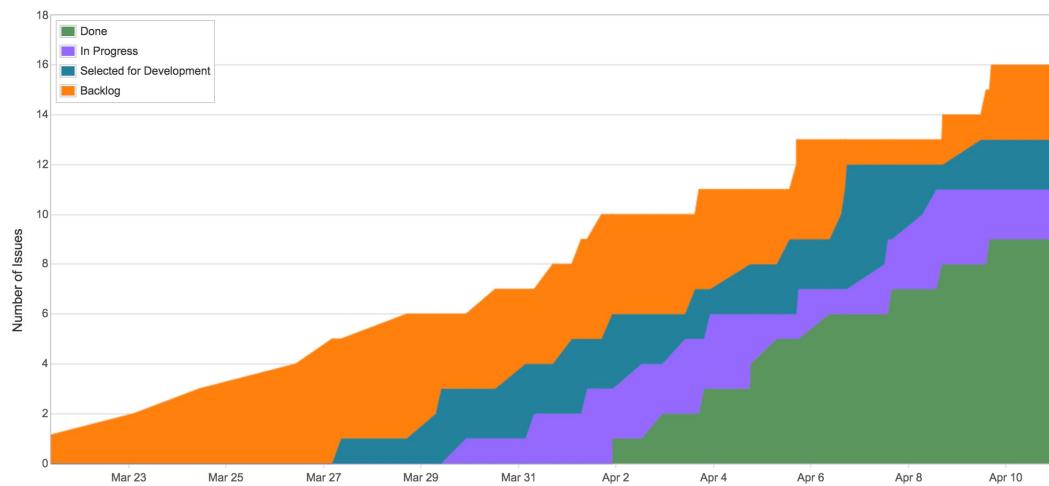
Maps created issues versus resolved issues over a period of time. This can help you understand whether your overall backlog is growing or shrinking.



Pie Chart Report

Shows a pie chart of issues for a project/filter grouped by a specified field. This helps you see the breakdown of a set of issues, at a glance.

Cumulative flow diagram



Control chart



Customizing the control chart

Time scale	Refine report	Viewing options
Timeframe All Time	Columns Selected for Development, I...	<input type="checkbox"/> Include non-working days in calculations Reset to default
Custom dates 5/Apr/15 to 19/Apr/15	Swimlanes Everything Else ▾	
Reset to default	Quick Filters None ▾	Reset to default

5

JIRA Agile – Advanced

Customizing Agile Cards

Customizing card color

Card colors

You can assign colors to your cards based on issue values, or based on queries. For query based assignment, colors will be assigned to the first matching query in the list.

Note: Configuration is not lost when changing to another color method.

The screenshot shows the 'Card colors' configuration page. At the top, there's a dropdown menu set to 'Queries'. Below it, two tabs are visible: 'Color' (selected) and 'JQL'. Under 'Color', there are two color swatches: a teal one and a green one. An 'Add' button is located to the right of the green swatch. Below these, a list of color definitions is shown. The first item is a red square with a checkmark and the query 'duedate <= "1d"'. It includes a color picker, hex code '#cc0000', and sliders for R (204), G (0), B (0) and H (0), S (100), B (80). To the right of this row are three 'Delete' buttons. There are also vertical ellipsis buttons on the left side of the list.

To Do	In Progress	Done
<p>▼ SSPA-6 TO DO 1 sub-task As a scrum master, I'd like to break stories down into tasks w...</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p> SSPA-7 </p> <p>This is a sample task. Tasks are used to break</p> </div>		
<p>▼ Other Issues 4 issues</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p> SSPA-5 ↑ As a team, I'd like to commit to a set of stories 1</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p> SSPA-1 ↑ As an Agile team, I'd like to learn about 2</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p> SSPA-2 ↑ As a product owner, I'd like to express work in 2</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p> SSPA-8 ↓ As a product owner, I'd like to include bugs,</p> </div> </div>		

Customizing card layout

Card layout

Cards can be configured to show up to three extra fields.

Backlog

Field Name

Affects Version/s	Add
Labels	Delete
Component/s	Delete

Active sprints

Field Name

	Add
Creator	Delete
Assignee	Delete
Component/s	Delete

⌄ **Sprint 4** 3 issues



01/Jun/15 11:11 PM • 15/Jul/15 11:11 PM

2 linked pages



...

⚡ SKP-17 Background and strategic fit		<input checked="" type="checkbox"/>
sample · Authentication, Database		
⚡ SKP-18 Responsive width to auto-adjust depending on screen size		<input checked="" type="checkbox"/>
None · Authentication, UI		
⚡ SKP-19 Reduce on-screen assets to simplify UI		<input checked="" type="checkbox"/>
secret · UI		

Customizing card details view

Issue Detail View

Add, delete or reorder fields on the Issue Detail View.

General Fields

Field Name

Affects Version/s	<input type="button" value="Add"/>
Status	<input type="button" value="Delete"/>
Fix Version/s	<input type="button" value="Delete"/>
Epic	<input type="button" value="Delete"/>

Date Fields

Field Name

Release Date	<input type="button" value="Add"/>
Created	<input type="button" value="Delete"/>
Updated	<input type="button" value="Delete"/>
Due Date	<input type="button" value="Delete"/>

Sample Scrum Project A / [SSPA-1](#)

As an Agile team, I'd like to learn about Scrum >>
Click the "SSPA-1" link at the left of this row to see
detail in the Description tab on the right

Estimate: 2

Details

Status: **TO DO**

Fix Version/s: Version 2.0

Epic: None

People

Reporter: Patrick Li

Assignee: Tom Johnson

Dates

Created: 04/May/15 6:12 PM

Updated: 04/May/15 9:28 PM

Due Date: 8/May/15

Running parallel sprints with Scrum

✓ Sprint 2 6 issues

28/Apr/15 12:15 PM • 12/May/15 12:35 PM

3 5 6

Linked pages



current active sprint

	↑ SSPB-10 As a developer, I can update story and task status with drag and drop	Version 2.0		5
	↑ SSPB-13 As a developer, I can update details on an item using the Detail View	Version 2.0		
	↑ SSPB-14 As a user, I can find important items on the board by using the customisable "Quick			3
	↑ SSPB-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> Cl			4
	↑ SSPB-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name a			2
	↑ SSPB-17 Instructions for deleting this sample board and project are in the description for this			

✓ Sprint 3 2 issues

you can start a new sprint

Start Sprint

...

Linked pages



	↑ SSPB-5 As a team, I'd like to commit to a set of stories to be completed in a sprint (or iteration)		1	
	↑ SSPB-1 As an Agile team, I'd like to learn about Scrum >> Click the "SSPB-1"	Version 2.0		2

2 issues Estimate 3

Displaying JIRA Agile reports

Using JIRA dashboard

Create New Dashboard

Name *

Description

Start From

Choose a dashboard whose gadgets will be copied to the new dashboard.
Alternatively, choose 'Blank dashboard' to create a dashboard with no gadgets.

Favorite

Shares

click here to add your sharing setting

Add Shares

Shared with everyone with permission to browse the 'Top Secret Project' project

Add a gadget

Manage gadgets [X](#)

agile

CATEGORIES

- All 12
- Charts 5
- JIRA 12
- Other 0
- Wallboard 10



Agile Classic Card View
By Atlassian • Local

Display a specific issue or all the issues in a version.

[Show XML link](#)



Agile Classic Cumulative Flow Chart
By Atlassian • Local

View the cumulative flow chart for a project (Wallboard capable)

[Show XML link](#)



Agile Classic Days Remaining
By Atlassian • Local

Displays the days remaining in specified project iteration (Wallboard capable)

[Show XML link](#)



Agile Classic Gadget
By Atlassian • Local

[Add gadget](#)

Scrum Dashboard

+ Add Gadget [Edit Layout](#) [Tools](#)

Agile Sprint Health Gadget

Board: Sample Scrum Project

Show board name

Show sprint name

Show assignees

Sprint: Next Sprint Due (auto)

Auto refresh: Update every 15 minutes

[Save](#)

Agile Sprint Burndown Gadget

Board: Sample Scrum Project

Show board name

Board: Next Sprint Due (auto)

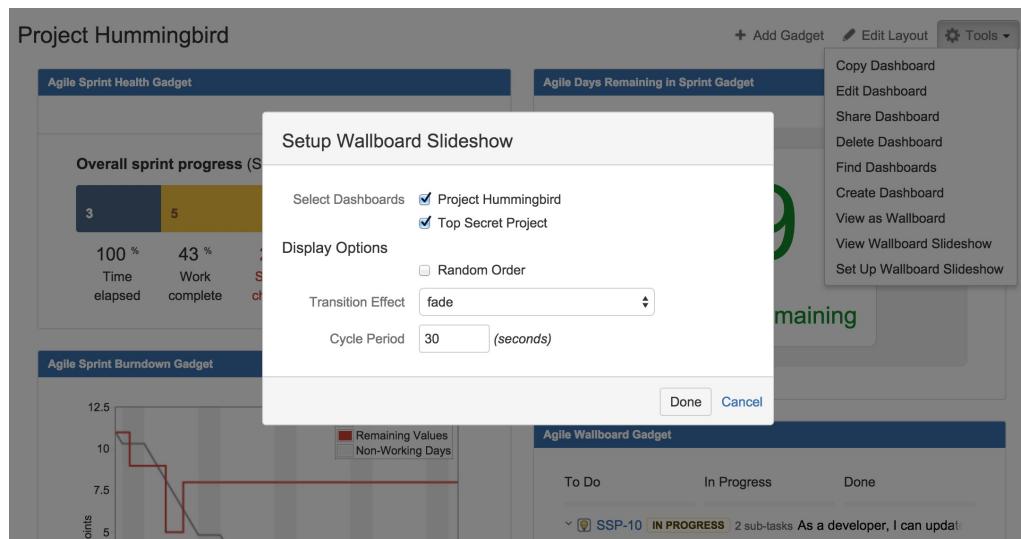
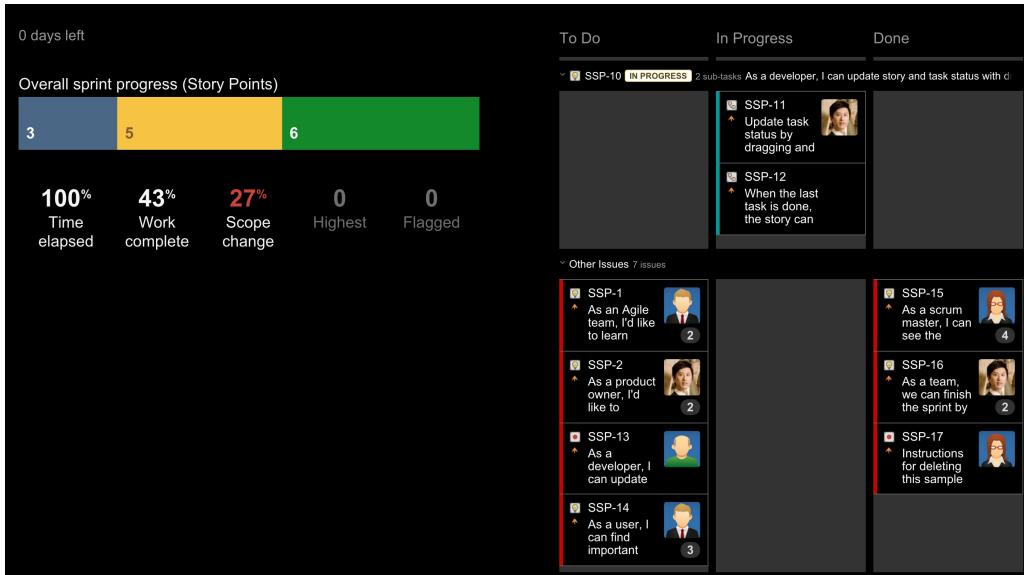
Show sprint name

Refresh Interval: Every 15 Minutes

How often you would like this gadget to update

[Save](#)

Using wallboard



Integrating JIRA Agile with Confluence

Settings up application link with Confluence

Configure Application Links ⓘ

You have no application links right now. To create an application link begin by entering the URL of application you wish to link to.

Application Create new link

Link applications

You are creating a link from:

Display URL: http://wiki.localhost.com:8090
Application URL: http://wiki.localhost.com:8090
Name: Confluence
Application: Confluence

To this application:

Display URL: http://jira.localhost.com:8080
Application URL: http://jira.localhost.com:8080
Name: JIRA
Application: JIRA

The servers have the same set of users and usernames. ⓘ
If unsure leave unchecked.

I am an administrator on both instances.

Continue Cancel

Link applications

You are creating a link from:

 **Display URL:** http://jira.localhost.com:8080

Application URL: http://jira.localhost.com:8080

Name: JIRA

Application: JIRA

To this application:

 **Display URL:** http://wiki.localhost.com:8090

Application URL: http://wiki.localhost.com:8090

Name: Confluence

Application: Confluence

 Click continue to create the link and be redirected back to
JIRA

[Continue](#) [Cancel](#)

Configure Application Links ?

Application	Enter the URL of the application you want to link	Create new link			
 Application Link 'Confluence' created successfully.	×				
Name	Display URL	Application URL	Application	Edit	
 Confluence	http://wiki.localhost.com:8090	http://wiki.localhost.com:8090	Confluence	Edit	

Creating Confluence pages from epics

Backlog

The screenshot shows the Jira backlog interface. At the top, there is a search bar and quick filters for "Only My Issues" and "Recently Updated". Below this, a sidebar on the left lists project navigation options like "EPICS", "All issues", "Completed", "Unestimated", "Estimate", "Create issue in current space", and "Linked pages". A specific epic titled "Team 1 Sprint" is selected, showing 6 issues. The first issue listed is "Client Authentication" (SSP-24), which is described as "Develop authentication module between server and client". The issue has a status of "In Progress" and was created on 03/Apr/15 at 9:12 AM, last updated on 17/Apr/15 at 9:32 AM. It is assigned to four team members. A tooltip for this issue states: "As a developer, I can update story and task status with drag and drop (Version 2.0)". A "Linked pages" modal is open over this issue, showing a list of linked pages such as "Jira report", "Product requirements", "Share a link", and "Troubleshooting article". There are also buttons to "Link page" or "Create page". On the right side of the screen, there are three colored status indicators (blue, yellow, green) with counts of 3, 5, and 6 respectively.

The screenshot shows the Confluence "Create" dialog. At the top, it says "Create" and has a "Select space" dropdown set to "Top Secret Project" with a red arrow pointing to it and the text "make sure the space is correct". Below this, there is a placeholder text: "communicate them with your team.". The dialog lists several template types with their icons and descriptions:

- How-to article**: Provide step-by-step guidance for completing a task.
- JIRA report**: Communicate JIRA information in easy to read reports.
- Meeting notes**: Plan your meetings and share notes and actions with your team.
- Product requirements**: Define, track and scope requirements for your product or feature.
- Retrospective**: What went well? What could have gone better? Crowdsource improvements with your team.
- Share a link**: Share and discuss content from the web like articles and videos with your team.
- Task report**
- Troubleshooting article**

At the bottom of the dialog, there is a button to "Add or customise templates for the selected space", a "Create" button, and a "Close" button.

Let's get started

With product requirements you can...

1 Define document

properties

Add properties like status and owner to your document to make it easy to organise and sort your product requirements.

Target release	1.0
Epic	TIS-7 - Mobile IN PROGRESS
Document status	DRAFT
Document owner	Ryan Lee
Designer	Cassie Owens
Developers	William Smith

Don't show this again

2 Create requirements

The customisable template brings structure and consistency to your product requirements. If you use JIRA you can create stories right from the requirements page.



3 Track progress

See the status of all your requirements at a glance. Sort by properties like status and release, or access linked JIRA issues from your requirements pages.



[Back](#) [Create](#) [Close](#)

Backlog

QUICK FILTERS: Only My Issues Recently Updated

EPICS

All issues

Client Authentication
SSP-24 Develop authentication module between server and client

Issues 1
Completed 0
Unestimated
Estimate
Create issue in epics
1 linked page

Issues without estimate
Issues without estimate
Issues without estimate

Team 1 Sprint 0 of 6 issues visible Clear all filters
03/Apr/15 9:12 AM • 17/Apr/15 9:32 AM

All issues in this sprint are currently filtered

Team 2 Sprint 0 of 2 issues visible Clear all filters
03/Apr/15 6:28 PM

All issues in this sprint are currently filtered

Linked pages

Desktop Client Authentication

Link page Create page

Backlog

QUICK FILTERS: Only My Issues Recently Updated

EPICS [Create epic](#) |

All issues

Client Authentication
SSP-24 Develop authentication module between server and client

Issues 1
Completed 0
Unestimated 0
Estimate
Create issue in epics
1 linked page

Issues without estimate
Issues without estimate
Issues without estimate

Team 1 Sprint 0 of 6 issues visible Clear all filters 3 5 6
03/Apr/15 9:12 AM • 17/Apr/15 9:32 AM

All issues in this sprint are currently filtered

Team 2 Sprint 0 of 2 issues visible Clear all filters 4 0 0
03/Apr/15 6:28 PM

All issues in this sprint are currently filtered

Linked pages

mobile

Mobile Design Top Secret Project
Security module for mobile devices Top Secret Project

+ Create issue

Back

Create Sprint

master, I'd like to break stories down into tasks we can Client Authentication 1

Creating user stories from Confluence

Requirements

#		User Story	Importance	Notes
1	Responsive width to auto-adjust depending on screen size		Must Have	
2	Reduce on-screen assets to simplify UI		Must Have	
3			Nice to have	

Requirements

The screenshot shows a table with three rows. The first two rows are visible, while the third row is partially visible at the bottom. A modal dialog box is overlaid on the table, centered over the second row. The dialog has a title 'Create Issue' and contains fields for 'Summary*' (containing 'Responsive width to auto-adjust depending on screen size'), 'Description' (empty), and 'Link to epic' (checkbox checked, linking to 'SSP-24'). At the bottom of the dialog are 'Create' and 'Cancel' buttons. Below the dialog, a message says 'Looks like you are creating issues from a table. Create 2 issues from this table.'.

#	Title	User Story	Importance	Notes
1	Responsive width to auto-adjust depending on screen size		Must Have	
2			Must Have	

Mobile Client Des

Created by Patrick Li, last modified less than a minute ago

Target release	2.1
Epic	SSP-24
Document status	COMPLETE
Document owner	@Patrick Li
Designer	@John Kerr
Developers	@Tom Johnson
QA	@Kim Lee

JIRA links

Epics

[Mobile Client UI](#)

Develop responsive mobile client UI

Issues

[SKP-19](#) BACKLOG

Reduce on-screen assets to simplify UI

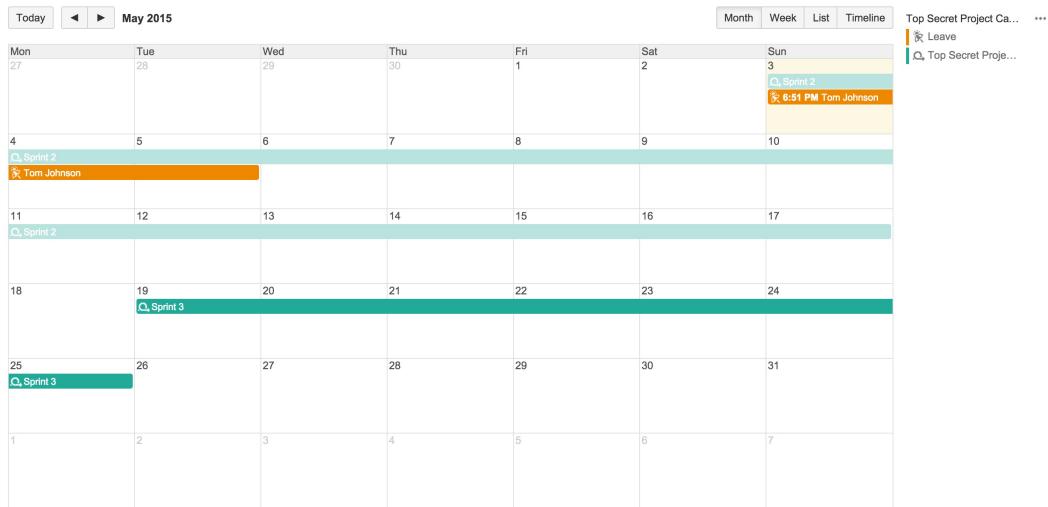
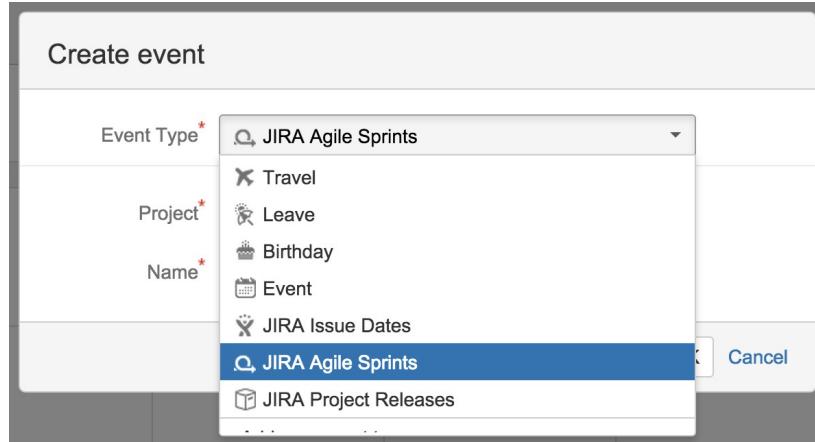
[SKP-18](#) BACKLOG

Responsive width to auto-adjust depending on screen size

Requirements

#	Title	User Story	Importance	Notes
1	Responsive width to auto-adjust depending on screen size SKP-18 BACKLOG		Must Have	
2	Reduce on-screen assets to simplify UI SKP-19 BACKLOG		Must Have	

Planning your sprints with Team Calendar



The screenshot shows a 'My Calendars' view for May. A modal window titled 'Top Secret Project Calendar' is open, displaying the calendar for the week of May 11-19. The modal includes a 'General' section with a 'Calendar link' field containing the URL <http://wiki.localhost.com:8090/calendar/preview>. Below the link is a note: 'Copy the link to share the Calendar with others or paste the link on a Confluence page to embed the calendar in your content.' To the right of the modal is a context menu with options like 'Event', '+ Add Calendar', 'Edit', 'Restrictions', 'Remove...', 'Share or Embed', 'Subscribe', 'Export to iCalendar', and 'Refresh'. The 'Share or Embed' option is highlighted.

The screenshot shows a 'PROJECT SHORTCUTS' sidebar with 'Issues' and 'Project Calendar' sections. A 'Give feedback' button is also present. A 'Add link' dialog is open in the center, prompting for a 'Web address' (e.g., <http://www.atlassian.com>) and a 'Label' (e.g., Atlassian website). Below the dialog, a series of numbered steps provide instructions for using the application, such as 'SKP-1' through 'SKP-7'. The background shows a Kanban board with work items and swimlanes.

Capturing sprint meeting notes

Backlog

The screenshot shows a Confluence backlog interface. At the top, there are filters for "QUICK FILTERS: Only My Issues" and "Recently Updated". Below this, a section titled "Sprint 4" lists three issues: SKP-17, SKP-18, and SKP-19. To the right of the backlog is a sidebar titled "Linked pages" which contains two entries: "2015-04-28 Meeting notes" and "2015-04-30 Meeting notes". There are also "Link page" and "Create page" buttons. A small icon indicates 2 linked pages.

Pages / Top Secret Project Home / Meeting notes 1 JIRA link

2015-04-30 Meeting notes

Created by Patrick Li, last modified just a moment ago

Date

03 May 2015

Attendees

- @Patrick Li
- @John Kennedy
- @Tom Johnson
- @Kim Lee

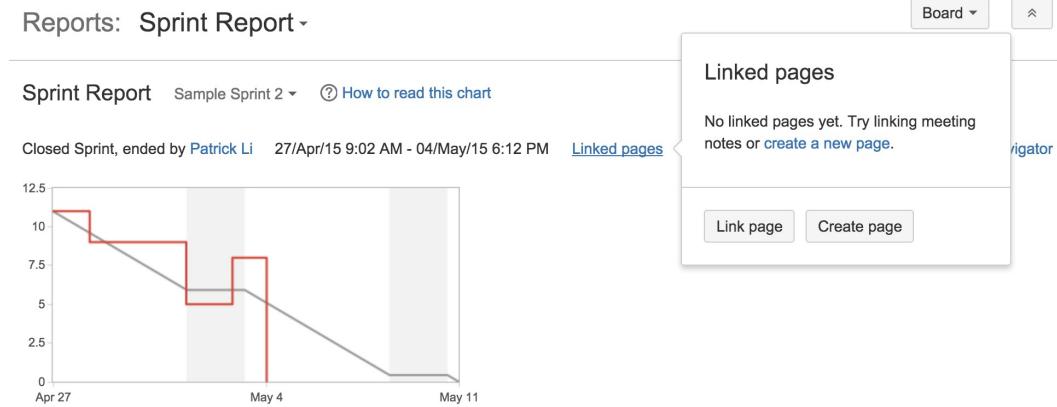
Goals

- Review current sprint progress.
- Review and identify any road blockers.

JIRA links

Sprints
Sprint 4
12 days remaining

Creating retrospective reports



Displaying your project in Confluence

The screenshot shows a "Select report type" dialog. It lists three options: "Change log", "Create a report with a list of JIRA issues for a project, release or specific query.", and "Status report". The "Status report" option is highlighted with a pie chart icon and a description: "Create a report with charts to communicate the status of your release with stakeholders." To the right, there is an "About JIRA reports" section with the text: "Communicate JIRA information in easy to read reports." and a stylized human figure icon. At the bottom right are "Next" and "Close" buttons.

Top Secret Project 1.0

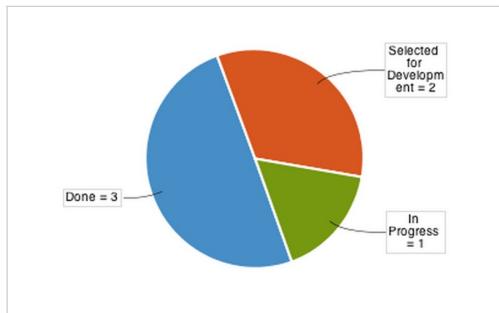
Created by Patrick Li, last modified just a moment ago

Date	May 04, 2015
Issues	6 issues
Status	GREEN

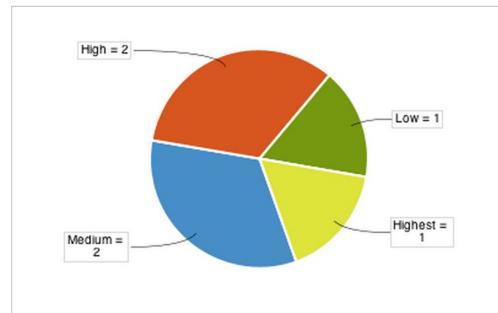
Report summary

Quick progress overview on release version 1.0.

Overall status for 6 issues



Priority



Working with JIRA Agile offline

▼ Team 1 Sprint 5 issues

3 5 6



03/Apr/15 9:12 AM • 17/Apr/15 9:32 AM

click to print



...

	▲ SSP-10 As a developer, I can update story and task status with drag and drop	Version 2.0		5
	▲ SSP-13 As a developer, I can update details on an item	Version 2.0	Mobile Client UI	
	▲ SSP-14 As a user, I can find important items on the board by using the	Mobile Client UI		3
	▲ SSP-15 As a scrum master, I can see the progress of a sprint via the Burndown Chart >> C	Mobile Client UI		4
	▲ SSP-16 As a team, we can finish the sprint by clicking the cog icon next to the sprint name	Mobile Client UI		2

Print Cards

Generate PDF

SSP-10

Story ▲



As a developer, I can update story and task status with drag and drop (click the triangle at far left of this story to show sub-tasks)

Sub-Tasks: SSP-11, SSP-12

SSP-13

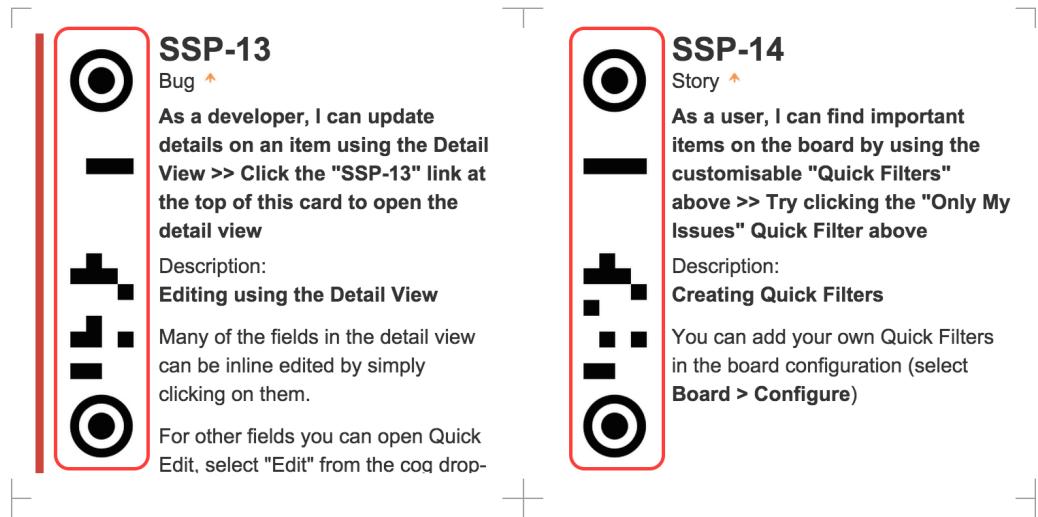
Bug ▲

As a developer, I can update details on an item using the Detail View >> Click the "SSP-13" link at the top of this card to open the detail view

Description:
Editing using the Detail View

Many of the fields in the detail view can be inline edited by simply clicking on them.

For other fields you can open Quick Edit, select "Edit" from the cog drop-down.



Sample Scrum Project
Sample Scrum Project ▾

- Backlog
- Active sprints
- Releases
- Reports
- Issues
- Add-ons
 - Agile Cards: Upload Task Board ...
 - Agile Cards: Define Task Board ...

Agile Cards: Define Task Board Layout
Define your splitters layout.

To Do In Progress Done

Print splitters

Note: if you want to know more about Task Board Scanner feature please refer to the documentation.



Agile Cards: Upload Task Board Photo

Take a photo, upload it here and you will have option to change issues statuses.

[Upload photo](#)

