## **Table of Contents**

| Pretace                                                                                    | 1           |
|--------------------------------------------------------------------------------------------|-------------|
| Chapter 1: Getting Started with Creating Projects<br>Introduction to JIRA<br>What is JIRA? | 5<br>5<br>5 |
| Creating an account with Atlassian                                                         | 6           |
| How JIRA uses projects to keep work organized                                              | 10          |
| Project management                                                                         | 14          |
| Summary of project settings                                                                | 18          |
| How to set up a project using a scheme, screens, workflows, and                            | 10          |
| permissions                                                                                | 22          |
| Screens                                                                                    | 22          |
| Workflows                                                                                  | 25          |
| Permissions                                                                                | 28          |
| Notifications                                                                              | 29          |
| Summary                                                                                    | 30          |
| Chapter 2: Managing Work Items                                                             | 31          |
| Introducing epics, stories, bugs, and tasks                                                | 31          |
| Creating epics, stories, bugs, and tasks                                                   | 32          |
| Issue type attributes and adding and removing them                                         | 41          |
| Managing items in the backlog                                                              | 46          |
| Creating and configuring our board                                                         | 56          |
| Summary                                                                                    | 66          |
| Chapter 3: Running Your Project in JIRA                                                    | 67          |
| Creating and starting a sprint                                                             | 67          |
| The daily scrum                                                                            | 75          |
| Smaller stories and tasks                                                                  | 81          |
| Closing the sprint – the sprint report                                                     | 84          |
| Summary                                                                                    | 87          |
| Chapter 4: Working with Reports                                                            | 89          |
| Versions and releases                                                                      | 89          |
| Burndown reports                                                                           | 95          |
| Burndown example one                                                                       | 95          |
| Burndown example two                                                                       | 96          |
| Burndown report                                                                            | 97          |
| Sprint reports                                                                             | 98          |
| Velocity charts                                                                            | 100         |
|                                                                                            |             |

## Table of Contents

| Velocity charts – an example             | 100 |
|------------------------------------------|-----|
| Release and epic burndowns               | 101 |
| Release burndown – an example            | 101 |
| Version and epic reports                 | 103 |
| Version report – an example              | 104 |
| Summary                                  | 105 |
| Chapter 5: Issue Searching and Filtering | 107 |
| Issue searching using JQL                | 107 |
| Simple and advanced JQL editors in JIRA  | 108 |
| Saving and managing filters              | 111 |
| Executing bulk changes                   | 114 |
| Creating new boards from saved filters   | 120 |
| Summary                                  | 125 |
| Chapter 6: Dashboards and Widgets        | 127 |
| Creating and managing a dashboard        | 127 |
| Adding gadgets to our dashboard          | 131 |
| Sharing a dashboard                      | 141 |
| Summary                                  | 142 |
| Other Books You May Enjoy                | 143 |
| Index                                    | 147 |

[ii] —

\_\_\_\_