

**Jira Project Management**

**Course Number:** JRA-100  
**Duration:** 2 days

**Overview**

This Jira Project Management training teaches attendees how to use Jira® to manage Agile software development projects. Key concepts covered include issues, workflows, Scrum boards, and reporting.

**Prerequisites**

There are no prerequisites for this course.

**Materials**

All Jira training students receive comprehensive courseware.

**Software Needed on Each Student PC**

Accelebrate can provide a remote lab environment for this class.  All attendees should have computers with Internet access and a modern web browser (ideally Chrome).

**Objectives**

All attendees will learn:

* Jira project management features
* Jira Agile (Scrum and Kanban)
* Jira workflow management

**Outline**

* Introductions and Administration
* High-Level Jira Overview
  + Issue Overview
  + Workflow Overview
  + Project Overview
  + Portfolio Overview
  + Reports Overview
  + Agile Overview
* Jira Administration and Configuration
  + Global versus Project Level Configuration Choices
  + Issue Types
  + Issue Sets (Issue Type Scheme)
  + Field Sets (Field Configurations)
  + Screen sets (Issue Type Screen Schemes)
  + Permission Schemes
  + Statuses and Priorities
  + Workflows
    - Statuses
    - Transitions
    - Agile versus Standard
  + Permissions
  + Roles
* Project Structure
  + Configurable
    - Permissions
    - Workflow Rules
    - Issue Type Content
    - Notifications
    - Versions/Releases
    - Components
* Plug-In Overview
  + Portfolio Plug-Ins
  + Tempo Plug-Ins
* Jira End User Overview
* Introduction to Issues and Issue Tracking
  + Descriptive Information
  + Dates
  + Priority
  + Status
  + Ownership
  + Lab
* Working with Issues
  + Creating Issues
  + Logging Work
  + Changing Status
  + Closing Issues
  + Notifications
  + History/Audit trail
  + Lab
* Jira Agile Add-On
  + Kanban Boards
    - Creating
    - Configuring
    - Kanban Related Reporting
  + Scrum Boards
    - Creating
    - Configuring
    - Scrum Related Reporting
  + Simplified Agile Workflows versus Standard Workflows
* Searching and Reporting
  + Filters
  + Basic and JQL Based
  + Standard Reports
  + Customizable Reports
  + Dashboards
  + Optional Add-On: All-In-One Jira Reports
* Conclusion