Jira Administration (Cloud)

📅 1 Day

🏢 Classroom, Webinar

This Jira Software Administration training course explores how Atlassian Jira Software can be tailored to meet specific needs with an in depth look at effective administration and configuration.

About this course

Is this course right for me?

This course is ideal for new Jira application administrators and those with the responsibility of defining projects and configurations for use within agile teams.

Objectives and outcomes

By the end of this course, you will understand how Jira can be tailored to meet specific project and processing needs.

Prerequisites

- Access to a laptop.

- Internet connection

- Completion of the Clearvision 'Agile with Jira Software Essentials' training course (or equivalent) is recommended.

Modules breakdown

Module 1: Jira concepts overview

Module Sections

1. Introduction
2. Summary of users and groups
3. Projects
4. Project roles
5. Schemes
6. Audit logs

Lab Exercises

1. Create a Jira project and project category
2. Exploring the Issue type scheme

Module 2: User and group management

Module Sections

1. Users and the user browser
2. User sign up
3. Groups and the group browser
4. Global permissions

Lab Exercises

1. Public sign up and groups
2. Add new users and create/assign groups

Module 3: Project administration

Module Sections

1. Project administration vs. global administration
2. Versions
3. Components
4. Access control
   - Project roles
   - Permission schemes
   - Issue security schemes

Lab Exercises

1. Create a project role and a permission scheme
2. Set up an issue security scheme

Module 4: The simpler schemes

Module Sections

1. Issue Type
   - Issue type schemes
2. Notification
   - Notification schemes
   - Events
3. Priority
   - Priority schemes

Lab Exercises

1. Create a new Issue type
2. Create an issue type scheme
3. Create a notification scheme
4. View the default priority scheme

Module 5: Fields

Module Sections

1. Resolutions
2. Custom fields
3. New options in custom fields
4. Field configuration schemes
5. Field configurations
6. Re-indexing and index recovery

Lab Exercises

1. Create custom fields
2. Define a context
3. Create a field configuration
4. Make use of a field configuration scheme

Module 6: Screens

Module Sections

1. Understanding screen schemes
2. Screen schemes
3. Creating screens
4. Modifying screens

Lab Exercises

1. Create a screen
2. Modify screen contents
3. Implement a screen scheme
4. Implement an issue type screen scheme

Module 7: Workflows

Module Sections

1. The visual workflow designer
2. Planning workflows
3. The status attribute
4. Transitions
5. Mapping workflow status to agile boards
6. Workflow triggers
7. Creating a workflow
8. Creating workflow schemes
9. Workflow sharing

Lab Exercises

1. Add states into a workflow
2. Configure screens on transitions
3. Using post functions and validators
4. Configuring agile boards to match workflow changes
5. Implementing workflow schemes
6. Putting it all together