Jira for Admin Essentials (TTDV7540) Training

Duration: **2 Day**

BILGINÇ IT Academy
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Overview

Learn how to administer Jira.

Tracking issues is a critical component of your project management strategy. Jira provides a web based repository for creating, tracking, and reporting on feature requests, bugs reported, or managing your workflow. This hands-on course enables you to administer a Jira instance and “learn by doing”. The course focus is on exploring best practices and practical skills through hands-on activities.

You’ll also receive a copy of Jira Essentials - Fourth Edition by Patrick Li.

Who Should Attend?

Administrators who are new to Jira.

Prerequisites

You should have experience with the basic platform administration principles.

What You Will Learn

Join an engaging hands-on learning environment, where you’ll explore:

- Getting started with Jira Administration
- Groups vs Roles
- Project Resolution
- Schemes
- Jira as a Platform
- Workflows
- Custom Fields
- User Lifecycle
- Remote JIRA Access
- Migrating Data into Jira

This course has a 50% hands-on labs to 50% lecture ratio with engaging instruction, demos, group discussions, labs, and project work.

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Outline

Getting started with Jira Administration

- JIRA conceptual review
- Core concepts
- Terminology
- Infrastructure
- Jira roles

Groups vs Roles

- Overview
- Project roles
- Creating a role
- Project scaling
- Jira User management

Project Resolution

- Project status
- Resolved status
- Resolution date

Schemes

- Overview
- Project scope schemes
- Adding users to schemes
- Issue type schemes
- Notification schemes
- Permission schemes
- Issue security schemes
- working with schemes

Jira as a Platform

- Overview
- What can be configured
- Basic Jira project setup
- Advanced project setup
- Workflows
- Overview
- Designing a workflow
- Defining a workflow
- Implementing a workflow
- Deploying workflows
- Workflow events
- Transitions and sub-tasks
- Custom Fields
- Overview
- Field types
- Field context

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- Limiting contexts
- Adding contexts
- Screens and field configuration
- Best practices for custom fields

User Lifecycle

- Overview
- Adding users
- Adding third-party users
- Modifying users
- Deactivating users

Remote Jira Access

- Overview
- Emails
- SQL
- REST
- Webhooks
- XML and RSS
- Command Line Interface
- Integrating Jira with other applications

Migrating Data into Jira

- Overview
- Migration steps
- The CSV importer
- Jira cloud migration

Summary and Best Practices

- Looking back at the “Big Picture