

Getting Started with Jira for Team Users - TTDV7544

Boost Your Agile Project Task Organization, Workflows and Outcomes using Jira!

Duration: 3 Days

Skill Level: Introductory

Available Format: Instructor-Led Online ; On Public Schedule

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What You'll Learn

Overview

Jira is an Agile-centric, valuable tool for managing, tracking, and prioritizing tasks, enhancing workflow efficiency, and augmenting productivity. Understanding and implementing Jira capabilities will allow you to improve your team's workflow efficiency and overall productivity, lending an edge to your organization's project outcomes.

Getting Started with Jira for Team Members is a hands-on course designed to guide you through the most useful features of Jira to help organize and execute Agile projects on your team.

Working in a hands-on learning environment guided by our expert Jira instructor, you'll explore the essential facets of Jira. You'll acquire and gain practical experience with managing Issues and Bugs, understanding different Issue Types, and working with Sub-Tasks. You'll master Workflow operations like editing, copying, and deleting, fundamental to the Agile project management process. You'll also gain experience with operational aspects like exploiting screens for Workflow Transitions and Views, along with managing Custom Fields for issues. The latter half of the course takes a deep dive into Agile, where you'll learn to create Epics and Stories, plan Sprints, and work with Scrum Boards, ingraining a strong foundation in Agile principles.

You'll leave the course equipped to effectively apply Jira's functionalities to your daily tasks, leading to heightened productivity and improved project outcomes. The focus is on the real-world application of your newly gained knowledge, allowing you to take these skills back to your team and drive successful project completion.

NOTE: Students responsible for Jira administration should consider **TTDV7540 JumpStart to Jira for Administrators** as an alternative course.

Objectives

This course provides essential understanding in the practical use of the Jira in an Agile context. This course is approximately 50% hands-on, combining expert lecture, real-world demonstrations and group discussions with machine-based practical labs and exercises. Throughout the course you will learn to:

- Grasp fundamental Jira concepts and core essentials, becoming comfortable with the user-friendly platform and its many features.
- Develop your skills in setting up, managing, and navigating through various Jira Projects, enhancing your efficiency in the digital workspace.
- Understand different types of Issues and Bugs, learn to work with Sub-Tasks, and utilize these insights to streamline your project tasks.
- Get hands-on experience with Workflow operations like editing, copying, and deleting, to better facilitate the Agile project management process.
- Dive into the world of Jira Agile, learning how to create Epics and Stories, plan Sprints, and effectively work with Scrum Boards.

Need different skills or topics? If your team requires different topics or tools, additional skills or custom approach, this course may be further adjusted to accommodate. We offer additional Jira, Agile, DevOps, container, and other related topics that may be blended with this course for a track that best suits your needs.

Audience

The introductory-level course is ideally suited for professionals **new to Jira** who are stepping into the Agile project management space, especially those working in roles like project coordinators, team leads, and Scrum masters. It's also a great fit for team members who regularly interact with Jira for tracking and managing tasks within their organization. This course can benefit anyone keen on enhancing their project management skills, streamlining workflows, and improving their efficiency with Jira. **This course is not for experienced Jira users.**

Pre-Requisites

- Some exposure to foundational project management concepts, even if it's theoretical, will be helpful to grasp the teachings more effectively.
- Having previously worked within a team-based environment would be beneficial in understanding the collaborative aspect of using Jira.

Related Courses - Jira Training Suite

- TTDV7540 Jump Start to Jira for Administrators
- TTDV7541 Jump Start to Jira for End Users
- TTDV7543 Jump Start to Jira Portfolio / Planning with Jira Portfolio
- TTDV7544 Getting Started Jira for Team Members
- TTDV7545 Getting Started with Confluence (with Jira)
- TTDV7548 Next Level Jira (with Confluence)

Agenda

Please note that this list of topics is based on our standard course offering, evolved from typical industry uses and trends. We will work with you to tune this course and level of coverage to target the skills you need most. Course agenda, topics and labs are subject to adjust during live delivery in response to student skill level, interests and participation.

Session: Jira Core

Jira Overview

- Jira Features and uses
- Jira, Agile, and Kanban
- Scrum Ceremonies
- Projects
- Planning
- Team Members and Users
- Exercise: Hello, Jira (New Project)

Jira Core

- Core essentials
- Dashboards
- Projects
- Issues
- Search

- JQL
- Exercise: Working with Jira Core

Jira Projects

- Project Screens
- Navigation
- Key Screens
- Shortcuts
- Tasks and Task Management
- Process Management
- Project Management
- Exercise: Setting up your project

Issues

- Issues and Bugs
- Issue Types
- Working with Issues
- Operations and Sub-Tasks
- Resolving Issues
- Exercise: Reporting and Resolving Issues

Workflows

- Workflow Essentials
- Workflow operations
- Editing, copying and deleting
- Exercise: Working with Workflows

Screens

- Issue Operations
- Workflow Transitions
- Views
- Schemes
- Screen Operations
- Exercise: Exploiting Screens

Fields

- Fields
- Custom Fields

- Issue Features
- Time Tracking
- Statuses and Resolutions
- Priorities
- Exercise: Managing Fields

Session: Jira Agile (FKA Greenhopper)

Jira Agile Overview

- Jira Agile
- Agile Board Filters and JQL
- Workflows

Jira Agile for Scrum

- Scrum Roles
- Scrum Master
- The Scrum Board
- Creating Epics and Stories
- Planning Sprints
- Creating issues in Jira Agile
- Starting, Working, and Completing a Sprint
- Burndown Chart
- Velocity Chart
- Exercise: Scrum Reporting with Jira

Tips, Tricks, and Recommendations [Optional]

- Sprint Planning
- Agile Cards
- Wallboard
- Checkins and Jira
- Continuous Integration
- Documenting Meeting and Retrospectives
- Jira and Kanban
- Jira to team improvement

All applicable course software, digital courseware files or course notes, labs, data sets and solutions, live coaching support channels and rich extended learning and post training resources are provided for you in our “easy access, no install required” online **Learning Experience Platform (LXP)**, remote lab and content environment. Access periods vary by course. We’ll collaborate with you to ensure your team is set up and ready to go well in advance of the class. Please inquire about set up details and options for your specific course of interest.

For More Information

Please [contact us](#) or call 844-475-4559 toll free for more information about our training services (instructor-led, self-paced or blended), coaching and mentoring services, public course enrollment or questions, partner programs, courseware licensing options and more.