

Agile Tool Training

USING Jira

ON-SITE AND ON-LINE
INSTRUCTOR LED TRAINING

Embark on a journey to master Jira. "Using Jira" takes you and your team through the core Jira feature set so that you can manage your projects with confidence.

USING JIRA

COURSE INTRODUCTION

In today's fast-paced business landscape, efficient project management is paramount. Jira stands as the dominant agile project management tool in this domain. This course is designed to equip you and your team with the essential skills and knowledge needed to navigate the intricacies of Jira.

Our "Using Jira" course is designed to help you harness the power of Jira to control and track your projects. Whether you're a project manager, business analyst, developer or tester Jira has to be one of the key tools you master. This course delivers a learning experience that will unlock much of the potential Jira has to offer your team.

THE COURSE STRUCTURE

Our "Using Jira" course unfolds over a curriculum carefully designed to provide a comprehensive understanding of Jira's capabilities. Through a blend of insightful lectures, hands-on exercises, and interactive discussions, you'll embark on a step-by-step exploration of Jira's features.

Starting from the fundamentals, you'll learn to navigate the Jira interface with confidence, set up projects tailored to your unique needs, and master the art of issue management - from creation and assignment to tracking and resolution. You'll delve into the realm of collaboration, discovering how Jira facilitates communication among team members, and reporting to drive informed decision-making.

WHO SHOULD ATTEND

This course is an ideal fit for Project Managers, Team Leads, Business Analysts, Developers and Testers. In short anyone eager to grasp the foundations of efficient project management using Jira.

Whether you're new to Jira or seeking to enhance your proficiency, this course accommodates learners as they start out with Jira. No prior Jira experience is required; we'll guide you through every step, ensuring you gain the confidence and competence to leverage Jira's capabilities effectively.

Join us to unlock the door to enhanced project efficiency, streamlined communication, and a mastery of Jira's rich feature set. Your team all working from the same knowledge base as you master Jira together.

COURSE SYLLABUS

Unlock Jira's potential: navigation, tailoring projects, managing workflows, optimising issue handling, fostering collaboration, and generating meaningful reports. Elevate your team's Jira skills and capabilities with our "Using Jira" course.

1. Jira Fundamentals and Navigation:

Introduction to the core concepts of Jira and making the most out of the user interface. Discover how Jira help you efficiently tracking tasks, issues, and projects. Customize your workspace and master user profiles, permissions, and roles to facilitate seamless collaboration and communication among team members.

- Understanding the purpose and benefits of Jira in project management.
- Navigating the Jira interface: Dashboard, projects, issues, boards, and filters.
- Customizing the user interface to suit your workflow and preferences.
- Configuring user profiles, permissions, and roles for effective collaboration.

2. Project Setup and Configuration:

Dive into the practical aspects of setting up and configuring projects in Jira. Learn how to tailor workflows, issue types, and screens to match your project's unique requirements. Explore project components and versions for tracking releases. Organise your tasks, and create agile boards to visually represent work progress.

- Creating and configuring projects: Project types, workflows, issue types, and screens.
- Defining project components and versions for organized tracking.
- Setting up agile boards (Scrum/Kanban) for visualizing and managing work.
- Customizing project settings to align with specific project needs and methodologies.

3. Issue Management and Workflow:

Master issue management through creating, assigning, and prioritizing issues in Jira. Uncover the intricacies of workflow design and implementation, enabling you to create custom processes that suit your team's needs. Learn to transition issues through various statuses, resolutions, and re-openings, while harnessing advanced tools like sub-tasks, epics, and labels for efficient issue tracking.

- Creating and managing issues: Defining fields, assigning, prioritizing, and linking.
- Workflow management: Designing and implementing custom workflows.
- Transitioning issues through workflow statuses, resolution, and re-open processes.
- Utilizing advanced features like sub-tasks, epics, and labels for enhanced organization.

4. Collaboration and Reporting:

Harness the power of Jira as a collaborative hub for your team. Explore features such as commenting, attaching files, and using @mentions to facilitate real-time communication. Delve into reporting and data visualization to create insightful reports and dashboards that drive informed decision-making. Learn how to integrate Jira with external tools, ensuring seamless communication channels for enhanced teamwork and project success.

- Collaborative features: Commenting, attachments, @mentions, and notifications.
- Communicating and collaborating within Jira to enhance team productivity.
- Reporting and data visualization: Creating and interpreting Jira reports and dashboards.
- Integrating Jira with other tools for seamless communication and information sharing.

Our "Using Jira" course can be delivered either on-site or on-line. With our on-site courses one of our Jira experts will join you and your team at a location of your choice to deliver face-to-face tuition. With our on-line courses these same Jira experts deliver live training over the web using tools like Teams or GoToMeeting. We're happy to combine both approaches where our clients might have a widely distributed team.

BENEFITS OF ON-LINE WEB TRAINING

- Remote attendance with hands on exercises
- Fully participate in real time with shared sessions
- No requirement to travel to training locations

BENEFITS OF ON-SITE TRAINING

- Train at a location of your choice or your own offices
- Face-to-face interaction to support learning at your pace
- Courses tailored to your requirements where necessary

All our training sessions (on-site and on-line) include course notes along with post course support. We are able to work with your questions and queries on a one-to-one basis as necessary. By delivering our courses live, via the web or on-site, we can create the training environment that best fits your needs.

WHAT YOU GET WHEN YOU JOIN THE COURSE

- Physical and online course material.
- Comprehensive exercises to help cement your learning after every training session.
- Team exercises to help you engage and learn from other students on your course.
- Free support to help with any questions you might have after the course has finished.
- Online multiple choice question papers to help you evaluate your learning progress.

For more details and course availability please contact us at: hello@agile-tools.co.uk or call us on:

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