

Using JIRA for Requirements Management

Data Infrastructure IRAP Training

5/9/2017

Agenda

- ▶ Introduction to Atlassian JIRA
- ▶ UCOP JIRA Access
- ▶ JIRA Basics
- ▶ UCOP JIRA Roles
- ▶ IT Reviewer Permissions
- ▶ Business Reviewer Permissions
- ▶ Administrative Permissions
- ▶ Project Categories
- ▶ Workflow
- ▶ Q & A

Introduction to Atlassian JIRA

What is Atlassian JIRA?

- ▶ Developed by Australian company, Atlassian
- ▶ Licensed software
- ▶ Cloud-based
- ▶ Web-based
- ▶ Issue tracker
- ▶ Project management
- ▶ Requirements management



Why IRAP Chose JIRA?

- ▶ Requirement tracking functionality
 - End to end requirement tracking
- ▶ Organized Project Management
 - Better visibility to projects
- ▶ Issues
 - Managing change requests and known issues
- ▶ Customizable workflow
 - Workflows that are project specific
- ▶ Improved testing and validation
 - Facilitates rule integrity validation during testing

Benefits of JIRA

- ▶ Improved collaboration
- ▶ Easy organization of IRAP projects
- ▶ Easy requirements tracking and management
- ▶ Improved requirements validation
- ▶ Ability to prioritize requirements based on business needs
- ▶ Enables intelligent project scoping

What are the Benefits

Better estimating of resource time, cost and scope by using the **Jira Agile** plugin to manage competing project priorities.



UCOP JIRA Access

Accessing UCOP JIRA

<http://data.ucop.edu/index.html>

The screenshot shows the UCOP Data Operations Hub website. The navigation bar includes links for HOME, SERVICES, DATA VALIDATION, SUPPORT & TRAINING, SUBJECT AREAS, and ABOUT. The main content area is divided into several sections: 'About the UC Data Operations Hub', 'ACCESSING THE UC REPORT CENTER', 'RESOURCES', 'COMMUNICATIONS', 'DATA RELEASES', and 'System Availability'. A callout box on the right side of the page points to the 'ACCESSING ATlassian JIRA' section, which contains a 'Sign-in to JIRA' link. The callout box contains the text 'Click here to access JIRA'.

California Data Operations Hub

HOME SERVICES DATA VALIDATION SUPPORT & TRAINING SUBJECT AREAS ABOUT

About the UC Data Operations Hub

The UC Data Operations Hub is a collaborative effort by UCOP Institutional Research and Academic Planning (IRAP) and Data Services team to support the UC Data Warehouse and the UC Information Center by providing access, support and training on institutional data and data processes to UC employees.

ACCESSING THE UC REPORT CENTER

- » Sign-in to Cognos
- » Sign-in to Tableau

RESOURCES

- » Learning Calendar
- » UC TLUG, The Tableau User Group
- » User Agreement
- » User Guides
- » Data Dictionaries
- » File Specifications

COMMUNICATIONS

- » ITS Legacy Site Migration
- » UC Information Center
- » Communication Plan

DATA RELEASES

The following data is now available for reporting:

- Degree Data Mart - Annual 2016
- Enrollment Data Mart - Fall 2016
- Student Enrollment - Fall EOT 2016
- Course Enrollment - Fall 3WK 2016
- Degrees Awarded - 2016 Summer File
- Graduate Admissions - 2016 Annual File
- Undergraduate Admissions - 2016 - Winter and Spring

OTHER ANNOUNCEMENTS

- Make sure that the version of Tableau Desktop that you are running is 10.1.4. The Tableau Server is currently at version 10.1.4. Visit <http://www.tableau.com/support/esdait> to upgrade your installation.
- All content from the ITS Legacy Site has been migrated to data.ucop.edu. This includes Student, Contracts and Grants, CPS, EFA, CFS, and more. Click [here](#) for more info.

System Availability

- Availability: 7am – 7pm, Monday through Friday
- Available approximately 98% of the time on an annual basis, during the hours of availability, except for planned maintenance periods.
- Tickets can be submitted via the IT Service Hub or via email 24 hours a day, 7 days a week and are processed within 2 business days.
- ITS responds to unplanned outages of a critical nature using a service disruption escalation process.

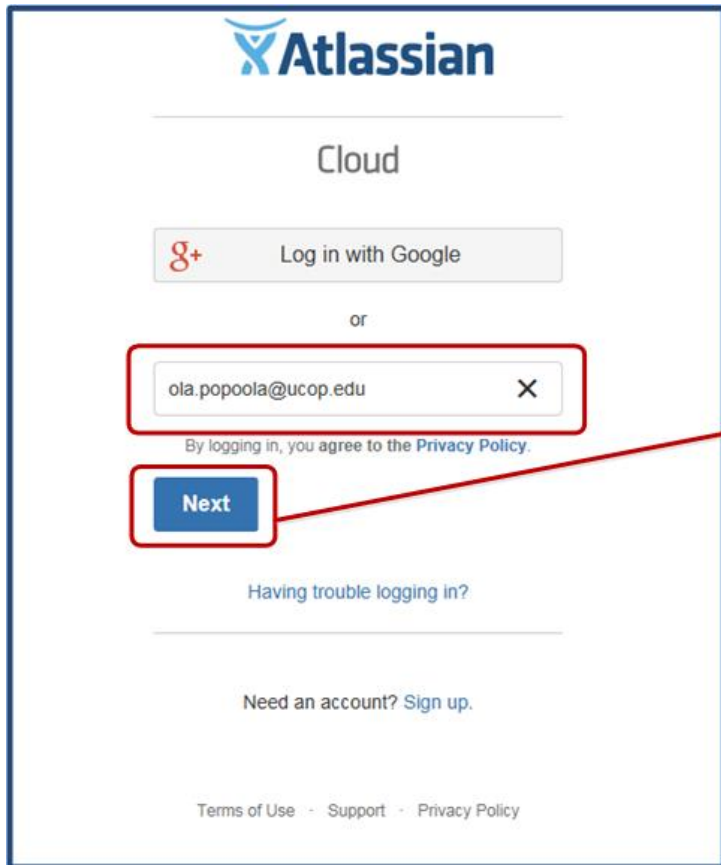
ACCESSING ATlassian JIRA

- » Sign-in to JIRA


Click here to access JIRA

Logging into JIRA

JIRA is not SSO enabled!



Atlassian
Cloud

 Log in with Google

or

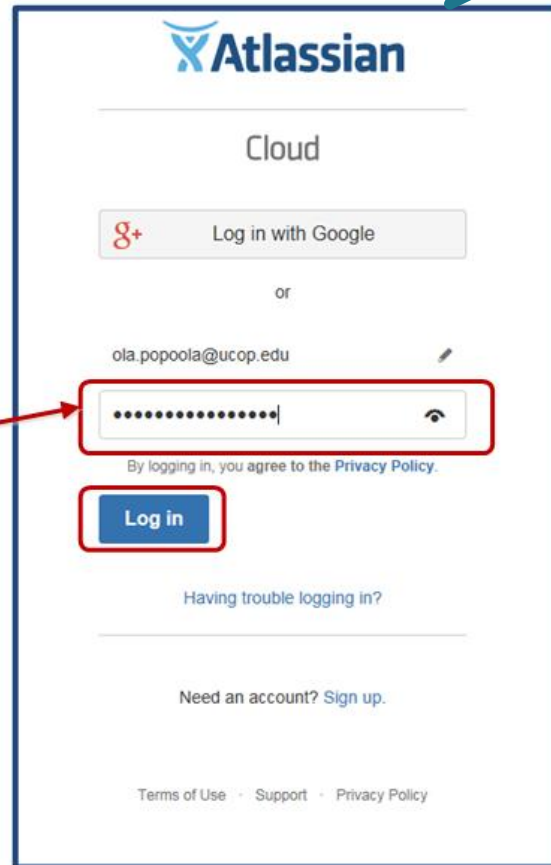
By logging in, you agree to the [Privacy Policy](#).

Next


[Having trouble logging in?](#)

Need an account? [Sign up](#).


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Atlassian
Cloud

 Log in with Google

or

ola.popoola@ucop.edu 

By logging in, you agree to the [Privacy Policy](#).

Log in

[Having trouble logging in?](#)

Need an account? [Sign up](#).

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IRAP JIRA Landing Page

Add gadgets!

The screenshot shows the University of California Data Warehouse (UCDW) JIRA landing page. The page is divided into several sections, each highlighted with a red box:

- Introduction:** A blue header with a welcome message and a link to the JIRA 101 guide and Admin training course.
- Projects:** A list of projects, including "Common Functional Areas (CFA)", "Contracts and Grants Data Issues (CGI)", "Contracts and Grants Data Mart Requirements (CGMR)", "Contracts and Grants Star Schema Requirements (CGSR)", "Contracts and Grants Test Cases [BI Audit] (COTCB)", "Contracts and Grants UAT Validation Requirements [Stage and Base] (COUVR)", "Course Enrollment Data Issues (CED)", "Course Enrollment Star Schema Requirements (CESR)", "Course Enrollment Test Cases [BI Audit] (CETCB)", "Course Enrollment UAT Validation Requirements [Stage and Base] (COUVR)", "Degree Data Issues (DDI)", "Degree Data Mart (DDM)", "Degree Star Schema Requirements (DSR)", "Degree Test Cases [BI Audit] (DTCSA)", "Degree UAT Validation Requirements [Stage and Base] (DUVR)", "Graduate Admissions [BI Audit] (GABA)", and "Graduate Admissions Data Issues (GADI)".
- Assigned to Me:** A list of issues assigned to the user, including "UADM-57 Home Location - County", "UADM-154 New Registration ID Number", "CEU/R-2 File Level Severe Errors", "CEU/R-3 Record Level Severe Errors", "CEU/R-6 Record Level Error - Course Records with No Student Enrollment Records", "CEU/R-9 Record Level Error - Duplicate Student-Course Records", "DCI-6 Mismatch between Degree_Head_Count_M and Degree_DMI", and "UADI-22 UC_ETHNIC_CODE_LEVEL_2_UC_ETH_CD_VL_2_APPLYUC_CD_incorrect".
- Issue Statistics: Undergraduate Longitudinal Data Mart (ULDM) (Assignment):** A gadget showing statistics for the "Undergraduate Longitudinal Data Mart (ULDM)" project. It includes a search filter, a dropdown for "Assignee", a "Sort By" dropdown set to "Natural", and a "Sort Direction" dropdown set to "Ascending". It also has a "Show Resolved Issue Statistics" checkbox and an "Auto refresh" option set to "Update every 15 minutes".
- Heat Map: UADM_Ascending:** A gadget showing a heat map for "UADM_Ascending". It displays "Unassigned" and "There are 2 distinct 'Assigned' values in 238 issues".
- Favorite Filters:** A list of favorite filters, including "UC_ETHNIC_CODE", "DDM_Ascending", "GADM_Ascending", "SEDI_Ascending", "SEDI_Descending", "SEDM_Ascending", "SESR_Ascending", "UADM_Ascending", "UADM_Descending", "UASR_Ascending", "UASR_Descending", "UATCR_Descending", "ULDM_Ascending", and "ULDM_Descending".

JIRA Basics

Projects

- Collection of issues
- Each issue belongs to a project
- Categories not hierarchies...
- Each project has a unique name
- Each project has a key
- Project grouping using categories

UNIVERSITY OF CALIFORNIA
Dashboards Projects Issues Boards Create

University of California

Introduction
Welcome to JIRA
Not sure where to start? Take a course.
You can customize the look and feel of JIRA.

Projects
Common Functional Areas
Lead Ola Popoola

CURRENT PROJECT
Undergraduate Longitudinal Data Mart...

RECENT PROJECTS
Student Enrollment Star-Schema Re...
Student Enrollment UAT Validation Re...
Degree Data Mart (DDM)
Student Enrollment Data Issues (SEDI)
UCDW Known Issues Log (UKIL)

Software
Business

View all projects

Create project

Projects

PROJECT TYPES
All project types
Software
Business

CATEGORIES
All categories
Change Requests
Data Issue Management
Data Mart Requirements
Document Management
Known Issues Log
Partnership Data Extracts
Reference Data Requirements
Star Schema Requirements
UAT Framework Requirements
User Acceptance Test Case Management
Recent projects

All project types - All categories

Contains text: [Search]

Project	Key	Project Type	Project Lead	Project Category	URL
Common Functional Areas	CFA	Business	Ola Popoola	Reference Data Requirements	Ag URL
Contracts and Grants Data Issues	CGDI	Business	Ola Popoola	Data Issue Management	Ag URL
Contracts and Grants Data Mart Requirements	CGDMR	Business	Ola Popoola	Data Mart Requirements	Ag URL
Contracts and Grants Star Schema Requirements	CGSSR	Business	Sanketh Sangam	Star Schema Requirements	Ag URL
Contracts and Grants Test Cases [In Audit]	CGTCB	Business	Ola Popoola	User Acceptance Test Case Management	Ag URL
Contracts and Grants UAT Validation Requirements [Stage and Base]	CGUVR	Business	Ola Popoola	UAT Framework Requirements	Ag URL
Course Enrollment Data Issues	CEDI	Business	Ola Popoola	Data Issue Management	Ag URL
Course Enrollment Star Schema Requirements	CESR	Business	Ola Popoola	Star Schema Requirements	Ag URL
Course Enrollment Test Cases [In Audit]	CETCB	Business	Ola Popoola	User Acceptance Test Case Management	Ag URL
Course Enrollment UAT Validation Requirements [Stage and Base]	CEUVR	Business	Ola Popoola	UAT Framework Requirements	Ag URL
Degree Data Issues	DDI	Business	Ola Popoola	Data Issue Management	Ag URL
Degree Data Mart	DDM	Business	Ola Popoola	Data Mart Requirements	Ag URL
Degree Star Schema Requirements	DSR	Business	Ola Popoola	Star Schema Requirements	Ag URL
Degree Test Cases [In Audit]	DTCSA	Business	Ola Popoola	User Acceptance Test Case Management	Ag URL
Degree UAT Validation Requirements [Stage and Base]	DUVR	Business	Ola Popoola	UAT Framework Requirements	Ag URL
Graduate Admissions [In Audit]	GASA	Business	Ola Popoola	User Acceptance Test Case Management	Ag URL
Graduate Admissions Data Issues	GADI	Business	Ola Popoola	Data Issue Management	Ag URL
Graduate Admissions Data Mart	GADM	Business	Ola Popoola	Data Mart Requirements	Ag URL
Graduate Admissions Star Schema Requirements	GSASR	Business	Ola Popoola	Star Schema Requirements	Ag URL

PROJECT TYPES
All project types
Software
Business

CATEGORIES
All categories
Change Requests
Data Issue Management
Data Mart Requirements
Document Management
Known Issues Log
Partnership Data Extracts
Reference Data Requirements
Star Schema Requirements
UAT Framework Requirements
User Acceptance Test Case Management
Recent projects

Issues / Requirements

ULDM_Descending [Save as](#) [Details](#) ★

project = ULDM AND resolution = Unresolved ORDER BY key DESC, priority DESC, updated DESC

1-50 of 503

Key	T	Status	Summary	Description	Labels	Environment	Links
ULDM-503	<input checked="" type="checkbox"/>	DRAFT	Graduate in Eight Elapsed Years	<p>This is a requirement to identify and indicate students who graduated in eight elapsed years. This variable is based on twenty-four elapsed terms (summer is not included) from term of entry at UC at a quarter campus and sixteen elapsed terms (summer is not included) from term of entry at UC at a semester campus. This variable may include stop outs. Valid values are:</p> <ul style="list-style-type: none"> Y - Yes N - No .. - Blank <p>To identify students who graduated in eight elapsed years at a quarter campus, use the following logic: IF Year Degree Awarded is not NULL and Entering Cohort Terms Elapsed (ULDM-120 [DRAFT]) = 24 THEN set Graduate in Seven Elapsed Years = Y END IF</p> <p>To identify students who graduated in eight elapsed years at a semester campus, use the following logic: IF Year Degree Awarded is not NULL and Entering Cohort Terms Elapsed (ULDM-120 [DRAFT]) = 16 THEN set Graduate in Seven Elapsed Years = Y END IF</p>	DEPARTURE_EXIT DERIVED GRAD_ELAPS_YEARS	Derivation based on valid record in Degree Awarded Fact for student: <ul style="list-style-type: none"> DEGREE_AWARDED_F.ACAD_T_KEY DEGREE_AWARDED_F.CMP_LOC_KEY DEGREE_AWARDED_F.STUD_KEY DEGREE_AWARDED_F.ACAD_DGR_KEY DEGREE_AWARDED_F.CMP.CG_MAJ_CD_KEY Derived value based on ULDM-120 [DRAFT] 	
ULDM-504	<input checked="" type="checkbox"/>	DRAFT	Graduate in Eight Enrolled Years	<p>This is a requirement to identify and indicate students who graduated in eight enrolled years. This variable is based on twenty-four consistent enrolled terms (summer is not included) from term of entry at UC at a quarter campus and sixteen consistent enrolled terms (summer is not included) from term of entry at UC at a semester campus. This variable does not include stop outs. Valid values are:</p> <ul style="list-style-type: none"> Y - Yes N - No .. - Blank <p>To identify students who graduated in eight enrolled years at a quarter campus, use the following logic: IF Year Degree Awarded is not NULL and Enrolled Terms Elapsed (ULDM-115 [DRAFT]) = 24 THEN set Graduate in Eight Enrolled Years = Y END IF</p> <p>To identify students who graduated in eight enrolled years at a semester campus, use the following logic: IF Year Degree Awarded is not NULL and Enrolled Terms Elapsed (ULDM-115 [DRAFT]) = 16 THEN set Graduate in Eight Enrolled Years = Y END IF</p>	DEPARTURE_EXIT DERIVED GRAD_ENRL_YEARS	Derivation based on valid record in Degree Awarded Fact for student: <ul style="list-style-type: none"> DEGREE_AWARDED_F.ACAD_T_KEY DEGREE_AWARDED_F.CMP_LOC_KEY DEGREE_AWARDED_F.STUD_KEY DEGREE_AWARDED_F.ACAD_DGR_KEY DEGREE_AWARDED_F.CMP.CG_MAJ_CD_KEY Derived value based on ULDM-115 [DRAFT] 	
ULDM-503	<input checked="" type="checkbox"/>	DRAFT	Units Credited by Exam - Non UC	<p>This is a requirement for the total units credited to the undergraduate student transcript from Non-UC institutions but not from California Community Colleges. It is expected that this field will be updated with the latest value every time ULONG processing is performed.</p>	ADVANCEMENT UNTS_CRED_BY_EXAM_NON_UC	<ul style="list-style-type: none"> ENROLLMENT_F.ENRL_CRED_FR_OTH_NON_UC_UNITS 	
ULDM-502	<input checked="" type="checkbox"/>	DRAFT	Units Credited by Exam - CCC	<p>This is a requirement for the total units credited from California Community Colleges to the undergraduate student transcript. It is expected that this field will be updated with the latest value every time ULONG processing is performed.</p>	ADVANCEMENT UNTS_CRED_BY_EXAM_CCC_UNITS	<ul style="list-style-type: none"> ENROLLMENT_F.ENRL_CRED_FR_CCC_UNITS 	

Issues mean requirements in UCOP JIRA

Issue/Requirement Details

Details differ based on project category

The screenshot shows a Jira issue page for 'Entering Cohort Summer Terms Elapsed' (ULDM-121) under the 'Undergraduate Longitudinal Data Mart (ULONG)' project. The issue is in 'Draft' status with a 'Medium' priority. The description explains a requirement for a counter that increments by 1 for every summer term that elapses, but does not increment for fall, winter, or spring terms. The activity section is currently empty.

Issue Title: Entering Cohort Summer Terms Elapsed

Type: Task

Priority: Medium

Status: DRAFT

Resolution: Unresolved

Labels: ADVANCEMENT, DERIVED, ENT_COHORT_SUMMER_TERMS_ELAPSED

Environment: New in UCWD ULONG

Description:
This is a requirement for the number of summer terms that have elapsed from first term/first year enrollment at UC. In this case, student may not be enrolled for any of the elapsed summer terms.
The requirement is to create a counter that increments by 1 for every **summer term** that elapses. **This counter does not increment for the fall, winter or spring term** at quarter campuses or for **fall and spring** at semester campuses*.
For both quarter and semester campuses, increment counter by 1 for summer term.
• Use Summer EOT record to increment.

Activity:
There are no comments yet on this issue.

Creating an Issue

Form differs based on project category

The screenshot shows the Jira 'Create issue' form for a project named 'ULDM_Descending'. The form is highlighted with a red border. The fields are as follows:

- Project:** Undergraduate Longitudinal Da
- Issue Type:** Task
- Summary:** (empty)
- Description:** (empty text area with rich text editor toolbar)
- Environment:** (empty text area with rich text editor toolbar)
- Reporter:** Ola Poppoola
- Priority:** Medium
- Labels:** (empty)
- Attachment:** Drop files to attach, or browse.
- Assignee:** Automatic
- Linked Issues:** relates to
- Issue:** (empty)

At the bottom of the form, there are three buttons: 'Create another', 'Create', and 'Cancel'.

Assigning Issues

Always re-assign issues with a note!

Undergraduate Longitudinal Data Mart (ULONG) / ULDM-118
Enrolled Terms To-Date

Buttons: Edit, Comment, Assign, Ready for Review, Admin -

Details

Type: Ask
Priority: High Medium
Status: DRAFT (View workflow)
Labels: ADVANCEMENT | DERIVED | ENR_TERMS_TO
Environment: ENROLLMENT_F_ENRL_STUD_ELAPSED_TMS
Resolution: Unresolved
Note: that this field is currently incorrect.

Description

This is a requirement for the number of registered terms (student was enrolled) to-date from first term/first year enrollment at UC.

- For quarter campuses, there are three quarters that must be considered (terms 2[fall], 3[winter] and 4[spring]).
- For semester campuses, there are two semesters that must be considered (terms 2[fall] and 4[spring]).
- In both cases, summer is not considered (term 1).
- Use the EOT records of fall, winter and spring as applicable to increment.

The requirement is to create a counter that increments by 1 every time a student has registered for fall, winter or spring at a quarter campus or every time a student has registered for fall or spring at a semester campus. This counter does not increment for summer.

Assign: ULDM-118

Assignee:

Comment:

Shortcut tip: Pressing also opens this dialog box

Assign Cancel

Suggestions

Automatic

Start Typing for Users

All Users

- Abhishek Alneri - Abhishek Alneri@ucop.edu (Abhishe...
- Annette Holmes - Annette Holmes@ucop.edu (Annette Holmes)
- Charles Drucker - Charles Drucker@ucop.edu (Charles Drucker)
- Chris Furguete - chris.furguete@ucop.edu (Chris Furguete)
- Chris Handy - Chris Handy@ucop.edu (Chris Handy)
- Daniel Byrd - Daniel Byrd@ucop.edu (Daniel Byrd)
- Gregory Boyer - Gregory Boyer@ucop.edu (Gregory Boyer)
- Hooman Pejman - Hooman Pejman@ucop.edu (Hooman Pejman)
- Kathleen Merchant - Kathleen Merchant@ucop.edu (Kathleen Mert...
- Koorosh Ghorashy - Koorosh Ghorashy@ucop.edu (Koorosh Ghora...
- Matt Reed - matthew.reed@ucop.edu (Matthew Reed)
- Pamela Brown - Pamela Brown@ucop.edu (Pamela Brown)

Assign: ULDM-118

Assignee:

Assign to me

Comment

Style B I U A %A

Hi Poorani - I am assigning this issue to you because I think you are the best person to help validate that this requirement has been recorded accurately. Thank you!

Viewable by All Users

Shortcut tip: Pressing also opens this dialog box

Assign Cancel

Comments

All activity regarding a requirement are tracked within the tool

All project comments are stored within the tool and not in emails

The screenshot shows the 'Enrolled Terms To-Date' issue page. The issue title is 'Enrolled Terms To-Date' (ULDA-118). The status is 'Open' and the priority is 'Medium'. The description includes a requirement for the number of registered terms and lists several bullet points: 'For quarter campuses, there are three quarters that must be considered (terms 2[9], 2[winter] and 4[Spring]); For semester campuses, there are two semesters that must be considered (terms 2[9] and 4[Spring]); In both cases, summer is not considered (term 1); Use the ECT records of fall, winter and spring as applicable to increment. The requirement is to create a counter that increments by 1 every time a student has registered for fall, winter or spring at a quarter campus or every time a student has registered for fall or spring at a semester campus. This counter does not increment for summer.' The 'Activity' section shows 'There are no comments yet on this issue.' A red box highlights the 'Comment' button.

The screenshot shows the 'Activity' tab for the issue. It displays a comment by Cle Popoits: 'As per requirements, change name from enrolled terms elapsed to enrolled terms-to-date to avoid misinterpretation.' A red box highlights the comment text. A red arrow points from this comment to the 'Add' button in the next screenshot.

The screenshot shows the 'Add' comment dialog box. The comment text 'As per requirements, change name from enrolled terms elapsed to enrolled terms-to-date to avoid misinterpretation.' is entered into the text area. A red box highlights the text. The 'Add' button is highlighted with a red box. A red arrow points from the 'Add' button in the previous screenshot to this 'Add' button.

The screenshot shows the 'Add' comment dialog box with the 'Add' button highlighted by a red box. A red arrow points from this 'Add' button to the 'Add' button in the previous screenshot.

Watchers

Anytime a requirement changes, you are in the 'know'

Add watchers to keep collaborators informed

People

Assignee: Unassigned
Assign to me

Reporter: Ola Popoola

Votes:

Watchers: Stop watching this issue

Dates

Created: 02/Feb/17 10:06 AM
Updated: 9 minutes ago

People

Assignee: Unassigned
Assign to me

Reporter: Ola Popoola

Votes:

Watchers: Stop watching this issue

Dates

Created:
Updated:

HipChat discussions

Do you want to discuss this issue?

Connect Dismiss

Add Watchers

Start Typing for Users

Ola Popoola
 Poorani Rajamanickam
 Sanketh Sangam

People

Assignee: Unassigned
Assign to me

Reporter: Ola Popoola

Votes:

Watchers: Stop watching this issue

Dates

Created:
Updated:

Add Watchers

Start Typing for Users

Ola Popoola

People

Assignee: Unassigned
Assign to me

Reporter: Ola Popoola

Votes:

Watchers: Stop watching this issue

Dates

Created:
Updated:

HipChat discussions

Do you want to discuss this issue?

Connect Dismiss

Add Watchers

Showing 6 of 6 matching users

- Charles Drucker - Charles...
- Chris Furgiuele - chris.fur...
- Chris Handy - Chris.Hand...
- Rajani Chalamalasetty - r...
- Ryan Chan - Ryan.Chan...
- Vincent Cook - vincent.co...

Votes

People

Assignee: Unassigned
Assign to me

Reporter: Poorani Rajamanickam

Votes: Vote for this issue

Watchers: Start watching this issue

Voice your preference for a particular requirement(s)

People

Assignee: Unassigned
Assign to me

Reporter: Poorani Rajamanickam

Votes: Remove vote for this issue

Watchers: Ola Popoola

Dates

People

Assignee: Unassigned
Assign to me

Reporter: Poorani Rajamanickam

Votes: Remove vote for this issue

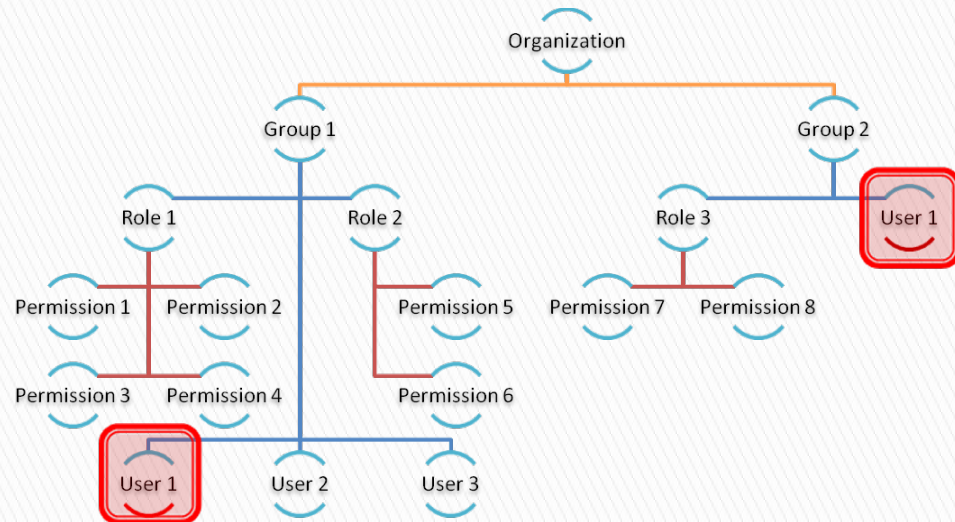
Watchers: Start watching this issue

The number of votes may actually help with requirement prioritization

UCOP JIRA Roles

Available JIRA Roles

- ▶ System Administrators – Performs all JIRA administrative functions
- ▶ JIRA Administrators – Performs most JIRA administrative functions
- ▶ IT Reviewers – Role designed for our IT partners
- ▶ Business Reviewers – Role designed for IRAP business users



IT Reviewer Permissions

Project & Issue Permissions


▶ Project Permissions

- [Browse Projects](#) – Ability to browse projects and the issues within them.
- [Manage Sprints](#) – Ability to manage sprints.
- [View Development Tools](#) – Allows users in a software project to view development-related information on the issue, such as commits, reviews and build information.
- [View Read-Only Workflow](#) – Users with this permission may view a read-only version of a workflow.

▶ Issue Permissions

- [Assignable User](#) – Users with this permission may be assigned to issues.
- [Assign Issues](#) – Ability to assign issues to other people.

▼ **Permissions**

 Project permissions allow you to control who can access your project, and what they can do, e.g. "Work on Issues". Access to individual issues is granted to people by issue permissions.

Scheme: [Default Permission Scheme](#)

Issues: None

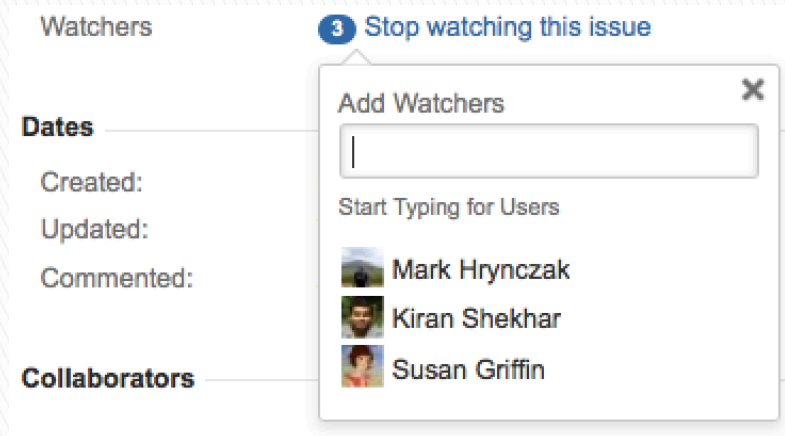
Voters and Comment Permissions

▶ Voters and Watchers Permissions

- [Manage Watchers](#) – Ability to manage the watchers of an issue.
- [View Voters and Watchers](#) – Ability to view the voters and watchers of an issue.

▶ Comment Permissions

- [Add Comments](#) – Ability to comment on issues.
- [Delete Own Comments](#) – Ability to delete own comments made on issues.
- [Edit Own Comments](#) – Ability to edit own comments made on issues.



Attachment & Time Tracking Permissions

▶ Attachment Permissions

- Create Attachments – Users with this permission may create attachments.
- Delete Own Attachments – Users with this permission may delete own attachments.



▶ Time Tracking Permissions

- Edit Own Worklogs – Ability to edit own worklogs made on issues.
- Work On Issues – Ability to log work done against an issue. Only useful if Time Tracking is turned on.



Business Reviewer Permissions

Project & Issue Permissions

▶ Project Permissions

- Browse Projects – Ability to browse projects and the issues within them.
- View Development Tools – Allows users in a software project to view development-related information on the issue, such as commits, reviews and build information.
- View Read-Only Workflow – Users with this permission may view a read-only version of a workflow.

▶ Issue Permissions

- Assignable User – Users with this permission may be assigned to issues.
- Assign Issues – Ability to assign issues to other people.
- Create Issues – Ability to create issues.
- Edit Issues – Ability to edit issues.
- Schedule Issues – Ability to view or edit an issue's due date.

Voters and Comment Permissions

▶ Voters and Watchers Permissions

- [Manage Watchers](#) – Ability to manage the watchers of an issue.
- [View Voters and Watchers](#) – Ability to view the voters and watchers of an issue.

Watchers 3 Stop watching this issue

Dates

Created:

Updated:

Commented:

Collaborators

Add Watchers

Start Typing for Users

- Mark Hrynczak
- Kiran Shekhar
- Susan Griffin

▶ Comment Permissions

- [Add Comments](#) – Ability to comment on issues.
- [Delete Own Comments](#) – Ability to delete own comments made on issues.
- [Edit Own Comments](#) – Ability to edit own comments made on issues.

People

Assignee: Unassigned
[Assign to me](#)

Reporter: Shaloo Jeswani

Votes: 0 [Vote for this issue](#)

Watchers: 1 [Start watching this issue](#)

Attachment & Time Tracking Permissions

▶ Attachment Permissions

- Create Attachments – Users with this permission may create attachments.
- Delete Own Attachments – Users with this permission may delete own attachments.



▶ Time Tracking Permissions

- Edit Own Worklogs – Ability to edit own worklogs made on issues.
- Work On Issues – Ability to log work done against an issue. Only useful if Time Tracking is turned on.



Administrative Permissions

Administrative Permissions

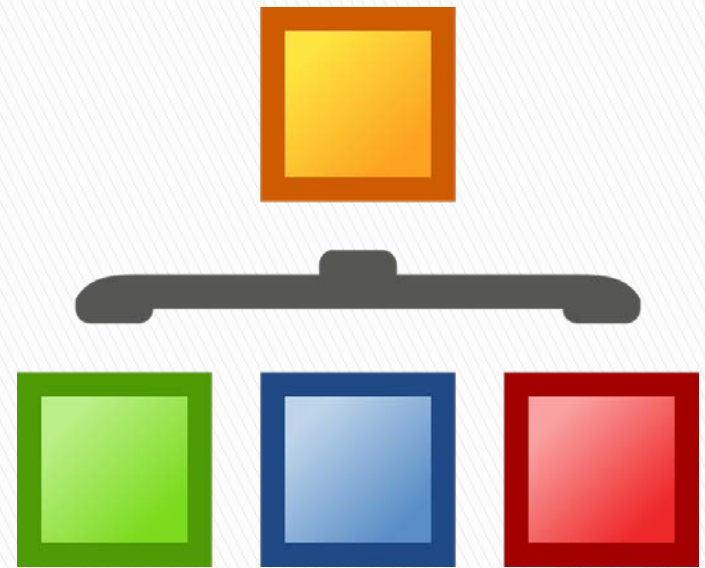
- ▶ Contact an administrator if you need to perform any of the following functions:
 - [Closing Issues](#) – Ability to close issues
 - [Deleting Issues](#) – Ability to delete issues
 - [Linking Issues](#) – Ability to link issues together and create linked issues
 - [Modifying Reporters](#) – Ability to modify the reporter when creating or editing an issue
 - [Moving Issues](#) – Ability to move issues between projects or between workflows of the same project (if applicable). Note the user can only move issues to a project he or she has the create permission for.
 - [Reopening Issues](#) – Ability to resolve and reopen issues.
 - [Transition Issues](#) – Ability to transition issues



Project Categories

Current Project Categories

- ▶ Change Request Management
- ▶ Data Issue Management
- ▶ Data Mart Requirements
- ▶ Document Management
- ▶ Known Issues Management
- ▶ Partnerships Data Extract
- ▶ Reference Data Management
- ▶ UAT Framework Requirements
- ▶ BI Audit Program Management



Change Request Management

- ▶ Used when IRAP business calls for a change in a product or system
- ▶ Changes requested by IRAP that were not included in original requirements
- ▶ Represents a deviation from the agreed upon deliverables for a project
- ▶ States what needs to be carried out and not how the change should be implemented



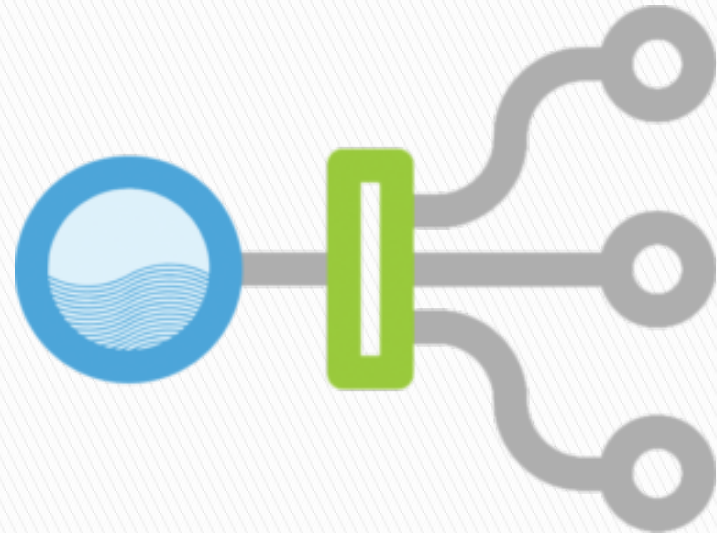
Data Issue Management

- ▶ Problems detected with production data
- ▶ One data issue project per subject area
- ▶ An issue is logged and investigated by business to determine if it is legitimate. If legitimate, a Service Now ticket is also created in addition to a JIRA entry
- ▶ Issues are reviewed by both IT and IRAP business for prioritization



Data Mart Requirement

- ▶ Field level requirements for the data mart
- ▶ Requirements are based on star schema fields or derived based on star schema fields
- ▶ Fields requested for any data mart must exist in the enterprise data warehouse



Document Management

- ▶ Used for asset management purposes
- ▶ Intended for use regarding storage of IRAP assets such as program logic documentation
- ▶ Currently, only one project in this category – the IRAP Code Library



Known Issues Management

- ▶ A log of issues that are not critical to the use of the data warehouse
- ▶ Log is made available to Data Analyst and Researchers
- ▶ Defects that cannot be fixed due to:
 - Historical data anomalies
 - Bad campus input data files that can't be recreated at the source



Partnership Data Extracts

- ▶ Used for requirements around data exchanges with external data partners such as IRIS and WestEd
- ▶ Each partner extract is created as a separate project
- ▶ Project may contain code assets if programs are developed by IRAP business



Reference Data Management

- ▶ Category used to manage requirements that make up reference data or conformed dimensions
- ▶ Requirements in projects within this category may be referenced across one or more projects



UAT Framework Requirements

- ▶ Used for projects that document requirements around data certification
- ▶ One UAT framework project per content area
- ▶ Category is specifically focused on UCDW stage and base data validation projects



BI Audit Program Management

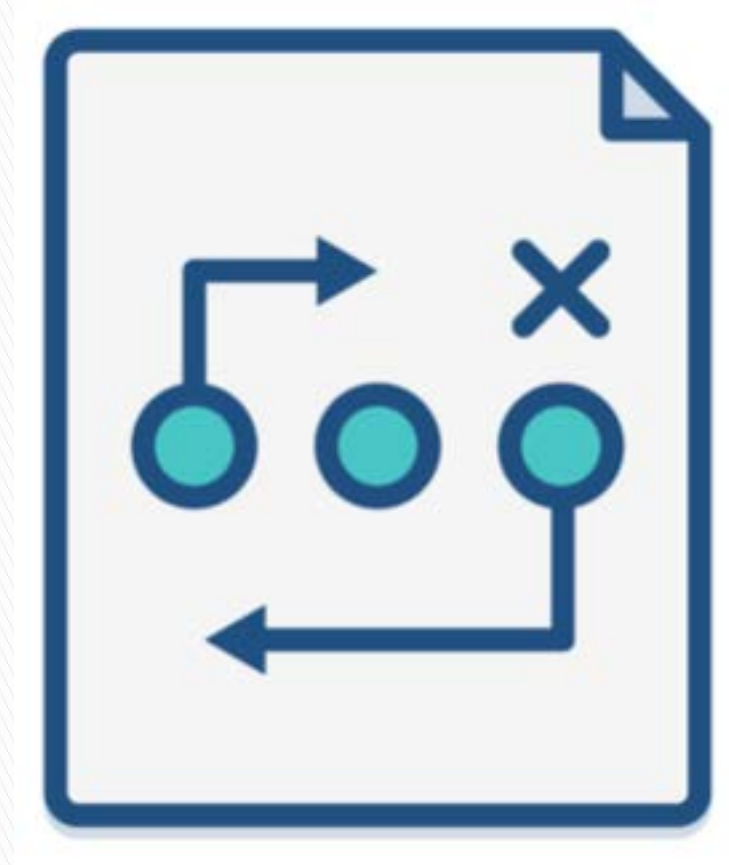
- ▶ Used for projects that document requirements for BI audit
- ▶ One BI audit project per content area
- ▶ Category is specifically focused on UCDW BI data audit projects



JIRA Workflow

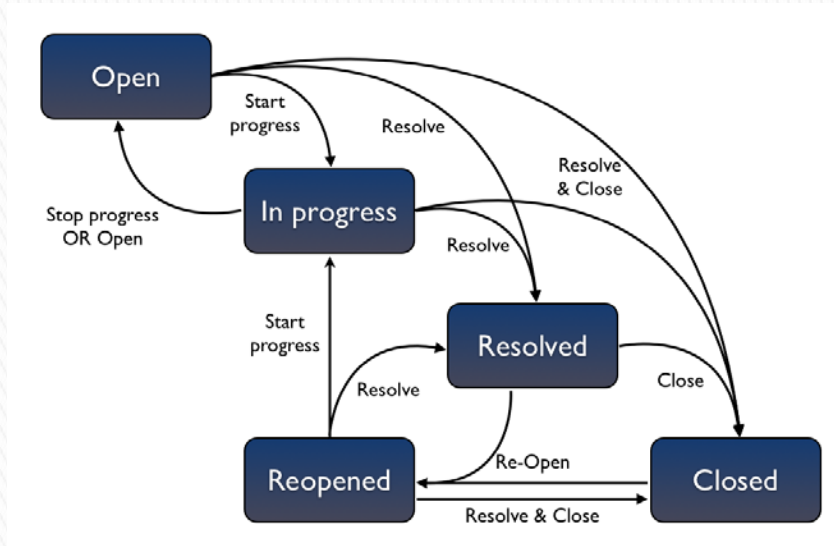
JIRA Workflow

- ▶ Set of statuses and transitions that an issue moves through during its lifecycle
- ▶ Workflows are predominantly project category specific in UCOP JIRA
- ▶ Building and managing the workflows is an administrative task



Our Current JIRA Workflows

- ▶ Change Request Workflow Scheme
- ▶ Requirements Management Workflow Scheme
- ▶ Content management Workflow Scheme
- ▶ Known Issues Workflow Scheme



Viewing a Workflow

The screenshot shows a Jira issue page for 'Enrolled Terms To-Date' (ULDM-116) in the 'Undergraduate Longitudinal Data Mart (ULONG)' project. The issue is in 'DRAFT' status. The 'Details' section shows the type is 'Task', priority is 'Medium', and resolution is 'Unresolved'. A red box highlights the 'DRAFT' status and a red arrow points from it to the workflow diagram below. The 'Description' section contains a requirement for the number of registered terms and lists specific considerations for quarter and semester campuses.

University of California | Dashboards | Projects | Issues | Boards | Create

Undergraduate Longitudinal Data Mart (ULONG) / ULDM-116

Enrolled Terms To-Date

Edit | Comment | Assign | Ready for Review | Admin -

Details

Type: Task | Status: DRAFT | Resolution: Unresolved

Priority: Medium

Labels: ADVANCEMENT | DERIVED | ENRL_TERMS_TO_DATE

Environment: ENROLLMENT_F_ENRL_STUD_ELAPSED_TMS

Note that this field is currently incorrect.

Description

This is a requirement for the number of registered terms (student was enrolled) to-date from first term/first year enrollment at UC.

- For quarter campuses, there are three quarters that must be considered (terms 2[fall], 3[winter] and 4[spring]).
- For semester campuses, there are two semesters that must be considered (terms 2[fall] and 4[spring]).
- In both cases, summer is not considered (term 1).
- Use the EOT records of fall, winter and spring as applicable to increment.

The requirement is to create a counter that increments by 1 every time a student has registered for fall, winter or spring at a quarter campus or every time a student has registered for fall or spring at a semester campus. This counter does not increment for summer.

