



BALTIMORE

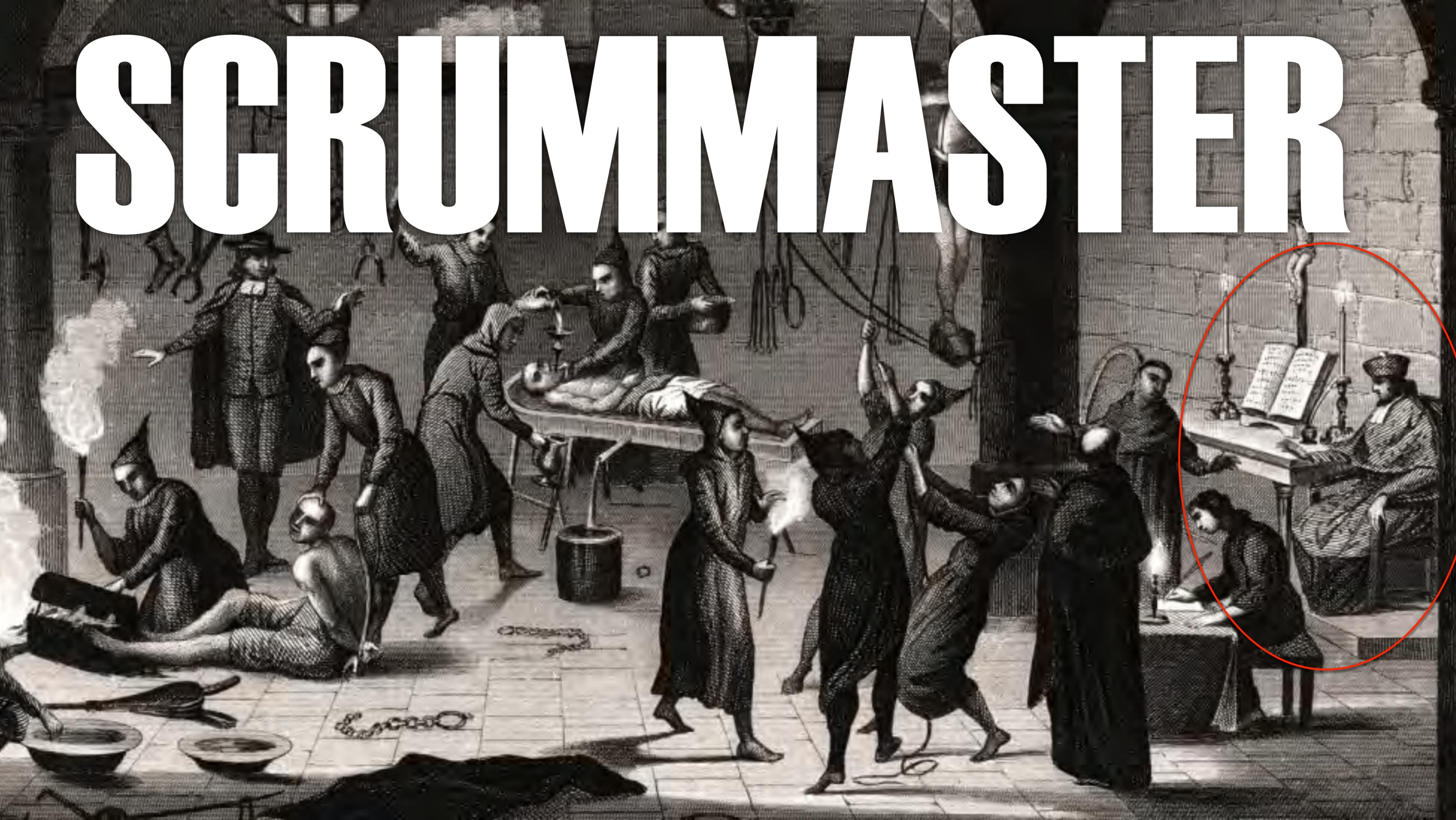
— DRUPALCON 2017 —

Agile Drupal Sprints

12 Ways to Start and Keep Projects Humming

Chris Urban, Acquia

SCRUMMASTER



**Hello there.
I'm Chris Urban.**

Manager, Professional Services,
Acquia

Drupalist since 2008

Certified Scrummaster

Certified Site Builder D7 & D8

Marketing agency, digital
strategist background

Overview

Assumptions

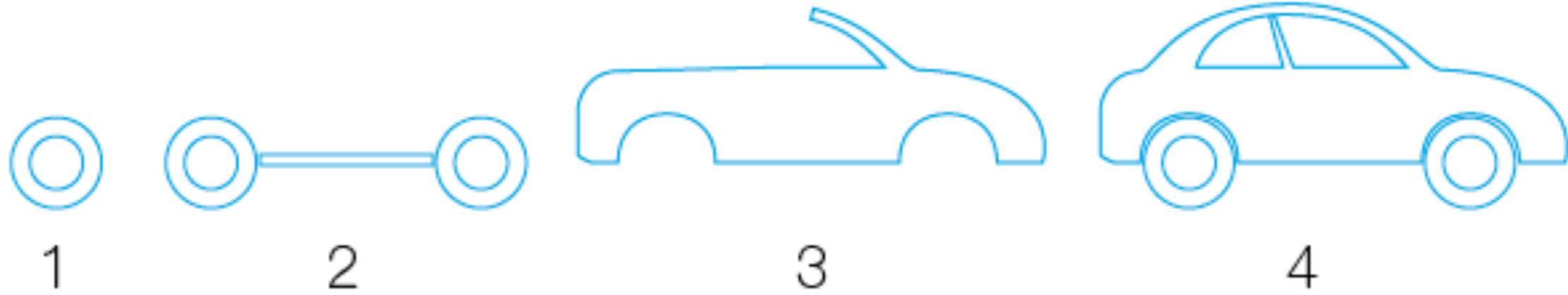
Review some common issues

Outline how to leverage tools

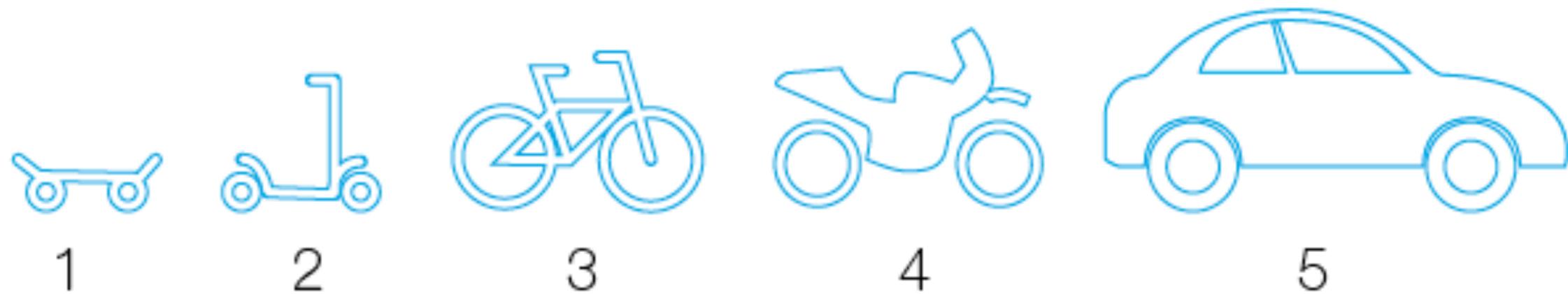
Have fun!

How to build a Minimum Viable Product

Not Like This:



Like This:



Overall sprint progress (Story Points)

48

100 %
Time elapsed

12 %
Work complete

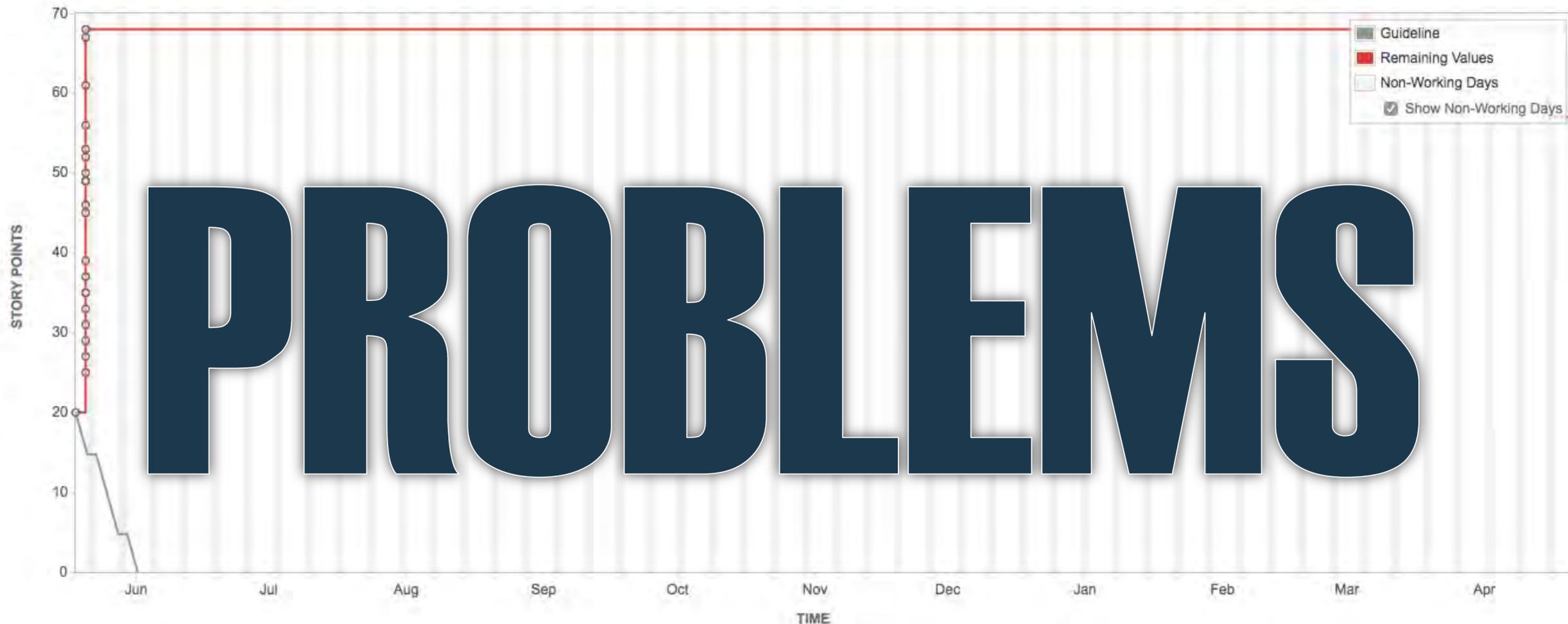
240 %
Scope change

JIRA access problem



There are no problems with your JIRA access.

[Back to JIRA](#)



The Problems



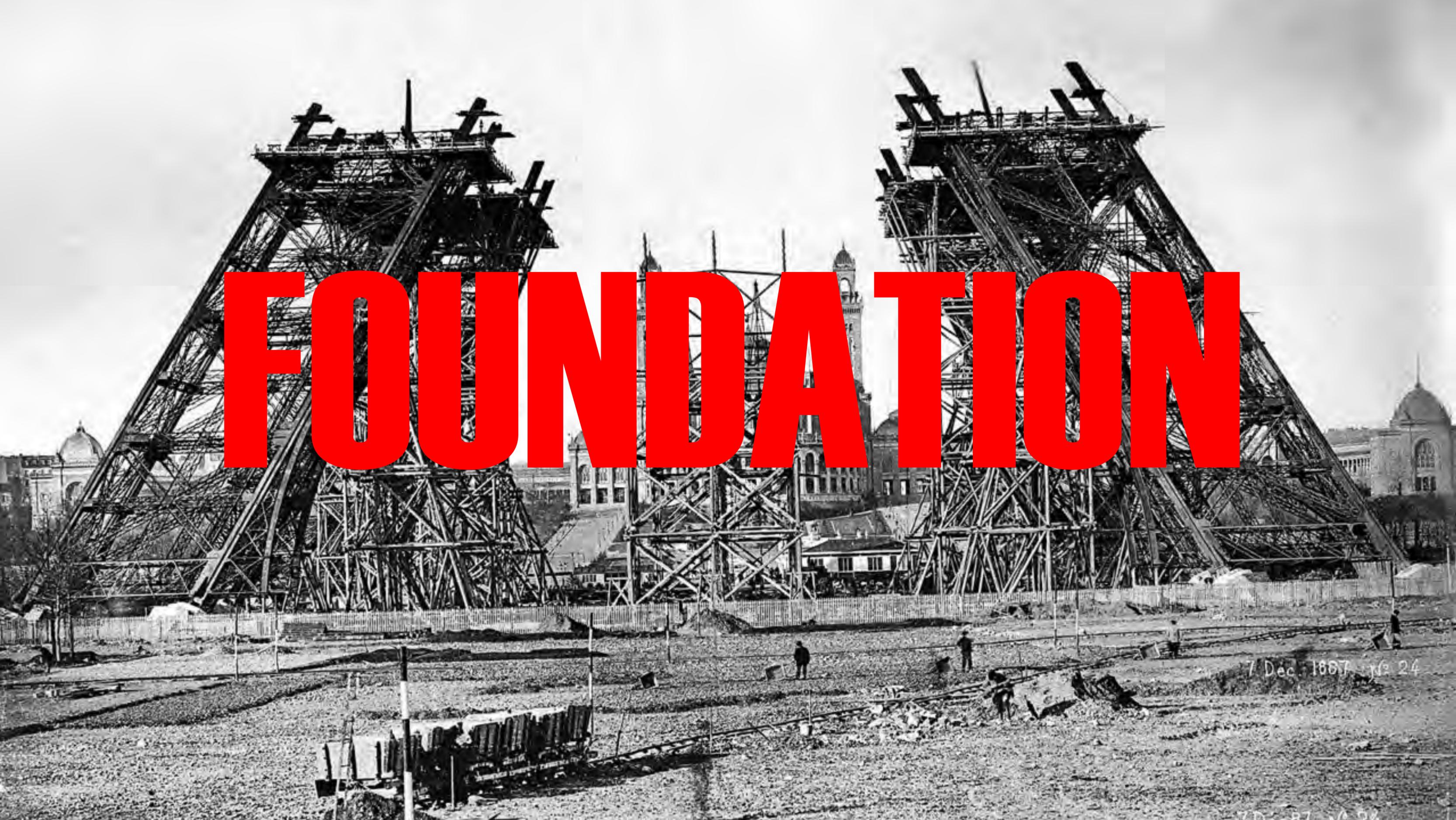
Bursts of unrefined requests

Unclear ownership

Multiple stakeholders
with colliding inputs

Foggy longer-term goals

FOUNDATION



A Solid Foundation

Communication

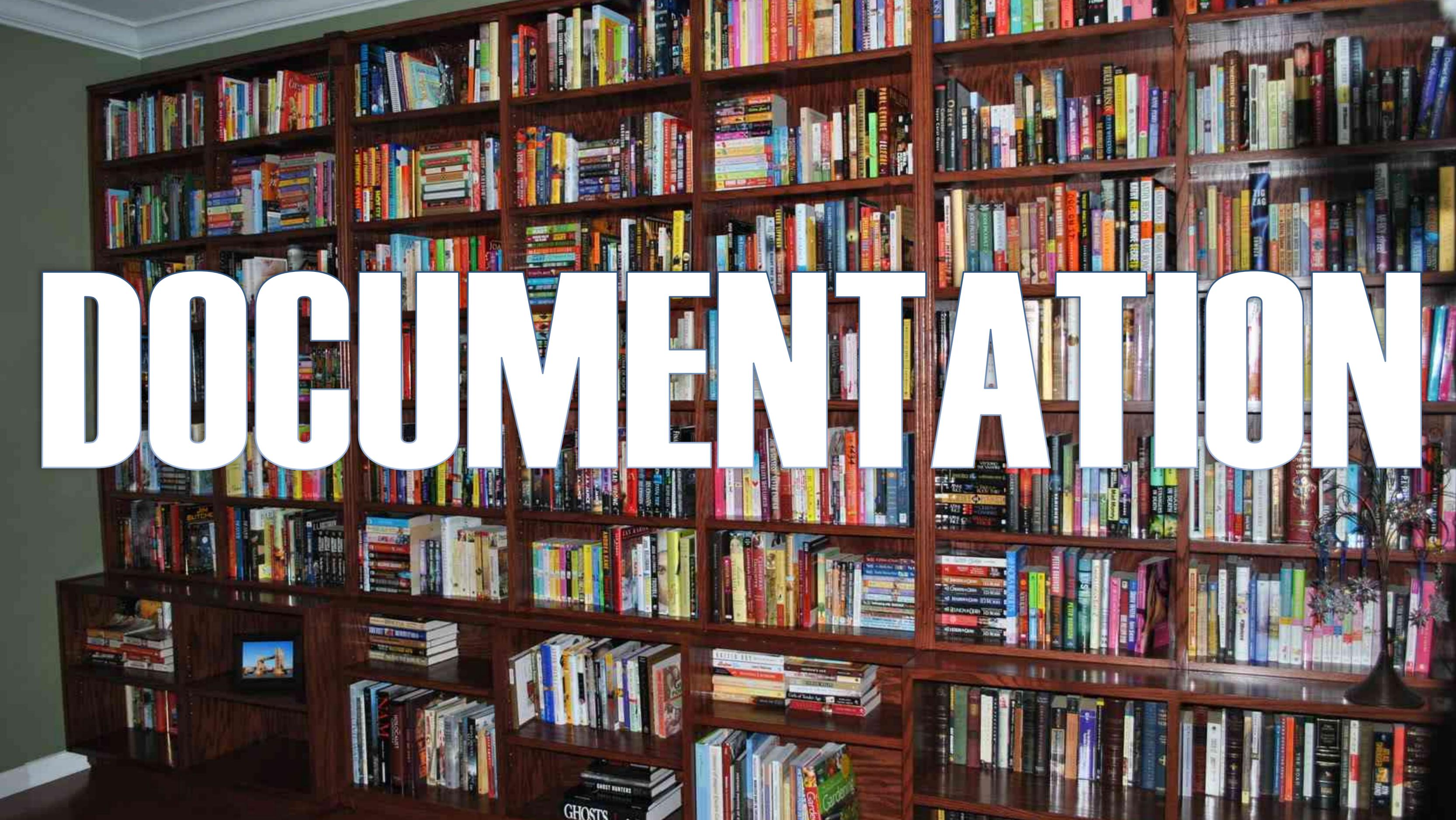
Processes shared

Expectations managed

Documentation

Key knowledge shared

DOCUMENTATION

A large, dark wood bookshelf filled with numerous books of various colors and sizes. The books are arranged in neat rows on multiple shelves. The word "DOCUMENTATION" is overlaid in the center in a large, white, bold, sans-serif font with a thin blue outline. The background shows the bookshelf extending into the distance, with a small decorative vase on the right side.

Documentation

Basic process for workflow

Who should own the tickets in each state?

RACI or RASCI table

Responsible-Accountable-(Supporting)-Consulted-Informed

Who is responsible for what function

Objective rules and playbooks

Definitions, Hotfix criteria and course of action

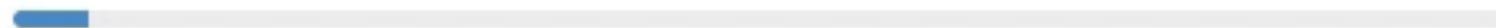
Define plans to objectively handle events

Leverage JIRA for good



Atlassian JIRA is starting up

Loading JIRA add-ons ...



MY RESPONSES ARE LIMITED

QUERIES

YOU MUST ASK THE RIGHT QUESTIONS

Learn some JQL

Extremely powerful

Background in SQL or query language construction helpful

Find exactly what you need

Save it as a Filter and Share with others



SP1 board

Backlog



QUICK FILTERS:

Only My Issues

Recently Updated



VERSIONS



EPICS



▼ **Sprint 2** 19 issues

18/May/16 9:00 AM • 01/Jun/16 9:00 AM



- ▲ SP1-2 Test Story
- ▲ SP1-13 Functional Specification Document Development
- ▲ SP1-15 Style Guide
- ▲ SP1-29 Global Footer
- ▼ SP1-149 Module Selection
- ▼ SP1-43 Expire/unpublish a content node
- ▲ SP1-46 Drupal User Setup

Quick Examples

Project=SP2

Project=SP2 and Type=Bug

Project=SP2 and Type IN (Story, Bug)

COLUMNS



FIVE TYPES OF COLUMN ARCHITECTURE

Tuscan

Doric

Ionic

Corinthian

Composite

Search

 project = SP1 AND issuetype IN (Bug, Story)


Basic



1-50 of 253

Columns

T	Key	Summary	Assignee	Reporter	P	Resolution	Created
	SP1-257	Links on News Release archive have typo	Unassigned	Chris Urban		Unresolved	16/Apr/17
	SP1-256	Unable to schedule Article publishing correctly	Unassigned	Chris Urban		Unresolved	16/Apr/17
	SP1-255	Font Awesome icons not loading	Unassigned	Chris Urban		Unresolved	16/Apr/17
	SP1-254	Salesforce 1	Unassigned	Chris Urban		Unresolved	06/May/16
	SP1-253	Sample User Story	Chris Urban	Chris Urban		Unresolved	29/Mar/16
	SP1-252	Two-Factor Authentication	Unassigned	Chris U		Unresolved	21/Nov/15
	SP1-251	Opt In Text	Unassigned	Chris U		Unresolved	21/Nov/15
	SP1-250	Registration	Unassigned	Chris U		Unresolved	21/Nov/15
	SP1-249	Credit Card Payment Information	Unassigned	Chris U		Unresolved	21/Nov/15



FILTERS

Sprint Filters

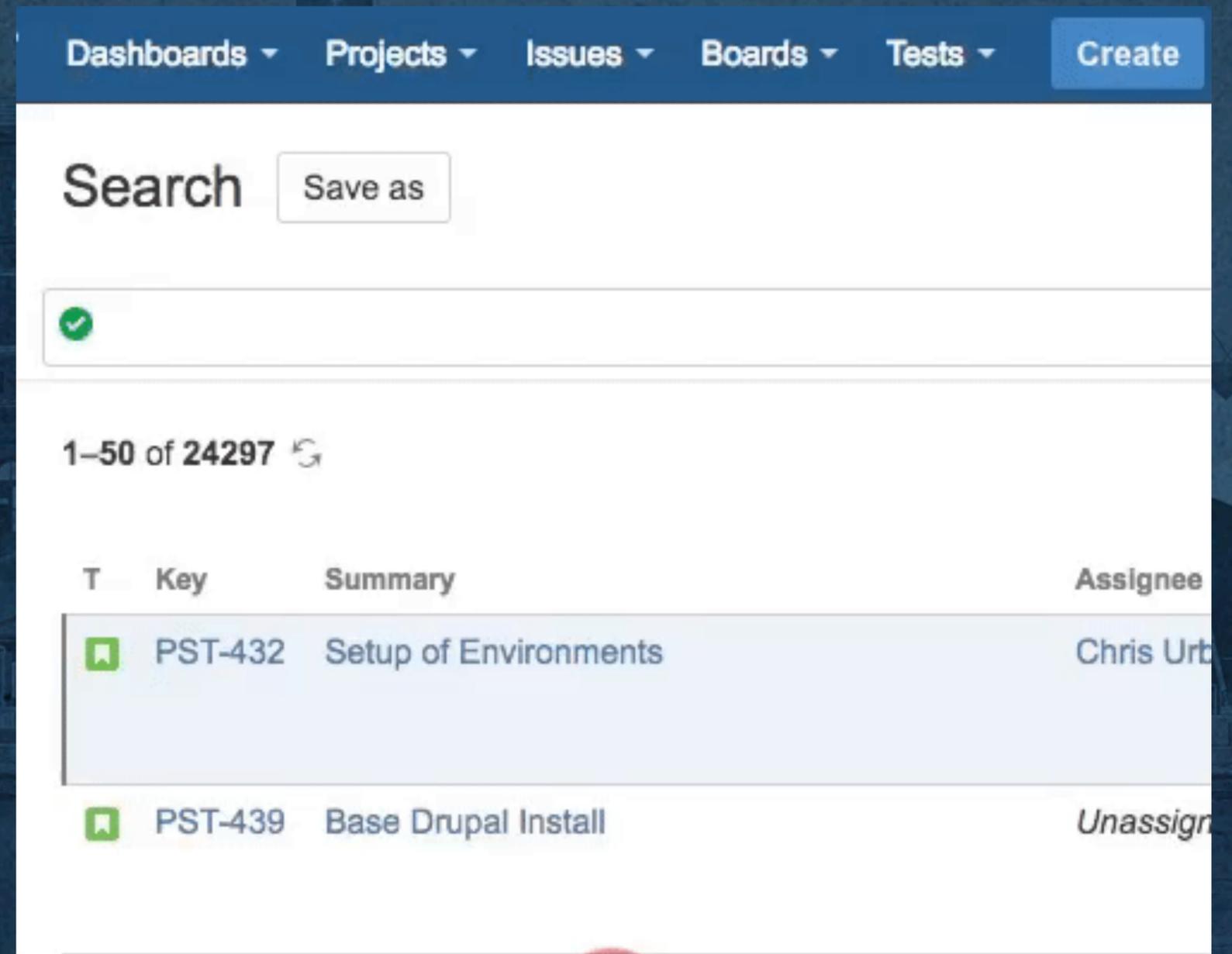
Create a filter when you
Create a Sprint

Update to share with all on
Project in JIRA

Prevent confusion:

Use Sprint ID “Sprint 26 (1075)”

Use Project “XYZ Sprint 26”



The screenshot shows the JIRA interface with a search filter applied. The top navigation bar includes 'Dashboards', 'Projects', 'Issues', 'Boards', 'Tests', and a 'Create' button. Below the navigation bar, there is a search bar with a 'Save as' button. A green checkmark icon indicates that the filter is active. Below the search bar, the text '1-50 of 24297' is displayed. The main content area shows a table of issues with columns for 'T', 'Key', 'Summary', and 'Assignee'. The first issue is 'PST-432 Setup of Environments' assigned to 'Chris Urb'. The second issue is 'PST-439 Base Drupal Install' assigned to 'Unassign'.

T	Key	Summary	Assignee
	PST-432	Setup of Environments	Chris Urb
	PST-439	Base Drupal Install	Unassign

PST Stories

Save as

Details



PS Project Te... ▾

Story ▾

Status: All ▾

Assignee: All ▾

Contains text

More ▾



Advanced

1-50 of 276 ↻

Edit Current Filter ?

Name*

PST Stories

Description

Favorite



Shares



Not shared

Project



PS Project Template



All



+ Add

Shared with everyone with permission to browse the 'PS Project Template' project

Save

Cancel



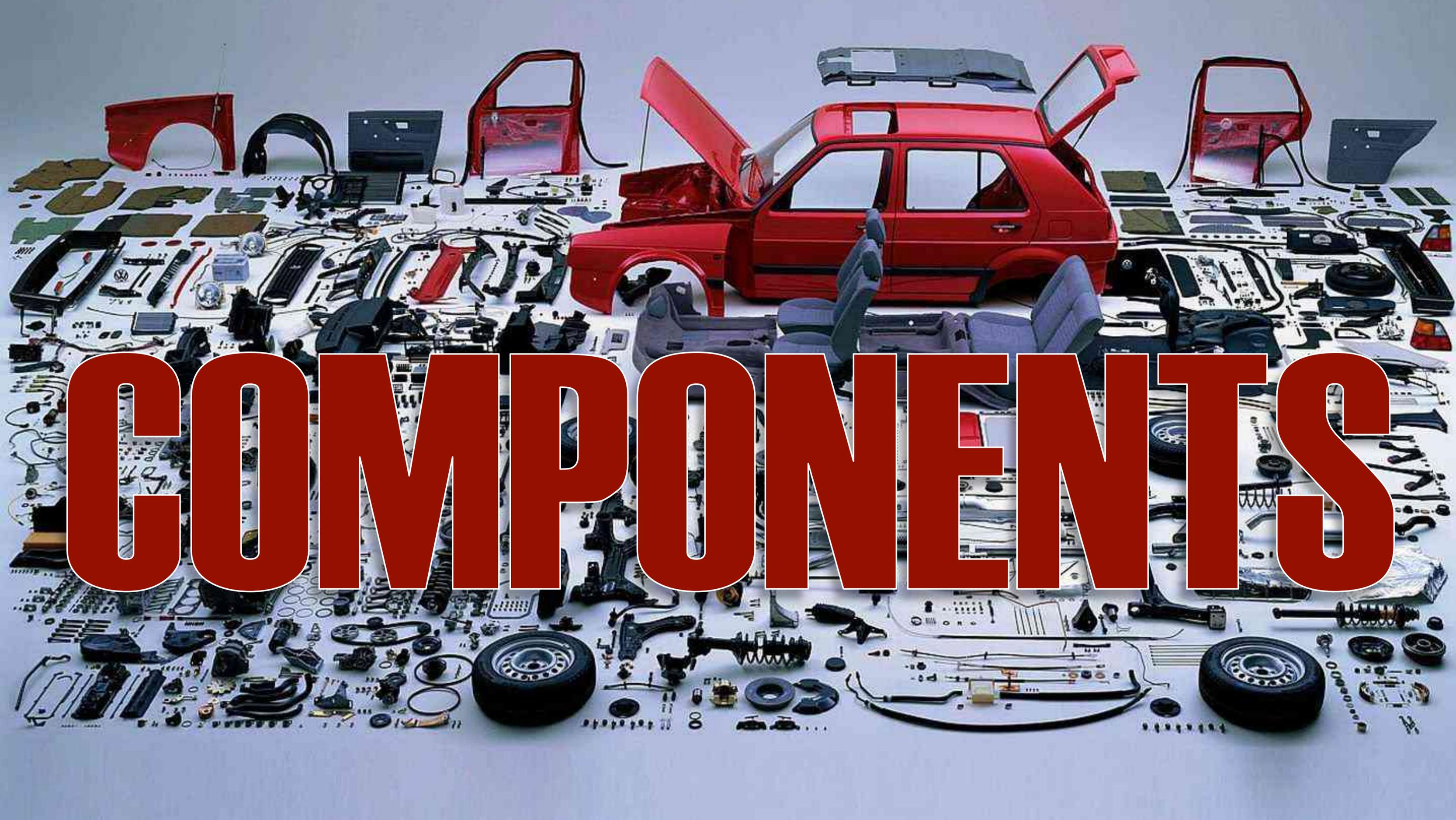
LABELS

Labels for Sprint End Demo

Have Product Owners label their tickets with “demo”

Confluence page with Insert JIRA Issue/Filter

```
project = {project} AND type != Sub-task AND  
sprint = {Sprint#} AND labels = demo  
ORDER BY key ASC, priority DESC
```



COMPONENTS

JIRA Components

Associate with Drupal content types “Content: Article”

Organizes tickets to optimize traceability

Organizes Subset QA Testing

Utilize general use cases

“Content Editing,” “Image Editing”

Add others based on Epics or Regions

“Analytics,” “Advertising,” “Metadata,” “Global Menu,” “Footer”

JIRA Components

Admin Settings

Advertising

Commerce

Content Scheduling

Content: Article

Content: Calendar

Content: Event

Content: Forms

Content: Home Page

Content: Media

Content: News Release

Content: Photo Gallery

Content: Video

Documentation

Editing Content

Editing Images/Media

Error Pages

Global Footer

Global Navigation

Integration: Analytics

Integration: Asset Storage

Integration: Authentication

Integration: CDN

Integration: Content Hub

Integration: Generic

Integration: Salesforce

Integration: Social

Integration: YouTube

Internationalization (i18n)

Localization (L10n)

Metadata

Multisite

Search

Security

SEO

Setup: Server

Setup: Site

Site Performance

Testing

URL Management

User Forms

User Groups

User Profile

Workflow & Roles



TABLES

Filtered WIP tables

Confluence page with JIRA tables

```
project = {project} AND  
Sprint in openSprints()  
and type != Sub-task and  
component = "Content:  
Article"
```

```
project = {project} and  
type != Sub-task and  
component = "Analytics"  
AND updated > -8w
```

Insert JIRA Issue/Filter

Search

project = PPT and Sprint in OpenSprints() and type != Sub-task

Search using any issue key, search URL, JIRA link, JQL, plain text or filter

Key Summary

PPT-41 Tooling to address cache_form issues

OTHER JIRA CONTENT

JIRA Charts

Display options

Display as

Single issue
Display the macro as a single issue.

Total issue count
Display total number of issues as a link. E.g.41 issues

Table
Customise your columns below.

Maximum issues 20

Leave empty to get all issues.

Columns to display

Key x Summary x Issue Type x Created x
Updated x Due Date x Assignee x Reporter x
Priority x Status x Resolution x

Select Macro Hint: type "Cmd+Shift+J" in the editor to quickly access this dialog.

Insert Cancel



SUB-TASKS

Sub-Tasks

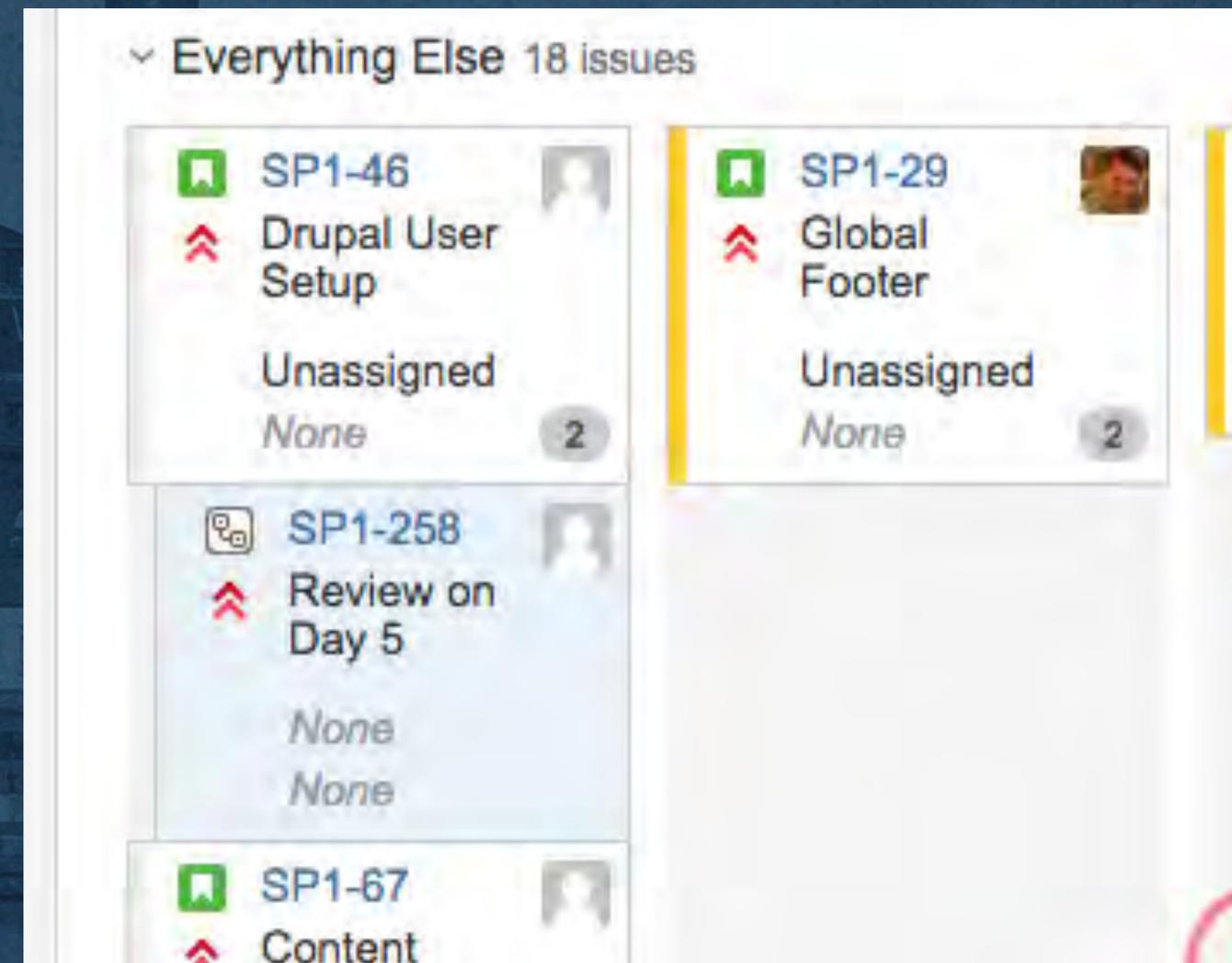
Keep track of process or workflow-related issues

External review teams

Flag priorities among tickets

Announce need for a check-in mid-sprint

Reminder to create QA test script



CEREMONIES



Agile Ceremonies to add

You are already using:

Grooming, daily scrum, sprint end review and retro

You Should Add: Sprint Planning

Reiterate what's to be committed in next sprint

Outline Sprint goals – top 3 tickets or features to complete

Associate to team, or even developer

A close-up photograph of a person pruning a tree branch. The person's hands, wearing green and white gloves, are using blue-handled shears to cut a branch. The tree trunk and other branches are visible, with a clear blue sky in the background. The word "PRUNING" is overlaid in large, bold, white capital letters across the center of the image.

PRUNING

Agile Ceremonies to add

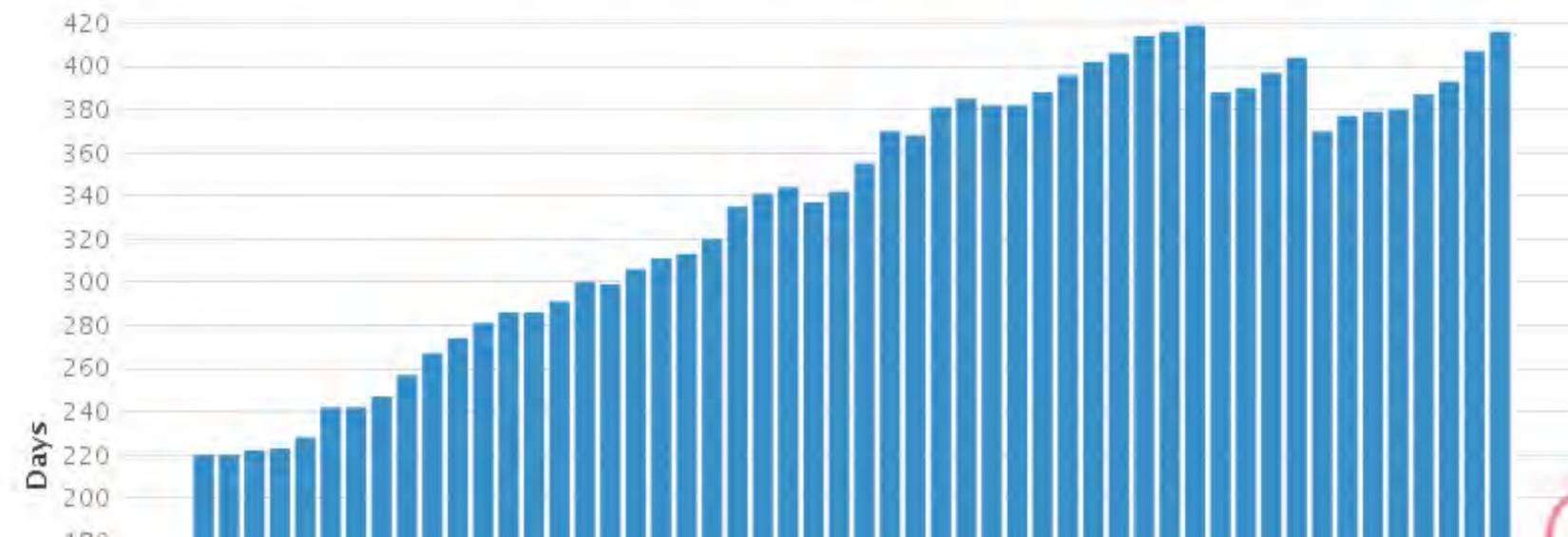
Add: Backlog “Pruning”

Establish goal to either close or assign for immediate review to keep it fresh

JQL:

```
project = {project} AND  
status != Closed AND  
Sprint is EMPTY AND  
type = Story AND  
updated < -14w
```

This chart shows the average number of days issues were unresolved for on a given day over the past 360 days.



GROOMING



Grooming Agenda

Multiple product owners x multiple tickets = chaos

Timeboxing shifts priority back to product owner

Allocate 30 min per PO per week to start

Plan for 5 to 6 minutes per tickets to start

Grooming Worksheets

Worksheet Set-up: grid with PO, tickets, availability

Removes blocker of interpretation

Timebox tickets and product owner(s)

Assumes fixed grooming ceremonies

Plan around prioritized tickets and availabilities

Establish hard deadline

Grooming Worksheet

Product Owner	Tickets	Availability
Muddy Waters	SP1-34 SP1-35 SP1-40	Any
Etta James	SP1-37 SP1-38 SP1-39 SP1-44	Tues AM session only
Robert Johnson	SP1-42 SP1-43	Any



POINTING

Pointing Tickets

Keep it fair

Keep voting time to a minimum

Use resource like pointingpoker.com

Have Tech Lead enter in tickets title and timebox voting

PM monitors grooming backchannel

Pre-determine voting methods – Fibonacci, Hours, T-Shirt

Chris U

Story Description:

URB-001 Install Drupal 8

Clear Votes

Show Votes

Time: 00:01:02

0 points

1 point

2 points

3 points

5 points

8 points

13 points

?

Player

| ✓ Chris U

C Dog

Points

8

Want to invite someone? Send this link:

<http://www.pointingpoker.com/24139>

... or enter email addresses for invitees here:

History

TIPS & TRICKS



JIRA Tips & Tricks

Backlog view: Color code by JQL
or Custom Field (Teams)

Create “sprints” for backlog
organization

Manage sprint allocations

Multiple boards for different
audiences

Swimlanes

Normally by User or Epic

Use JQL queries!

`Labels = "stretch"`

Configure SP1 board

Board ▾

CONFIGURATION

General

Columns

Swimlanes

Quick Filters

Card colors

Card layout

Estimation

Working days

Issue Detail View

Card colors

Choose a method for assigning colors to your cards. If no method is selected, the cards will not have a colored edge. Any changes to the color configuration for a method are saved immediately, so you can switch back to it later if you wish.

[Learn more about card colors.](#)

Colors based on

Queries

Color	JQL	
	<input type="text" value=""/>	<input type="button" value="Add"/>
	Team = "Team 1"	<input type="button" value="Delete"/>
	Team = CD	<input type="button" value="Delete"/>
	Team = PS	<input type="button" value="Delete"/>

SP1 board Sprint 1

🕒 3 days remaining Complete Sprint

Board ▾ ⌵

QUICK FILTERS: Only My Issues Recently Updated

To Do	In Progress	QA	UAT	Staging	Done
<ul style="list-style-type: none"> SP1-149 Module Selection Unassig... None 2 SP1-43 Expire/unpublish a content Unassig... None 2 	<ul style="list-style-type: none"> SP1-15 Style Guide Unassig... None 2 SP1-29 Global Footer Unassig... None 2 	<ul style="list-style-type: none"> SP1-2 Test Story None None 5 	<ul style="list-style-type: none"> SP1-30 Global Header Unassig... None 2 	<ul style="list-style-type: none"> SP1-13 Functional Specification Unassig... None 2 	<ul style="list-style-type: none"> SP1-27 Global Navigation Unassig... None 2

Sample Project 1 / SP1-149

Module Selection

Estimate: 2

Details

Status: **NEW**

Component/s: None

Labels: None

Affects Version/s: None

Fix Version/s: None

Epic: None

People

Reporter: Chris U

Assignee: Chris U



REST API

Use JIRA REST API

Search endpoint:

`{URL}/rest/api/2/search?jql={QUERY}`

```
1  {
2    "expand": "schema,names",
3    "startAt": 0,
4    "maxResults": 50,
5    "total": 35,
6    "issues": [
7      {
8        "expand": "operations,versionedRepresentations,editmeta,changelog,transitions,renderedFields",
9        "id": "97106",
10       "self": "https://[REDACTED].atlassian.net/rest/api/2/issue/97106",
11       "key": "[REDACTED]-3607",
12       "fields": {
13         "customfield_13100": null,
14         "customfield_13101": null,
15         "fixVersions": [
16           {
17             "self": "https://[REDACTED].atlassian.net/rest/api/2/version/17511",
18             "id": "17511",
19             "description": "Created from Aha! https://[REDACTED].aha.io:443/releases/DOTCOM-R-44",
20             "name": "1.1.27",
21             "archived": false,
22             "released": false,
23             "releaseDate": "2015-10-12"
```

Use JIRA REST API

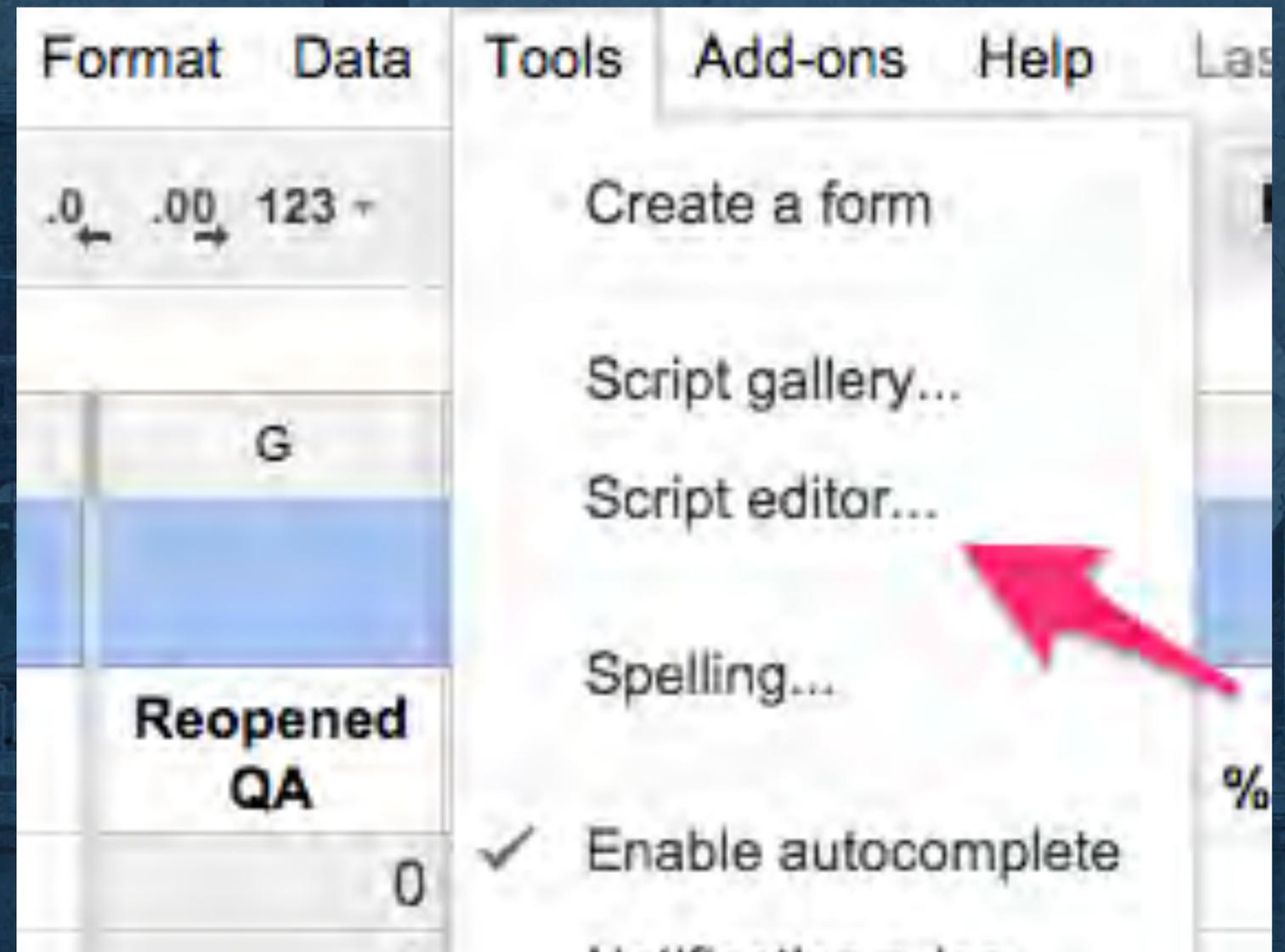
Google Sheets

Script Editor

Pass Queries directly

Update tickets ?

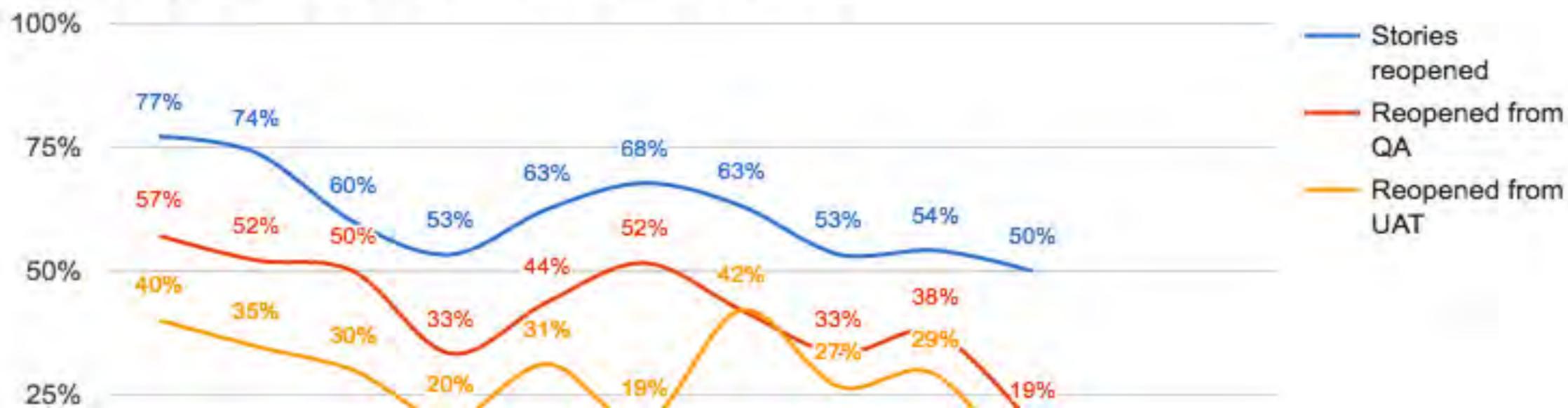
<https://docs.atlassian.com/jira/REST/cloud/>



fx =calljira("project=PROJECT AND type != Sub-task AND sprint = ",\$B14)

	A	B	C	D	E	F	G	H	I	J	K	L		
2	Sprint	Sprint ID	Fix Version	Tickets	Stories	Bugs	FV Stories	FV Bugs	Reopened	Reopened QA	Reopened UAT	Closed		
14	Sprint 29	1122	1.1.29	=calljira("project=PROJECT AND type != Sub-task AND sprint = ",\$B14)								20	14	55
15	Sprint 30	1154	1.1.30	35	23	12	25	14	17	12	8	37		
16	Sprint 31	1192	1.1.31	28	20	8	19	7	12	10	6	31		
17	Sprint 32	1235	1.1.32	35	30	5	33	5	16	10	6	40		
18	Sprint 33	1264	1.1.33	21	16	5	16	6	10	7	5	21		
19	Sprint 34	1290	1.1.34	45	31	14	26	14	21	16	6	45		
20	Sprint 35	1337	1.1.35	29	19	9	19	8	12	8	8	29		
21	Sprint 36	1372	1.1.36	51	30	20	25	4	16	10	8	49		
22	Sprint 37	1403	1.1.37	36	24	10	71	12	13	9	7	36		
23	Sprint 38	1432	1.1.38	29	16	13	21	8	8	3	1	10		
24	Sprint 39	1453	1.1.39	32	25	7	21	5	6	4	1	3		
25	Sprint 40	1486												

Reopened from QA and UAT - Last 12 Sprints



Integrate API into Google Sheets

```
function calljira(query,sprint) {
  var parameters = {
    method : "get",
    accept : "application/json",
    headers: {"Authorization" : "Basic " +
Utilities.base64Encode( jirauser + ":" + jiraauth )}

// Authorization: Basic ZnJlZDpytyVk" -H "Content-Type: application/
json"
  };
var jira_url = "https://" + jiraurl + "/rest/api/2/search?jql=" +
encodeURIComponent(query) + sprint;
var text = UrlFetchApp.fetch(jira_url, parameters).getContentText();
var data = JSON.parse(text);
return data.total;
}
```

Integrate API into Sheets

Try example script:

Github: [chrisurban/
jira-sprint-reporting](https://github.com/chrisurban/jira-sprint-reporting)

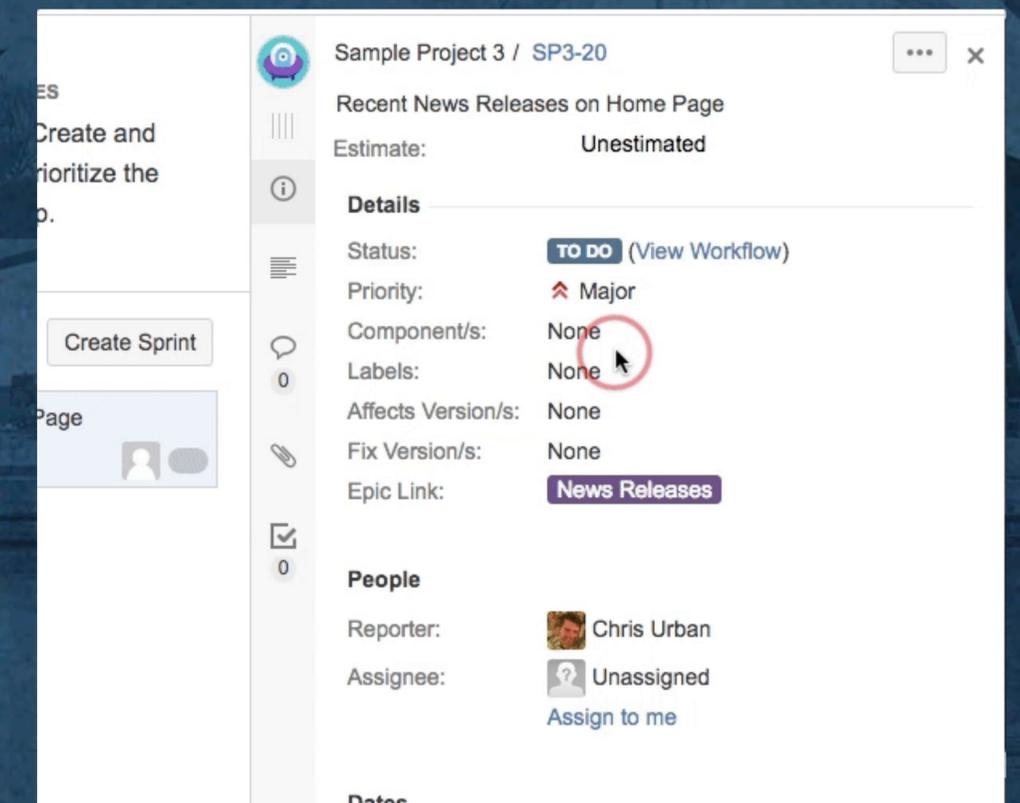
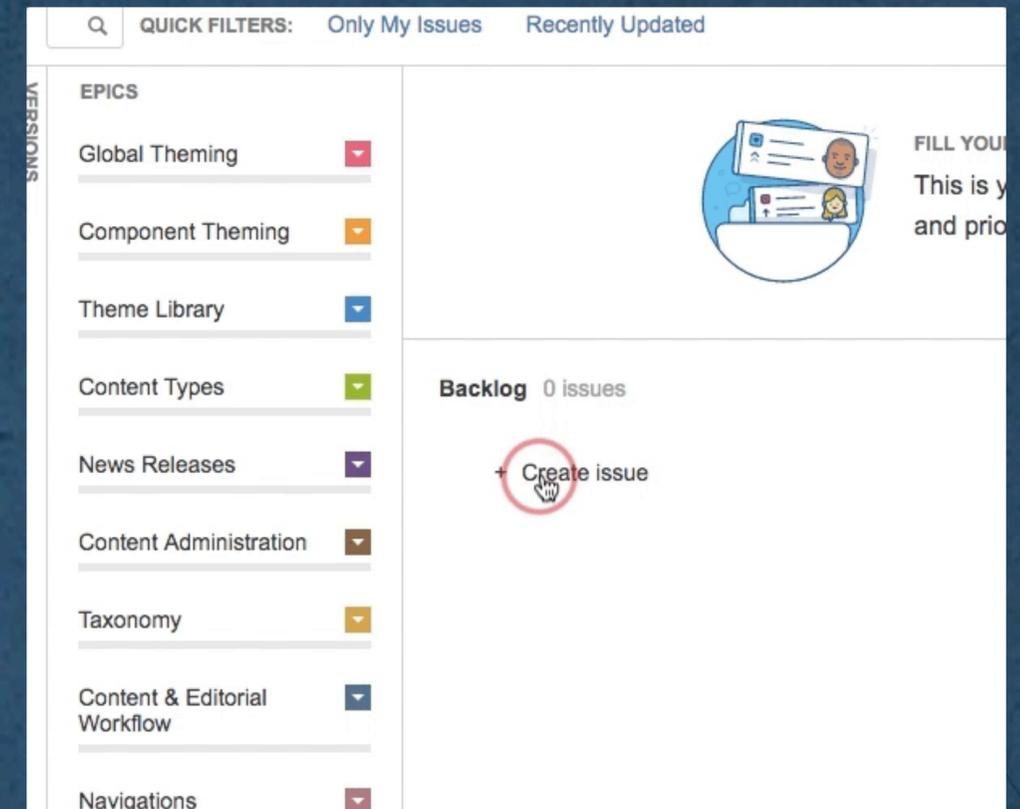
Standardize Projects

Start with the same Epics

Start with the same Components

Reduce project startup and setup time

Increase familiarity between projects



Importing Epics

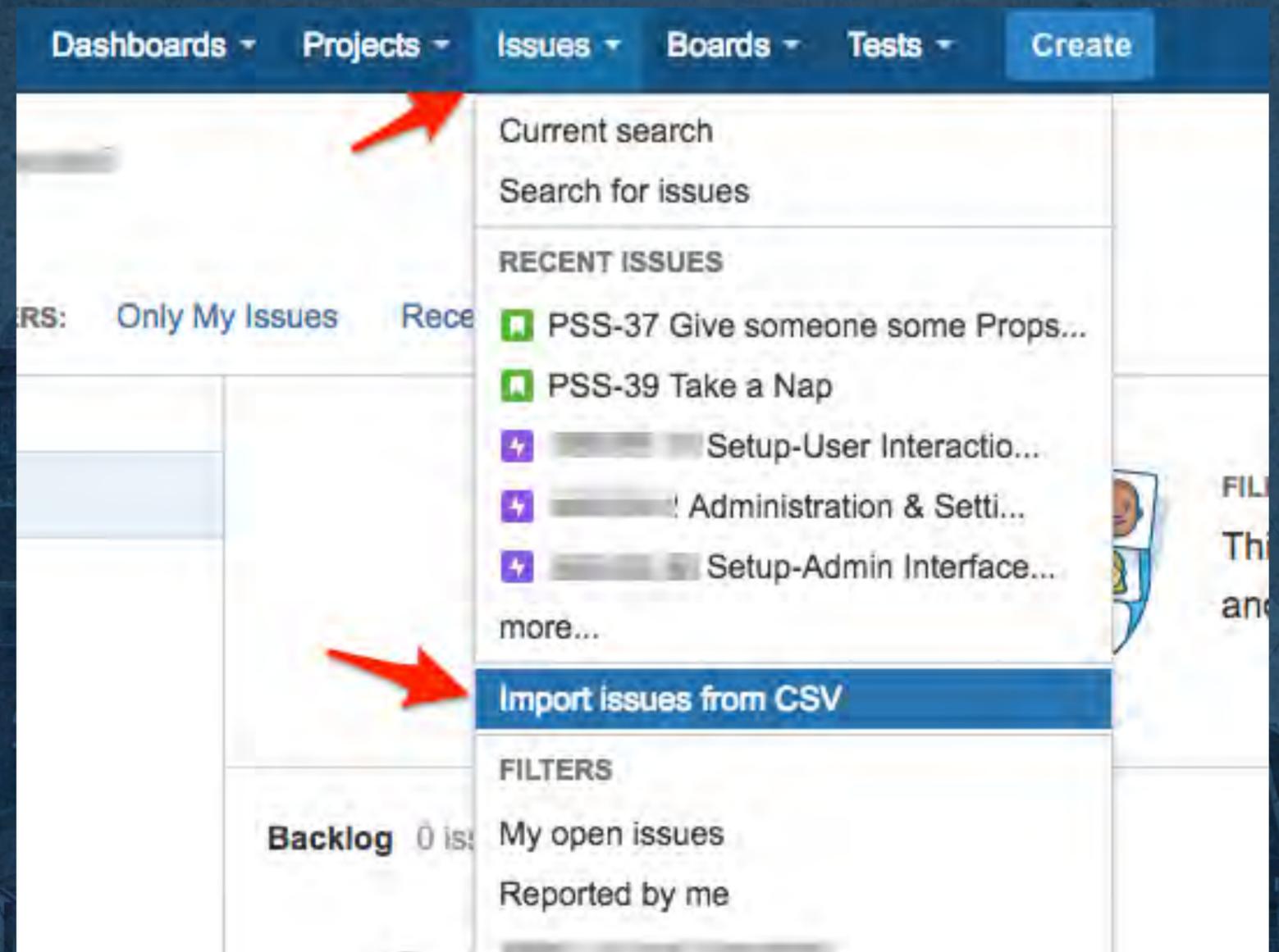
Easy to do

Use CSV file

Profit!

Try example files:

Github: [chrisurban/agile-drupal](https://github.com/chrisurban/agile-drupal)



Importing Components into JIRA

A bit more complex, but easy to learn

Component endpoint:

`{URL}/rest/api/2/component`

`api/2/component` [Expand all methods](#)

▼ [Create component](#)

POST `/rest/api/2/component`

Create a component via POST.

Request

EXAMPLE

```
{
  "name": "Component 1",
  "description": "This is a JIRA component",
  "leadUserName": "fred",
  "assigneeType": "PROJECT_LEAD",
  "isAssigneeTypeValid": false,
```

Use Postman to handle REST API calls

Download standalone app or Chrome app

<https://getpostman.com>

GET makes requests and expects response data

POST sends data and expects response

You need: endpoint URL, authorization and a request

All endpoints referenced here

<https://docs.atlassian.com/jira/REST/cloud/>



A man with a mustache, wearing a light blue polo shirt, is looking down with a serious expression. He is standing in what appears to be a store or office environment with shelves and equipment in the background. The image is overlaid with large, bold, white text with black outlines.

DEMO TIME

**GUESS YOU CAN SAY THINGS
ARE GETTING PRETTY SERIOUS**

All the pieces you need

Github: [chrisurban/agile-drupal](https://github.com/chrisurban/agile-drupal)

Epics list to import

JIRA import config file

Components list to import

Postman setup files

What You Learned

Document Everything!

Sprint Planning

Backlog Pruning

Labels for Demos

Filters & Sprint naming

JIRA JQL Basics

Sub-Tasks

Worksheets for grooming

Pointing practices

Custom fields

Leverage JIRA REST API

Use Components

Use Epics

Other tips & tricks

Questions?

Chris Urban

Manager, Professional Services, Acquia

@_urban_

chris.urban@acquia.com

agiledrupal.com



BALTIMORE

— DRUPALCON 2017 —

#agiledrupal

Join Us for Contribution Sprints

Friday, April 28, 2017

**First-Time Sprinter
Workshop**
9:00am-12:00pm
Room: 307-308

Mentored Core Sprint
9:00am-12:00pm
Room:301-303

General Sprints
9:00am-6:00pm
Room:309-310

#drupalsprints



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— DRUPALCON 2017 —

**WHAT DID
YOU THINK?**

Locate this session at the
DrupalCon Baltimore website:
[https://events.drupal.org/baltimore2017/sessions/
better-agile-drupal-sprints-leverage-jira-good](https://events.drupal.org/baltimore2017/sessions/better-agile-drupal-sprints-leverage-jira-good)

Take the survey!

[https://www.surveymonkey.com/r/
drupalconbaltimore](https://www.surveymonkey.com/r/drupalconbaltimore)

THANK YOU!

Things we skipped

In depth discussion around documentation

Custom fields: Integer fields for tracking time, adding to screens on specific transitions

Custom fields: Teams, development Branch



CUSTOM FIELDS

Custom fields: Teams

Developer

Team

Useful for tracking team performance

Identify primary contributor to ticket

Custom fields: Branch

Multiple environments

Dev branches spanning more than two sprints

Minimize QA and UAT confusion

Custom Fields: Time Spent

Time Spent fields

Add as required field in Screen on Transitions

Add as similar field for QA

Identify tickets that were difficult and/or time-consuming

SP1 board
Sprint 1

🕒 3 days remaining Complete Sprint

Board ▾ ⌂

QUICK FILTERS: [Only My Issues](#) [Recently Updated](#)

To Do In Progress QA UAT Staging Done

▼ Stretch 1 issue

SP1-43
 Expire/unpublish a content
 Unassig...
None **2**

▼ Everything Else 7 issues

S...-149
 Module Selection
 Unassig...
None **2**

SP1-15
 Style Guide
 Unassig...
None **2**

SP1-2
 Test Story
 None
None **5**

SP1-30
 Global Header
 Unassig...
None **2**

SP1-13
 Functional Specification
 Unassig...
None **2**

SP1-27
 Global Navigation
 Unassig...
None **2**

Sample Project 1 / [SP1-15](#) ⋮ ×

Style Guide

Estimate: **2**

Details

Status: **IN PROGRESS**

Component/s: *None*

Labels: *None*

Affects Version/s: *None*

Fix Version/s: *None*

Epic: *None*

People

Reporter: **Chris U**

Assignee: **Chris Urban**