

Writing Effective Jira Stories

The majority of your time in Jira will be spent creating issues. However, *a created issue is only useful if it is easily understood by everyone.*

A properly written issue properly clarifies your ideas, focus your efforts, use your time and resources productively, and increase the alignment of your team during a sprint.

To do this, issues in Jira should be written **SMART**.

SMART is an acronym that you can use to guide your issue creation.

It is a set of criteria used across multiple industries to help people write clear and understandable goals.

To make sure your goals are clear and reachable, each one should be:

| | |
|------------|--|
| Specific | Simple, sensible, significant. Your description should be clear and specific, otherwise you won't be able to focus your efforts or feel truly motivated to achieve it. When drafting your description, try to answer the five "W" questions: |
| Measurable | <ul style="list-style-type: none">• <i>What</i> do I want to accomplish? |
| Achievable | <ul style="list-style-type: none">• <i>Why</i> is this important? |
| Relevant | <ul style="list-style-type: none">• <i>Who</i> is involved? |
| Time-Bound | <ul style="list-style-type: none">• <i>Where</i> is it located?• <i>Which</i> resources or limits are involved? |

Your objective for each issue in Jira, regardless of size, is to address all five SMART goals. Parameters around your issues make them well-defined and able to be completed in a timely manner.

Good Example

ATLAS-3708 / ATLAS-4176

Building an Atlassian Confluence Space

General Optional Fields

Description
At the request of Chad Kroeger, we need a centralized place to host any training documentation and materials for Atlassian. Working with Adam Quinn DISH to build.

Acceptance Criteria
All designs follow DISH's branding guidelines and are approved by the process manager Adam.

Steps to Test
Check to see if a built out Confluence page(s) is under the Atlassian Training space

Activity
Show: **Comments** Newest first

Add a comment...
Pro tip: press **M** to comment

In Progress

Details

| | |
|---------------------|---|
| Assignee | Mitchell Hoback DISH |
| Reporter | Mitchell Hoback DISH |
| Sprint | Sprint 22.09 |
| Story Points | 1 |
| Development | Create Branch |
| Releases | + Add feature flag |
| Story Type | None |
| Epic Link | Beginner Training Track |
| Target start | Apr 26, 2022 |
| Target end | Apr 28, 2022 |
| Team | None |
| Automation | Rule executions |
| Smart Checklist | Open Smart Checklist |
| Better PDF Exporter | Export PDF |
| OKRs | Open OKRs |
| Tempo | Open Tempo |

More fields Original estimate, Fix versions

All the required components of a good story are here. They are:

- An easily digestible title for external audiences
- A detailed description
- Well-defined acceptance criteria
- Measurable steps to test
- Assigned a numerical story point value
- Assigned user and reporter
- Linked to an epic
- Set target start and end date
- Updated status (in progress)

Bad Example

A Thing

[Attach](#)
[Create subtask](#)
[Link issue](#)
[Add Form](#)
[qTest: Test Execution](#)

Description

Need to get this done

Steps to Test

None

Acceptance Criteria

None

Activity

Show: [All](#) [Comments](#) [History](#) [Work log](#) [Time in Status](#) [Time In Status](#) [Newest first](#)



Add a comment...

Pro tip: press **M** to comment

Backlog

Details

| | |
|--------------------------|-----------------------|
| Assignee | Samer Farag |
| Reporter | Samer Farag |
| Sprint | None |
| Epic Link | None |
| Labels | None |
| Story Points | None |
| Team | None |
| Story Type | None |
| Customer Type (Cascaded) | None |
| Critical Path | None |
| Critical Path | None |
| Priority | Medium |
| Automation | Rule executions |
| Refined | View issue in Refined |

More fields [Threshold](#), [Smart Checklist Progress](#), [Mandatory](#), [Targ...](#)

Created 15 seconds ago

Updated 15 seconds ago

Configure

This example lacks nearly all of the criteria for a good story. It is missing:

- An appropriate, descriptive title
- No useful description
- No steps to test
- No acceptance criteria
- No link to another issue
- No assigned story point
- No target start or target end dates

Assigning Story Points

Each story has a value attached to it that indicates how long a given story will take before it is completed. Use the following image to help determine what value your story should be given:

Story Points Documentation

- Attach
- Create subtask
- Link issue
- qTest: Test Execution
- Smart Checklist
- ...

General Optional Fields

Description Unsaved changes

Doc on Story Point definitions as discussed by the Team, including the following info:

- 1 Point: Work that's 2 hours or less
- 2 Points: Work between 2 hours and 2 days
- 3 Points: Work that takes 2 days to 5 days
- 5 Points: Work that takes longer than a week.

Acceptance Criteria

All documentation above is included and accurate, as well as approved by Adam.

Steps to Test

Click to access the page using the link below and review the documentation.

Confluence pages

- Story Points

Activity

Show: Comments

Newest first

Add a comment...

Pro tip: press **M** to comment

Done ✓ Done

Details

| | |
|-----------------|----------------------|
| Assignee | Samer Farag |
| Reporter | Samer Farag |
| Sprint | Sprint 23.21 |
| Story Points | 1 |
| Development | Create Branch |
| Releases | Add feature flag |
| Story Type | Dev |
| Epic Link | Jira Corner |
| Target start | Nov 03, 2021 |
| Target end | Nov 03, 2021 |
| Automation | Rule executions |
| Smart Checklist | Open Smart Checklist |
| OKRs | Open OKRs |

More fields

| | |
|-------------------|------|
| Original estimate | 0m |
| Fix versions | None |

Created 2 days ago
Updated yesterday
Resolved yesterday

Configure

One person has read this **PARTIAL**

See who