OASIS Overview
Managing TC Work Using JIRA

March 10, 2014
Goal

• Demonstrate OASIS JIRA installation
• Show best practices for managing development projects
• Give TC a place to start
What is JIRA?

• Issue-tracking system used for bug & issue tracking, project management, etc.

• Components:
  • Projects – the overall collection of issues. At OASIS, we set up one project per TC (e.g. AMQP TC, Energy Interop TC)
  • Issues – the individual entries that the TC enters, tracks, resolves & eventually closes (e.g. ENERGYINTEROP-504, Add Reading Type as optional element in ei:Market)
  • Components – Classifications defined by the TC to tag issues into logical groupings (e.g. Spec, Schema, Examples)
  • Versions – Classifications defined by the TC to tag issues into specific lifecycle stages (e.g. wdo7, csprd02)
  • Status– Indicators of the progress in resolving the issue
What is JIRA?
What is JIRA?
Why use JIRA?

- Easier to track & manage than via emails
  - Issues don’t get lost or forgotten
  - All information on issue can be kept in one place
  - Issues can be collected, managed, and tracked in groups using Components and Versions
- Workflow offers a structured approach to addressing issues (i.e. New, Open, Resolved, Applied, Closed)
- Provides an audit trail for TC decisions and actions
- Comment resolution logs can be produced from JIRA
Organizing Your Project

- OASIS creates your project at TC level
  - E.g. OASIS eTMF TC, OASIS AMQP TC
- Within your project:
  - Use Components to group issues into logical categories (e.g. ‘spec,’ ‘schema,’ ‘terminology’)
  - Use Versions to organize issues by work progress stage or other meaningful breakdown (e.g. ‘wd01,’ ‘csprdo1’)
  - Use Status to manage work on each issue
Organizing Your Project

### Components

Projects can be broken down into components, e.g., “Database”, “User Interface”. Issues can then be categorized against different components.

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
<th>Component Lead</th>
<th>Default Assignee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Errata</td>
<td>This component is used to track TOSCA Errata</td>
<td>Project Default</td>
<td>Unassign</td>
</tr>
<tr>
<td>Intercp</td>
<td>The component is used to track TOSCA Intercp</td>
<td>Matthew Rutkowski</td>
<td>Project Default</td>
</tr>
<tr>
<td>Primer</td>
<td>TOSCA Primer provides non-normative overview, examples, value statements, and more.</td>
<td>Project Default</td>
<td>Delete</td>
</tr>
<tr>
<td>Spec</td>
<td>All the specification documents, but not XML files</td>
<td>Project Default</td>
<td>Delete</td>
</tr>
</tbody>
</table>
Organizing Your Project

### JIRA for Standards Development

**OASIS Topology and Orchestration Specification for Cloud Applications (TOSCA) TC**

**Key:** TOSCA  
**Lead:** F. Paul Lipton  
**Category:** None  
**URL:** [https://www.oasis-open.org/committees/tosca/](https://www.oasis-open.org/committees/tosca/)

#### Overview

For software projects, JIRA allows you to track different versions, e.g., 1.0, 2.0. Issues can be assigned to versions.

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OASIS Standard v1.0</td>
<td>Enter value</td>
</tr>
<tr>
<td>V1.1_CSD01</td>
<td>First CSD of V.1.1</td>
</tr>
<tr>
<td>CSD07</td>
<td>Changes made after 30-day public review CSDPRO1</td>
</tr>
<tr>
<td>CSD05</td>
<td>Most likely final issues</td>
</tr>
<tr>
<td>CSD04</td>
<td>Requirements/Capabilities and Other Enhancements</td>
</tr>
<tr>
<td>CSD03</td>
<td>Packaging and Use Case-Driven Changes to Define Relationships and Operations and other items</td>
</tr>
<tr>
<td>CSD02</td>
<td>First Milestone - reflects TOSCA-1 &amp; TOSCA-2</td>
</tr>
<tr>
<td>CSD01</td>
<td>First Milestone - reflects TOSCA-1 &amp; TOSCA-2</td>
</tr>
</tbody>
</table>

3/12/14
How to Get Started

- Decide what you want to track
  - Public review comments only?
  - Issues raised in committee meetings?
  - Issues from Subcommittees?
How to Get Started

- Decide how you will use status
  - JIRA status codes are: New, Open, Resolved, Applied, Closed, Deferred
  - Typical workflow:
    - New = raised but not accepted by TC
    - Deferred = not critical; awaiting review by TC
    - Open = accepted by TC but not yet addressed
    - Resolved = solution proposed by not applied
    - Applied = solution applied in work product
    - Closed = Issued addressed; no more work required
  - Issues can move back and forth between status
How to Get Started
How to Get Started

- Decide how you will assign / approve / close issues
  - E.g. one TC member to manage versus all members
  - E.g. issues are not ‘real’ until entered in JIRA
  - E.g. issues only closed by vote of the TC
How to Get Started

- TC Admin sets up your project & users
- TC sets up versions and components
  - Versions and components are defined by clicking “Administration” at the top of the page
- TC members add issues, descriptions, comments
  - Issues are entered by clicking “Issues / Create issue” at the top of the page
Questions?