Faysal Aziz

Jira & Confluence Intensive

Real-World Kickstart - 1 day

FA-0531 · 1 day

DevOps, Cloud & Infrastructure

Introduction

Master agile workflows and teamwork in a day—practical, not academic—with an expert-driven, industry-tailored agenda.

In one day, participants will experience a hands-on, streamlined immersion into both Jira and Confluence—tools that drive agility, productivity, and collaboration. Guided by an instructor with over 30 years of real-world experience, this course avoids unnecessary theory and dives into actionable workflows, real-world use cases, and practical setups. Perfect for professionals who need immediate, applicable skills—not abstract frameworks.

Learning outcomes

By the end of this intensive session, participants will be able to:

- Understand the core benefits and use cases of Jira within agile frameworks (Scrum & Kanban)
- Navigate Jira as a user: create, search, and manage issues; build dashboards
- Lead agile workflows: configure boards, backlogs, sprints, and releases
- Administer Jira: users, permissions, issue types, fields, screens, workflows
- Apply real-world scenarios: daily task management, custom issue types, multi-team boards
- Grasp the basics of Confluence and integrate it with Jira for collaboration

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Prerequisites

- No prior Jira or Confluence experience required
- Participants should have access to a Jira Cloud trial instance and a web browser

- Basic familiarity with agile concepts (helpful but not essential)

Training outline

1. 1. Agile Foundations & Jira Overview

- Define Jira, its purpose, and key benefits
- Explore Scrum: roles, ceremonies, workflow
- Explore Kanban: continuous flow, work-in-progress limits
- Discuss why these frameworks matter in real-world project environments

2. 2. Navigating Jira as an Agile Team Member

- Walk through Jira Cloud interface and project navigation
- Create and manage issues: stories, epics, tasks
- Issue tracking: status transitions, assignment, comments
- Issue searches and filters: basic search techniques
- Build and customize dashboards to monitor team progress

3. 3. Leading Agile Workflows in Jira

- Configure Scrum and Kanban boards tailored to team needs
- Manage backlog: prioritize, refine, estimate
- Sprint planning: start and close sprints, assign issues
- Release management steps: versioning and tracking deliverables

4. 4. Jira Administration Essentials

- User and group management: setup and permissions configuration
- Customize issue types and schemes: stories, epics, spikes
- Configure screens, fields, and workflows for new issue types
- Adapt workflows through example (e.g., create a “Spike” type)

5. 5. Real-World Usage Scenarios in Jira

- Implement a daily task-list using a mini daily Scrum flow
- Create permission schemes for both internal team members and external stakeholders

- Set up boards for multiple teams working on the same project environment

6. 6. Confluence Basics & Agile Collaboration

- Introduction to Confluence: spaces, pages, macros
- Integrate Jira issues into Confluence documentation for better tracking
- How Confluence enhances Jira-based workflows—documentation alongside task tracking

7. 7. Wrap-Up: Integration, Best Practices, Q&A

- Recap how Jira and Confluence together support transparency, agility, and productivity
- Share instructor's real-world tips for sustainable setup and adoption
- Open Q&A: tackle specific organizational challenges

This outline delivers a **full, practice-oriented learning journey** in just one day—covering Jira fundamentals, agile practices, administrative setup, real-world scenarios, and basic Confluence integration.

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