Manual JAST

Version: 1.4 (21. September 2014)

Version history

Version	Date of publication	Author
1.4	21. September 2014	Markus Flingelli
1.3	24. August 2014	Markus Flingelli
1.2	20. April 2014	Markus Flingelli
1.1	26. December 2013	Markus Flingelli
1.0	07. April 2013	Markus Flingelli
0.9	27. October 2012	Markus Flingelli
0.8	17. May 2012	Markus Flingelli
0.7	08. January 2012	Markus Flingelli
0.5.2	23. July 2011	Markus Flingelli
0.5.1	02. June 2011	Markus Flingelli
0.5	29. May 2011	Markus Flingelli
0.3	12. March 2011	Markus Flingelli
0.2	12. December 2010	Markus Flingelli
0.ε	10. April 2010	Markus Flingelli

Manual JAST

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Preface

JAST was programmed by Java 6 SE. The documentation was generated by DocBook. In order to use JAST the Java Runtime Environment (JRE) must be installed on your system. There are two versions of JAST: One have to be installed and another portable version can easily be unpacked from a ZIP archive. If you use the portable version the changes will be saved in a subfolder of the starting folder and no entries will be stored in the Windows registry if you run it on a Windows system.

The handbook is available in the formats PDF and HTML. You have to activate JavaScript in your webbrowser in oder to show correctly the HTML help.

If you want to use JAST it shall be at your own risk!

Beyond there are a web application which can use JAST compatible data bases. This application is called JAWS and the acronym stands for JAST Web Server. Further information about JAWS can be seen on the SourceForge project site (JAWS on SourceForge [http://sourceforge.net/projects/jastjaws/]).

If you are interested in improving the application JAST and its documenation don't hesitate to contact me Markus.Flingelli@gmx.de [mailto:markus.flingelli@gmx.de].

JAST will no be developed further. I confine myself to fix reported bugs.

Chapter 1. Manage Product Backlog

You can create a new product by selecting the item **File** \rightarrow **New** in the menu bar. The view as you can see in Figure 1.1, "Product information" will open.

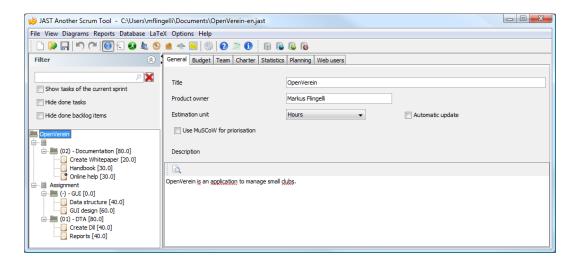


Figure 1.1. Product information

The epics are sorted ascending alphabetically, the backlog items are sorted ascending according to their priority and the tasks are sorted ascending alphabetically to their title.

Each product must have a non empty title. The value for the product owner must not be set. In the choice box Unit you define the used metric for the cost estimation. You can choose between Hours, Days, Weeks, Months, Function points and Story points. This metric is used for example by the sprint burn down chart (see Section 4.2, "Sprint burndown chart") or if you execute the costs calculation. If you activate the automatic update of the time units the set time values will be converted to the new unit (see Section 5.1.8, "Conversion").

N Hint

Keep in mind that the conversion can produce rounding errors.

In the text field **Description** you can insert a description of your project. You can only insert text. This text field is a so-called extended input field. You can use the markup language descriped in Section A.3, "Replacement of characters in LaTeX reports".

Symbol	Meaning	
/	Edit input	
B.	HTML preview of the input	

Table 1.1. Preview symbols

In the tree view the root node represents the product. The nodes of the first order are the so-called epics. Epics are used to group backlog items. The nodes of the second order are the backlog items. The backlog

items can be splitted into tasks. You can assigns tasks per drag and drop to other backlog items. And you can per drag and drop move backlog items from one epic to another epic.

You can filter entries by inserting a text that is contained in the title of the task or in the topic of the backlog item. The filter ignores upper and lower case. If you want to show only the tasks of the current sprint you can choose the option **Show tasks of the current sprint**. If you choose the option **Hide done tasks** all tasks that are done won't be displayed. If you choose the option **Hide done backlog items** all completly done backlog items (including their tasks) will be faded out.



Figure 1.2. Budget management

The tasks of the current sprint are emphasized in the tree view (bold and italic). According to the state of the task or if the task contains an attachement a black filled circle in the right top corner will be displayed.

Symbol	Attachment provided	State of the task
Ē		not started
3	3	in progress
Q.		to verify
<u>A</u>	2	pending
×	×	undone
₹	₹	done

Table 1.2. Task symbols

If you want to do a cost calculation you can insert the values in the tab **Budget**. You can insert the budget and the currency. Furthermore you can insert cost categories and assign the categories to team members.

In the tab **Statistic** you can see the amount of backlog items and tasks. The remaining time and the completion will be displayed. The remaining time of the backlog is calculated from the remaining time of its tasks (see Figure 2.2, "Time recording"). If a backlog item isn't estimated the estimation will be calculated automatically from the estimation from the tasks. The remaining time of the task is calculated from the column **To do** in the timekeeping view. The time units of a task that isn't assigned to a member will be summed up to the imaginary user -.

Note

If you have selected a task as **done** and there is a remaining effort it will be not considered for the costs calculation.

If you want to do a costs estimation you can insert in the tab **Planning** the intended working units. The costs are listed if you have assigned cost categories to each member.

In the input field you can execute simple arithmetic expressions. The first character must be the equals sign and then follows the arithmetic expression. You can use addition, subtraction, multiplication and division. Modulo calucation is possible, too. Following you can see sample examples:

Example 1.1. Supported arithmetic expressions

- =5*8 is 40.
- $\bullet = (10-2)/4 \text{ is 2}.$
- =33%10 is 3.

You can use the arithmetic expressions in the fields of the estimated working units of the the backlog items, the tasks and in the table of timekeeping (Section 2.1, "Time recording").

Note

Keep in mind that arithmetical expressions will not be saved (only their calculated values).

You can select this view by choosing in the menu bar $View \rightarrow Product backlog$ or clicking the symbol in the tool bar.

1.1. Team

1.1.1. Management

All members will be displayed in the table in the tab **Team**. The values of the columns **Email address** and **Description** are stored but aren't use in JAST at the moment. You can change the name of the team members. This change will update the assigned tasks.

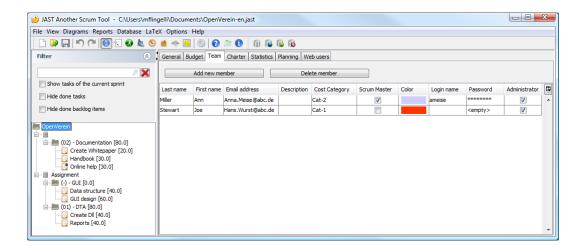


Figure 1.3. Team management view

If you want to insert a new member, click the button **Add new member**. In the table a new empty row will be inserted. If you want to delete a member you have to select him in the table and then click the button **Delete member**. You can select more than one member in the table if you press the **Ctrl**

or the **Shift** key while selecting the row with the mouse button. All changes and deletions will be active immediately in the product backlog.

You can assign a color to each member. The assignment is used in the pinboard view (see Section 1.6, "Pinboard") and in the diagram of the member velocity (see Section 4.6, "Member velocity").

The passwords aren't stored in clear text. The passwords are combined with a so-called salt and the hash value of the salted password is stored. It is extremley unlikley that this value can be back counted in reasonable time. If an user has set a password you will see the value ******* otherwise the string <empty> will be displayed.

In the column **Administrator** you can determine if the user should have an adminstrator role in the web server application (JAWS).

Important

The login name has to be unique.

1.1.2. Charter

The tab **Charter** shows the team charter. The charter is valid over the complete product life time.

1.2. Web user

If you use the application JAWS (JAST web server) it is possible that other persons than team members should have access to the product backlog. In this case you add web users. If you add a web user and don't select the option **Administrator** this user will one have reading access to the items in the product backlog.

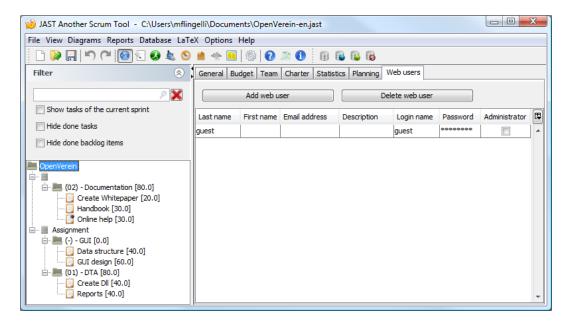


Figure 1.4. Web user

💡 Important

A chosen login name has to be unique within the team and the web users. There can't exist a team member named guest and a web user named guest in the same product.

Note

This tab is only relevant if you want to use the web application JAWS.

1.3. Backlog items

You can insert new backlog items in the product backlog by clicking in the left tree view with the right mouse button and choosing the item **Add backlog item** in the opening context menu. Alternatively you can press the **Ins** key. The product or an epic must be selected. The view in the product backlog tree is sorted ascendingly by the priority of the backlog items. Backlog items with no priority have automatically the priority – and will be shown first.

Note

Keep in mind that the name of a backlog item (topic) must be unique within the product backlog.

You can use the method MuSCoW for priorization. You can choose between the levels **MUST**, **SHOULD**, **COULD** and **WONT**. The type of priorization can be changed in the product information (see Figure 1.1, "Product information").

If you want an automatic calculation of the backlog items out of the established task efforts you have to change to the product view and select the option **Automatic** update (see Figure 1.1, "Product information").

The group element **Epic** is a container of some backlog items. You can assign some backlog items or user stores to an epic. This is often called story mapping.

If you create a new backlog item it contains by default the specified epic value from the options dialog (see Section 5.1.7, "Default values"). The topic of the backlog item is created from the default value followed by a blank and an integer. You can change the topic of the backlog item.

If you select a backlog item in the tree view you can copy it with the short cut Ctrl+C or paste it with the short cut Ctrl+V. You can use the corresponding menu items in the context menu, too. The topic of a backlog item must be unique. In the case of copying a backlog item it will be created from the original topic combined with an integer in braces. If you copy a backlog item all of its tasks will be copied, too. If you copy a backlog item to another product the values of the team members and the sprints will be reverted.

If a backlog item is selected in the tree view you can change the priority by pressing - in order to decrement the priority by one or press + in order to increment the priority by one. The maximum priority is limited to the value you specified in the default value tab of the options settings (see Section 5.1.7, "Default values").

1.4. Tasks

A backlog items consists of an arbitrary number of tasks. You can insert a task by selecting the menu item **Add task** in the context menu or by clicking the short cut **Ins**. The title of the task must be unique in the backlog item. By default the title of the new task will be created from the default value set in the options dialog (see Section 5.1.7, "Default values").

You can assign tasks to team members. If there is only one team member in the product all newly created tasks will be assigned to this team member. The status of a task can have one of the following values not started, in progress, to verify, done, undone or impeded. If a task is marked as done you can't change its values. In this case you must set the status to something different from done and then you can change the tasks values. You can only assign tasks to a sprint (not backlog items). A task can only assigned to one sprint. It is not required to assign all tasks of a backlog item to the same sprint. In the working date table in the tab Working date the timekeeping of the task will be displayed. This table can't be changed. The timekeeping is explained in Section 2.1, "Time recording".

You can attach an arbitrary count of attachments to a task. If the attachment is an image in the format PNG, GIF or JPEG it will be displayed. If the attachment is not an image it can directly opened if the application is registrated in the operating system.

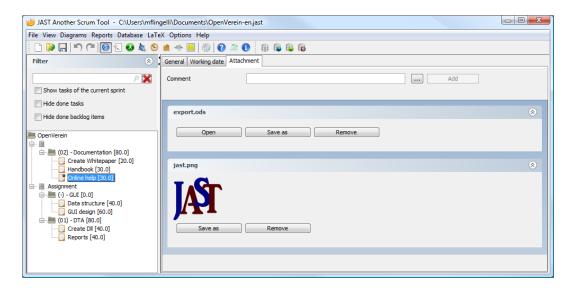


Figure 1.5. Attachments

Important

The file size of each attached file is limited to 16 MB. If you store your product backlog in an XML file there are no size limitations.

You can insert a new task by clicking the key **Ins** in the text field **Title**. The newly created task will be selected and you can immediately change the title.

If you are within the view **Product backlog** (see Figure 1.1, "Product information") you can change the assignment of the tasks to a backlog item by drag and drop. It is only possible to select one task.

If you press the button the current sprint will be assigned to the selected task. If no sprint takes place the empty sprint will be assigned.

If you select a task in the tree view you can insert a task via the context menu or the short cut **Ctrl+C** and paste a task via the context menu or the short cut **Ctrl+V**. If you insert the task in the same backlog item an unique title will be created. You can only insert the task if you have selected a backlog item first.

Note

Tasks that are done are editable after you change the status to something else than **done**. If you have selected a done task the tool bar in the description field is hidden.

1.5. Task overview

You can open the task overview via the menu bar $View \rightarrow Task$ overview or by clicking the icon

in the tool bar. In this view all tasks will be listed. You can sort the table. The columns **Backlog** item title, **Epic**, **Task** title, **Sprint**, **Member** and **Status** are changeable. The column **Completion** show the completion of the tasks in percent.

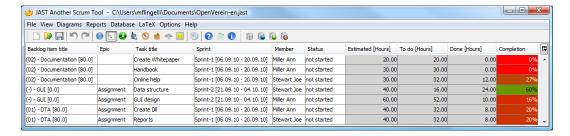


Figure 1.6. Task overview

If you mark rows in the task overview and move the cursor over the table a tool tip with the previous and future costs will appear. This only works if you have assigned cost categories to the team members.



Figure 1.7. Task overview with its costs in the tool tip

If there are more than one rows selected and you press the right mouse button a popup will open. In this context menu you can change the sprint, the member or the status of the selected tasks. The change will be set to the changeable tasks. If there are tasks in the selection with the status **done** for this tasks only the status can be changed not the team member and the sprint.

You can delete the selected tasks. The selection must not be cohesive. The deletion of the tasks must be confirmed in a dialog.

If you click in the table with the right mouse button to its caption a filter dialog will open (see Figure 1.8, "Filtering"). You can set filter values in arbitrary columns.

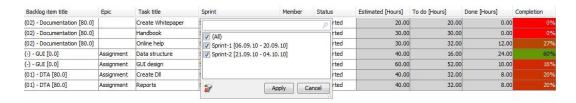


Figure 1.8. Filtering

1.6. Pinboard

In this view all tasks of the current sprint are displayed. You can open the view via the menu bar **View**→ **Pinboard** or clicking the symbol in the tool bar. If no sprint takes place at the moment you will get a hint.

The pinboard cards contain the task title, the topic of the backlog item, the team member and the state of completion. The pinboard has six columns: **not started**, **in progress**, **to verify**, **impeded**, **undone** and **done**. You can change the tasks status via drag and drop.

If you double click to a task on the pinboard you will change to the product backlog item view and the task will be selected.

1.7. Impediments

You can show the impediments by selecting $View \rightarrow Impediments$ in the menu bar or clicking the symbol $\stackrel{*}{\Longrightarrow}$ in the tool bar.

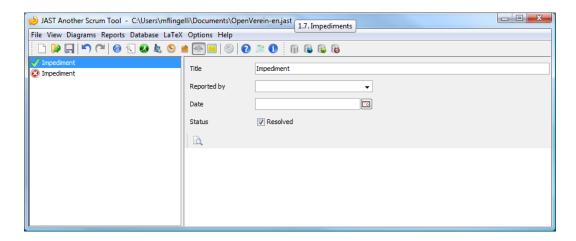


Figure 1.9. Impediments

You can insert new impediments by clicking the right mouse button in the left view and selecting **Add impediment** or pressing the key **Ins**. Impediments that are done are marked with a green check mark. Not solved impediments will be marked with a white cross on red background.

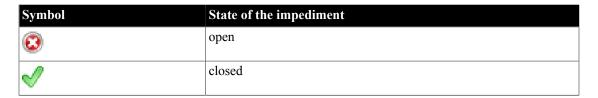


Table 1.3. Impediment symbols

The default title of the impediments can be changed in the option settings dialog in the tab **Default values**. The title of newly created impediments is the default value. The title of an impediment must not be unique in contrast to the topic of a backlog item or the title of a task. No number will be automatically appended to the title of an impediment.

1.8. Releases

You can specify in the releases view the releases you want to deliver. You can assign releases to backlog items and sprints.

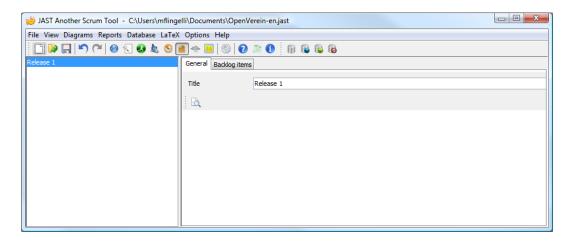


Figure 1.10. Release management

If you choose the tab **Backlog items** all backlog items including their tasks will be displayed in the table (see Figure 1.11, "Backlog items").

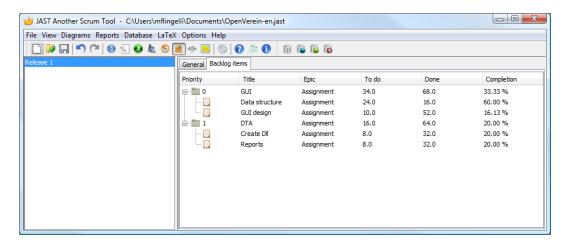


Figure 1.11. Backlog items

1.9. Import/Export OpenOffice

You can export the product backlog to an OpenOffice document and you can import a product backlog from it. If you want to use the import method the OpenOffice document must fulfill the following requirements:

- The product backlog must be in the first table of the document.
- The backlog items or tasks are listed from row 2 on. The first row contains the optional description of the colums
- The items must be listed continously from row 2 to row n.
- The table must have the following structure:
 - Column A: Priority (optional).
 - Column B: Topic of the backlog item (mandatory).
 - Column C: Title of the task (optional).
 - Column D: First name of the team member (optional).
 - Column E: Surname of the team member (optional, if a value is set in column D this column must be set, too).

- Column F: Estimation of the task (optional).
- Column G: Status (optional).
- Column H: Sprint (optional).
- Column I: Begin of the sprint (optional, if the value in column H is set, this column must be set, too).
- Column J: End of the sprint (optional, if the value in column H is set, this column must be set, too).
- Column K: Description of the backlog item. The description of a backlog item occurs on its first appearance (optional).
- Column L: Description of a task (optional).
- Column M: Acceptance of a backlog item. The acceptance must occur on the first appearance of the backlog item (optional).
- Column N: Requirements of the backlog item. The requirements must occur on the first appearance of the backlog item (optional).
- Column O: Name of the epic. The epic must occur on the first appearance of the backlog iem (optional).

Chapter 2. Sprint management

symbol in the tool bar. If there is a sprint in this view, the current sprint will be selected. If currently no sprint takes places the first sprint in the list will be selected. The current sprint is emphasized (bold and italic). You can insert new sprints by opening the context menu with the right mouse button. The default name of the new sprint can be changed in the option settings in the tab **Default values**. And in addition you can set the default sprint duration.

If you insert a sprint you must set its title, the start and the end date. The title must at least consists of one character and it must be unique. There can't exist two sprints with the same name.

If you rename a sprint the assignment of a task to the sprint is not be concerned. The task will be automatically updated. If you delete a sprint all tasks that were related to this sprint have then no sprint assignment anymore.

The periods of the sprints can't overlap. A sprint can start if the previous sprint has ended. It is not possible to plan a sprint, that begin at that day another sprint ends on it.

In the tab **No working days** the sprints will be displayed in yellow background color. The current sprint will be displayed cyan. If the current day is a day of the sprint, a non working day, a moveable feast or a feast it will be displayed in green.

You can insert non working days by selecting the day or the days und then select in the context menu the item Add non working day (see Figure 2.1, "Non working days"). If you want to delete a non working day select in the context menu the item Remove non working day. You can only delete the non working days of the selected sprint in the left sprint list. In the calendar view of the non working days you can also plan a sprint. The sprint must begin and end in the same month for this case. You have to select the days in the calendar view and choose the item Add sprint in the context menu. In the appearing dialog (see Figure 3.3, "Insert a sprint") you have to insert the name and confirm with Ok.

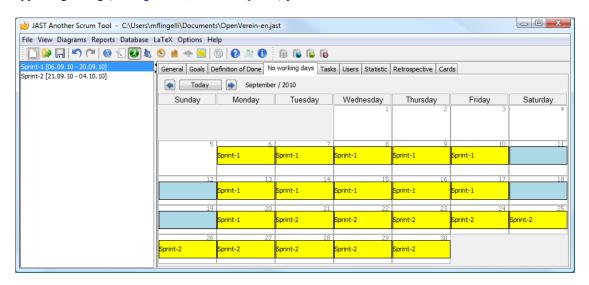


Figure 2.1. Non working days

In the tab **Goals** you can insert the sprint goals the team and product owner agree upon the sprint planning meeting. In the tab **Definition of Done** you can insert the acceptance criteria of the tasks. The tab **Retrospective** is considered for saving the result of the sprint retrospective at the sprint end.

In the tab **Tasks** all tasks of the sprint are listed. You can filter the entries, by clicking with the right mouse button on the table caption.

In the tab **Statistic** you see a table with the members and their working units. The working units that are not assigned to a team member are summed up the imaginary user –.

In the tab Cards you can create pinboard cards of the sprint. This cards will be saved as a PDF file. Each side contains up to two tasks. On the front side the topic of the backlog item, the title of the task, the name of the member and the estimation will be printed. On the back side the task description will be printed. If you choose the option Create cards optimized for double sided print four tasks will be printed per page. If you choose the option Create new site per backlog item for each backlog item a new site will be used.

Note

Pinboard card can only be created if the sprint contains at least one task.

2.1. Time recording

You can manage the working units in the tab **Users**. First you have to select the member. In the upper table all tasks of the member will be displayed. Then you have to select the task and in the lower table you can insert the working unit for the selected task. In the column **To do** you insert the estimated remaining effort. In the column **Done** you insert the actually done effort. You can only insert values for past and the current date. The column **Planned** shows the aggregated effort of the user for that day.

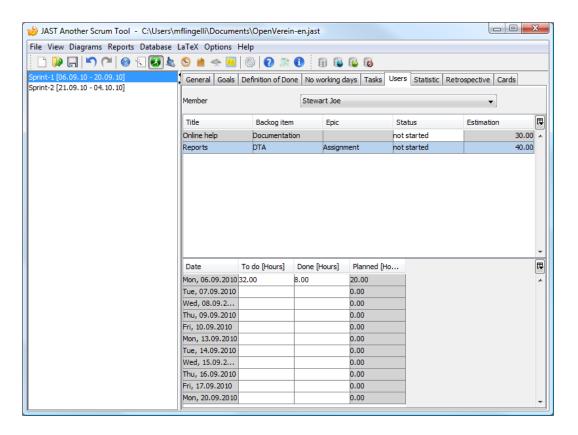


Figure 2.2. Time recording

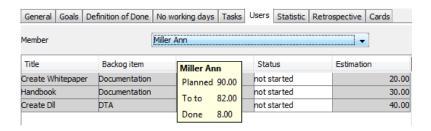


Figure 2.3. Tool tip of the working time of a member

You can insert the working units of the sprint. If you assign the task to another sprit the previous inputs are visible in the product backlog view. Choose in the menu bar the menu **View** \rightarrow **Product backlog** and choose in the tree view the task. In the tab **Working date** the table contains the working units of the task.

If you move the mouse pointer to the choice box you can see a tool tip. The tool tip contains the planned times of the member (see Figure 2.3, "Tool tip of the working time of a member"). If you execute a double click to a task you will change to the product backlog view and the task is selected.

Note

In the choice box only team members will be displayed that have assignments to tasks in the selected sprint.

Chapter 3. Planning

You can plan with JAST sprints and other appointments. The planning of the appointments can be done via **Planning** or the the tool bar . The appointments will be displayed as Gantt chart or in a weekly view (for example Figure 3.1, "Planning an appointment").

3.1. Gannt view

In the Gantt view you can choose between the time units **Hour**, **Day**, **Week**, **Month** and **Year**. If you choose the option **Show sprint backlog items** all tasks of the sprints will be displayed. If working units weren't tracked for the task the task duration is equals to the sprint duration. If you have tracked working units for the task the start date is the date of the first tracked working unit. The end date is the date of the last tracked working unit.

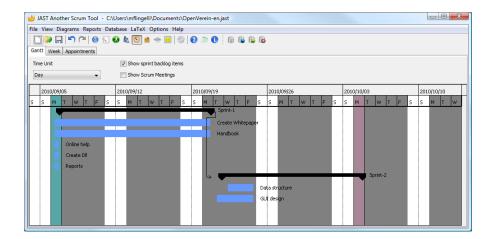


Figure 3.1. Planning an appointment

You can insert appointmens by clicking with the right mouse button in the calendar view. If you choose the menu item **Add** appointment in the context menu a dialog will open (see Figure 3.2, "Insert an appointment").

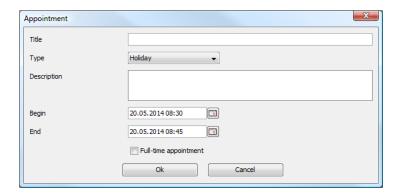


Figure 3.2. Insert an appointment

You have to insert a title of the appointment, the beginning and the ending date. In the choice box **Type** you can choose between **Holiday**, **Qualification**, **Business** trip, **Private**, **Other**, **Sprint**

planning 1, Sprint planning 2, Sprint review, Sprint retrospective and Daily Scrum. The description of the appointments is optional. If you insert a description it will be displayed as tool tip in the week overview.

If you choose the option **Full-time appointment** the time will be set automatically. The begin will be 00:00 and the end 23:59.

Note

If you insert the beginning date of an appointment and the option **Full-time appointment** is set, the ending date will be automatically set to the beginning date. This only works if the input field of the end date is empty.

In the Gantt chart non working days like Saturdays and Sundays will be displayed (see Section 5.1.5, "Planning").

Note

If the title of the new appointment is empty and you change the type the type will be set as title.

3.1.1. Sprints

You can insert, delete and edit sprints in the Gantt view. If you are editing a sprint you only can change the title and the beginning and ending date (see Figure 3.3, "Insert a sprint"). If you have selected the option Mark Saturdays and Sundays as non working days all Saturdays and Sundays in the sprint will be marked as non working days. All other settings of a sprint can be changed in the sprint view.

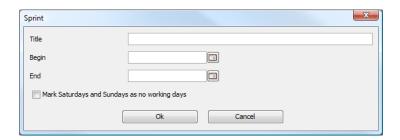


Figure 3.3. Insert a sprint

3.2. Weekly overview

The Figure 3.4, "Weekly overview" shows the weekly view of the appointments. With the arrow buttons at the top of the panel you can navigate weekly. You can insert a new appointment by selecting the range of time in the calendar and click the right mouse button and choose the menu item **Add appointment**. In the appearing dialog you can insert the title, the type, the description and the beginning and ending date.

All appointments in the view can be changed by moving it with the mouse. Appointments that last more than one day and feasts can not be moved by the mouse. If you want to change feasts you have to open **Options** \rightarrow **Settings** and select the tab **Feasts**. The color of the appointments can be changed via the options dialog, too.

Note

In this view the non working days won't be displayed. The weekly view is considered as help for planning the sprint meetings and other meetings.

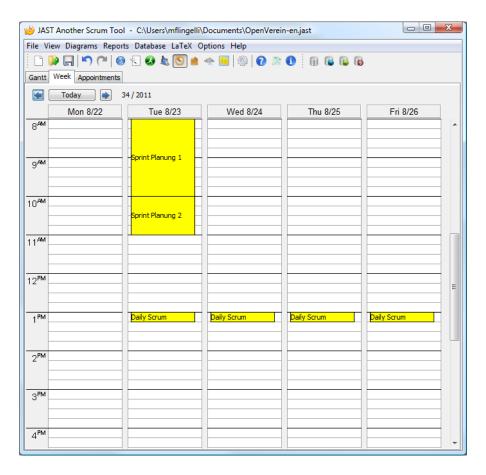


Figure 3.4. Weekly overview

Note

You can set the begin of the week in the options dialog (siehe Section 5.1.5, "Planning").

3.3. Table of appointments

All appointments are listed in the table of the appointments (see Figure 3.5, "Appointment view").

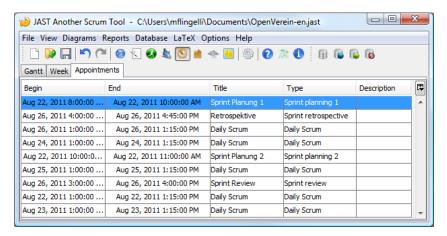


Figure 3.5. Appointment view

Chapter 4. Diagrams

If a product is open you can view different diagrams. You have the possiblity to print the shown diagrams or save them as image files.

4.1. Product burndown chart

The product burn down chart (see Figure 4.1, "Product burndown chart") shows the remaining effort of the backlog. The bars represent the estimated and in the sprint done effort. The solid line shows the ideal trend of the remaining effort. The calculation of the ideal effort is the initial effort divided by the count of the sprints. The duration of the sprint isn't considered here.

The gray dashed line shows the sum of the estimated task durations. The value from sprint 1 is the sum of sprint 1 to sprint 17. The sum in sprint 2 is the sum of sprint 2 to sprint 17 and so on.

The dark gray dashed line shows the expected trend from the current sprint on. It is expected that the tasks from the current sprint will be done completly. The expected velocity is calculated from the velocity from the past sprints. In this line the sprint duration will be considered. The line is only significant if the team size remains equally.

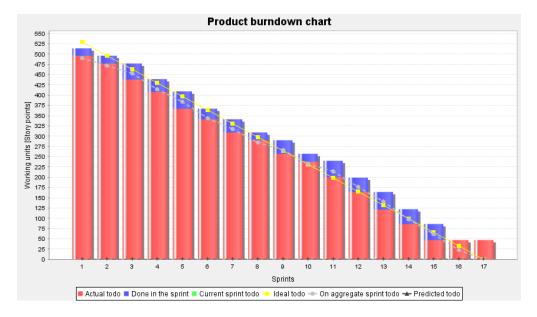


Figure 4.1. Product burndown chart

N Hint

If you name sprints in the form **x-y** only the part before the dash will be shown. For example **Sprint-1** results in **1**.

4.2. Sprint burndown chart

The sprint burn down chart shows the remaining effort in the sprint. The blue line represents the ideal trend. The red bars represents the actual effort. Days that are non working days won't be displayed in the diagram.

If you don't track the working times as descriped in Section 2.1, "Time recording" a done task will have no remaining effort on the last day of the sprint.

The Figure 4.2, "Sprint burndown chart" shows that the non working days won't be displayed (1st to 3rd March).

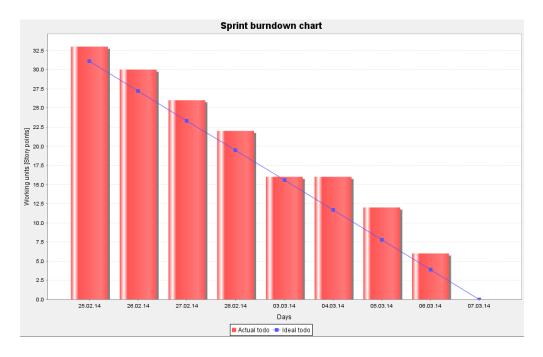


Figure 4.2. Sprint burndown chart

4.3. Diagram of costs

The diagram of the costs shows the actual costs per sprint of the members as stacked bar chart.

4.4. Sprint overview

The overview as Gantt chart shows the continious trend of the sprints. The green bar shows the state of completion in percent.

4.5. Sprint velocity

This line diagram shows the sprint velocity of the past sprint, the average sprint velocity and the normalized sprint velocity. The normalized sprint velocity is calculated by the sprint velocity divided by the duration of the sprint in days. This normalization allows a better comparison of sprints that have different durations. This diagram is only significant if the working time of the member will be tracked (see Section 2.1, "Time recording").

The diagram shows only the past sprints and the current sprint.

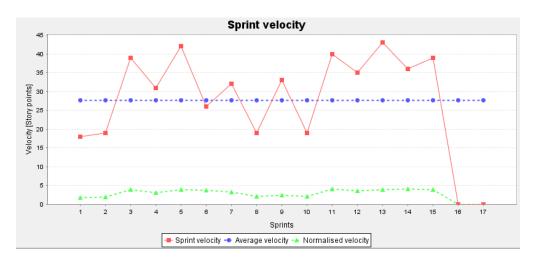


Figure 4.3. Sprint velocity

4.6. Member velocity

The line diagram shows the velocity of each member and the average velocity of all sprints, the single sprints and the normalized sprints. The three average values are dashed. This diagram is only significant if the working time of the member will be tracked (see Section 2.1, "Time recording").

The diagram of the member velocity considers only the past sprints and the current sprint.

4.7. Epic diagram

The pie chart shows the original todo and done durations or function points of the epics. Epics that have an estimation of 0 won't be considered in the chart.

Chapter 5. Options

In the options dialog you can set the values for the log console, the data base, Bugzilla, the planning, the feasts, the default values, the conversions, the spell checker and LaTeX.

If you click the button **Ok** on the dialog the settings will be stored and the dialog will be closed. If you click on the button **Apply** the settings will be stored and the dialog remains open.

Note

You can not undo and redo saved settings.

5.1. Settings

5.1.1. Logs

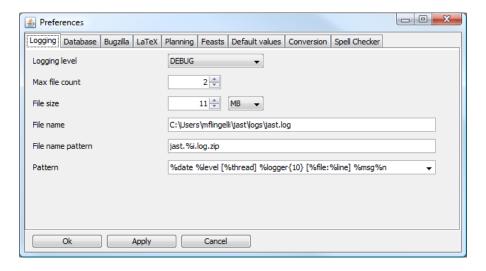


Figure 5.1. Log settings

In the tab **Logging** (Figure 5.1, "Log settings") you can change the following values:

- Logging level: You can choose between the levels ALL, TRACE, DEBUG, ERROR, FATAL, INFO and WARN. If you turn logging to OFF the logging will be deactivated.
- Maximum file count: The maximum number of files the logger should create.
- File size: The maximum size of a log file.
- File name: The file name defines the name of the log file. You can use here a relative path, too.
- File name pattern: If a log file has the size specified in File size the file will be closed and compressed to a ZIP archive. If you want to store more than one file you should use the place holder %i for the running number of the archive file.
- Pattern: In this choice box you can choose between four predefined patterns for the logging.

Note

The log files won't be deleted automatically after terminating or restarting JAST. If you have for example a maximum file count of 10 and the file size specified to 1024 MB, log files will use up to 10 GB (ten files and each has the size of one GB).

The settings of Figure 5.1, "Log settings" will be stored in the file logback.xml. If you use the installed version of JAST the file is located in the sub folder jast/config of the user folder. If you use in contrast the portable version the file logback.xml is located in the sub folder config relative to the start folder of JAST.

The settings will be active since version 0.3.1 immediately in the file and console logging. A restart of the application isn't necessary anymore.

5.1.2. Data base

In oder to connect to the data base you have to set the following values (Figure 5.2, "Database settings").

- Driver: You specify the driver for the data base, for example com.mysql.jdbc.Driver for a MySQL data base.
- Dialect: The dialect you are choosing here should fit the data base driver (for a MySQL data base in version 5 for example org.hibernate.dialect.MySQL5Dialect).
- URL: You have to specify where the data base is available for example jdbc:mysql://local-host/db.
- User: User of the data base that is used to login in.
- Password: The password of the user. This password will be stored as clear text in the file database.properties.
- Pool size: The pool size has by default the value 2.
- Data Definition Language: If you store a product for the first time to the data base and all data base tables aren't created you can choose **create**. In all other cases you should use the option **update**.

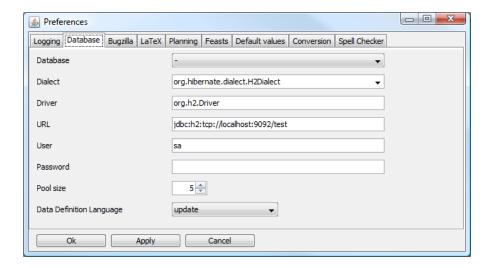


Figure 5.2. Database settings

The data base settings will be stored in the file database.properties in the configuration folder.

5.1.3. Bugzilla

You can use JAST with Bugzilla Version 3 (see Figure 5.3, "Bugzilla settings").

- URL: Insert the URL of the Bugzilla server.
- Login name: You insert here the login name of the Bugzilla user.

- Password: The password of the Bugzilla user.
- Product name: The name of the product in Bugzilla.

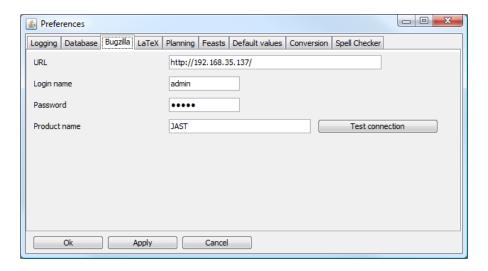


Figure 5.3. Bugzilla settings

The Bugzilla settings will be stored in the file bugzilla.xml in the configuration folder.

5.1.4. LaTeX

You can choose whether a TeX or a PDF file should be created. PDF files will be generated with the application pdflatex. If you want to create PDF files directly you have to insert the path to the application pdflatex. You can insert the file path relatively.

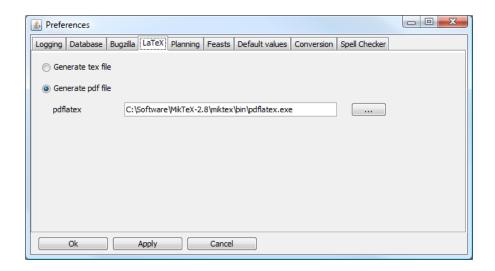


Figure 5.4. LaTeX settings

5.1.5. Planning

In the tab **Planning** you can set the values that are used in the planning view (see Figure 5.5, "Planning settings"). The following settings have only effect to the weekly view (see Section 3.2, "Weekly overview").

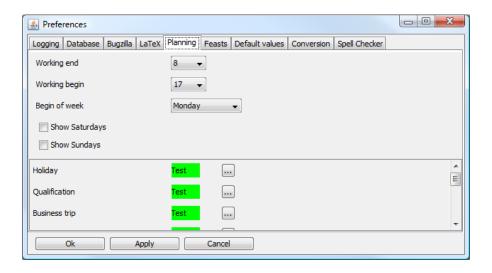


Figure 5.5. Planning settings

- Work begin: Insert the hour on which the work begins (default: 08:00).
- Working end: Insert the hour on which the work ends (default: 17:00)
- Begin of week: You can choose the first day of the week. You can choose between Sunday and Monday. This settings has only an effect to the week overview (see Section 3.2, "Weekly overview").
- Show Saturdays: If you have chosen this option the Saturday will be displayed in the week overview.
- Show Sundays: If you have chosen this option the Sunday will be displayed in the week overview.

You can change the background color of the appointments. The colors are used in the Gantt view (see Section 3.1, "Gannt view") and in the week overview. The Scrum appointments will have by default a yellow background and other appointments a green background.

The configuration of the planning settings will be stored in the file planning.xml in the configuration folder.

5.1.6. Feasts

You can insert feats (see Figure 5.6, "Feasts") that should be displayed in the calendar of the non working days (see Figure 2.1, "Non working days") and in the week overview of the appointments (see Figure 3.4, "Weekly overview"). The feasts are displayed if you have selected them in the column **Show**. At the end of the table the movable feats will be listed. You haven't the possiblity to insert movable feasts. You can only insert feasts that take place yearly.

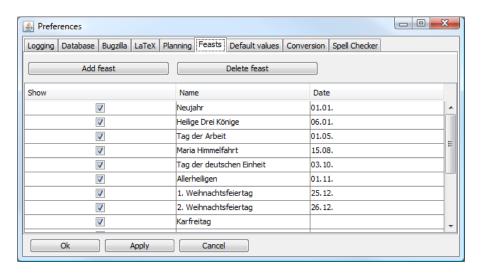


Figure 5.6. Feasts

The feasts will be stored in the configuration folder in the file feasts.xml.

5.1.7. Default values

In this panel you can insert the following default values:

- Name of the product
- Title of the epics
- Topic of the backlog items
- Title of the tasks
- Title of the sprints
- Title of the impediments
- Sprint duration in days
- Maximum priority

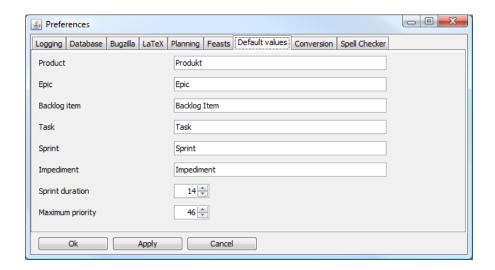


Figure 5.7. Default values

Note

The value for **Sprint duration** has to be an integer greater than zero. The value for **Maximum priority** has to be an integer (zero or greater than zero).

If you open a project with priorities that are greater than the value in the field **Maximum priority** the maximum priority in the defaults tab will be ingnored.

The default values are stored in the configuration folder in the file presetting.xml.

5.1.8. Conversion

In this panel you can change the default values for the conversion of the time units. All values are in relation to hours.

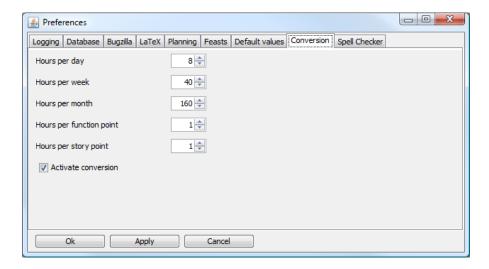


Figure 5.8. Conversion of the time units

The automatic conversion is deactivated by default. You can turn it on by selecting the option **Activate conversion**.

The configuration of the conversions will be stored in the file conversion.xml in the configuration folder.

5.1.9. Spell checker

You can choose the language of the spell checker in this panel. You can also specify the following settings:

- Ignoring words which consist only of upper case literals.
- Ingnoring words which contain digits.
- Ignoring the lower and upper case.

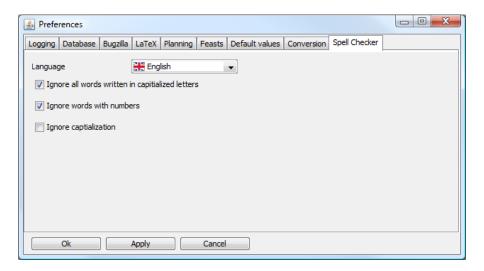


Figure 5.9. Spell checker settings

The configuration of the spell checker will be stored in the file spellchecker.xml in the configuration folder.

5.2. Log console

If you choose in the menu bar $Options \rightarrow Log$ console you can see the current logging items. If you select the button Clear the content of the logging console will be deleted.

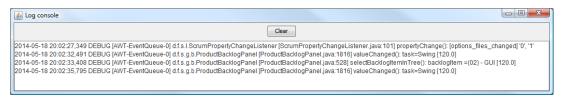


Figure 5.10. Log console

If you select the text in the logging console you can copy it by pressing the short cut **Ctrl+C** to the clipboard. Then you can insert it in other applications. If you find bugs in JAST it is easier for me to find them if you give me the log file or the extract from the logging console.

In addition to the ouput in the logging console the output will be logged in a file. The maximum count of the log files, their size and the folder of the log files can be specified in the tab **Logging** in the dialog settings dialog (see Section 5.1.1, "Logs").

Note

The logging console shows only the latest output and its output is limited to 64 KB.

Important

Log entries which results from data base access via Hibernate are shown from log leven **WARN** and higher. You can't change this setting via the GUI.

5.3. Language

You can use the languages German and English. Since version 1.3 the English versions of the manual and the help are integrated in JAST.

Note

If you change the language this won't have any effect to the language of the spell checker. This setting can be changed in the tab **Spell checker** (see Section 5.1.9, "Spell checker").

Chapter 6. Report

JAST can create reports. The layout of this reports is stored in XML files. You can edit this files with iReport [http://jasperforge.org/projects/ireport].

With iReport you have access to the data in the XML files or in the data base.

- Product backlog report: This report lists all tasks of all backlog items.
- Sprint estimation report: This reports shows all tasks of the sprint. Each task lists the estimated time, the actually needed time and the differenc. If the percentage value of the difference is negative less time was need than estimated.

Important

In this reports there will be no replacement of any characters (Section A.3, "Replacement of characters in LaTeX reports").

Chapter 7. LaTeX

JAST (version 0.7 or higher) is able to export reports to LaTeX. The generated reports use the KOMA script and TikZ. If you want to generate PDF files out of LaTeX files in Windows you can use MikTex. If you use Linux you can use TeX Live:

- MikTeX: http://miktex.org/
- TeX Live: http://www.tug.org/texlive/

The dialog from Figure 7.1, "LaTeX settings" shows the settings for the document class, language, paper size and if you want to use one or double sided print.

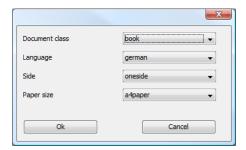


Figure 7.1. LaTeX settings

If you generate a LaTeX report special characters will be replaced. The list is shown in Section A.3, "Replacement of characters in LaTeX reports". You can begin an itemization with an asterisk (*). The asterisk must be the first character in the line or only blanks or tabs are in front of the asterisk. The second level of itemization starts with a plus (+). The third level starts with a tilde (~).

If you insert the text from Figure 7.2, "Itemization" the LaTeX code from Figure 7.3, "Itemization in LaTeX" will be generated.

Figure 7.2. Itemization

```
\begin{itemize}
\item Item 1
\begin{itemize}
\item Item 1.1
\begin{itemize}
\item Item 1.1.1
\item Item 1.1.2
\end{itemize}
\item Item 1.2
\end{itemize}
\item Item 2
\end{itemize}
```

Figure 7.3. Itemization in LaTeX

7.1. Requirement document

A requirement document lists all backlog items and their requirements. In the introduction chapter information about the team und the description of the project will be provided.

7.2. Sprint reports

This report lists the description of the project and the following items of a sprint (if available):

- · Sprint burndown chart
- Description of the sprint
- · Goals of the sprint
- · Definition of done
- Retrospective
- · Sprint backlog
- Table with the sprint velocities

Note

If you generate a sprint report the title of the sprint will be suggested as file name.

Chapter 8. Data base

JAST supports at the moment the following data base management systems:

- H2 [http://www.h2database.com/html/main.html],
- HSQLDB [http://hsqldb.org/],
- MySQL [http://www.mysql.com/] and
- PostgreSQL [http://www.postgresql.org/].

8.1. Create tables

In order to use the data base interface you have to set up the data base. If you have access to a data base JAST can initially set up the necessary tables. JAST can also create a scheme file for the data base management system (**Database** \rightarrow **Schema generation**). This file can be imported by the data base management application. You can only import the schema or execute data base actions if you have the necessary rights.

8.2. Data base operations

- Download: A dialog will open in which you can choose the product.
- Update: If the product isn't in the data base the product will be stored in the data base. If the data base exists already in the data base only the changed items will be updated. If you have deleted items from the product backlog the erasure won't be performed to the data base. In this case you have to store the product to the data base. A product is identified in the data base by its identifier (ID) and the chosen title. If you change the title and press **Update** the product will be stored with its new name in the data base.
- Store: If you execute this command the product will be stored to the data base. If the data base has already existed in the data base it will be overwritten.
- Remove: A dialog will appear and you can choose the data base you want to delete.
- Schema generation: You can generate the schema file of the data definition language (DDL) of the
 corresponding data base management system. If you have no rights on the data base you can give the
 generated file to your data base administrator and ask him to import the file in the data base. And then
 the necessary tables will be available and you can use the data base with JAST.

8.3. Restrictions

String that are stored in the data base are limited to a maximum of 255 characters. Only the following strings are limited up to 65.536 characters:

- Product: Description.
- Backlog item: Description, requirement and acceptance.
- · Task: Description.
- Sprint: Description, goals, definition of done and retrospective.
- · Impediment: Description.
- · Appointments: Description.

8.4. Configure data bases

8.4.1. H2

In the folder lib the file h2-1.3.174.jar is located. You can start the H2 data base with the following command:

```
java -jar h2-1.3.174.jar
```

If users from other systems should have access to the data base you can use the following command:

```
java -jar h2-1.3.174.jar -tcp -tcpAllowOthers
```

You have to insert the following command if you want to use the TCP port 51729.

```
java -jar h2-1.3.174.jar -tcp -tcpPort 51729 -tcpAllowOthers
```

Further information to the H2 data base are given on the homepage H2 Tutorial [http://www.h2database.com/html/tutorial.html].

Important

You have to use Java 1.7 or lower. The file h2-1.3.174 cannot be started with Java 1.8 or higher.

8.4.2. MySQL

With the following commands you can create a data base **JAST** and grant the user **root** on the system 192.168.1.41 all rights. The user **root** uses the password **password**:

```
CREATE database JAST;
GRANT ALL PRIVILEGES ON JAST.* to root@192.168.1.41
  identified by 'password';
```

Chapter 9. Bugzilla

If you have finished the settings for Bugzilla, you can see all entries to the product by selecting **Options** \rightarrow **Bugzilla**. To each entry the summary, the component, the status, the assignee, the severtiy and the date of the last change will be shown. The access to the entry is read-only. Therefore you can't change any value of the entry.

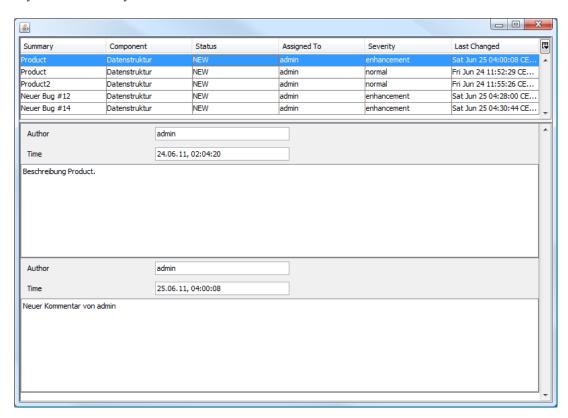


Figure 9.1. Bugzilla

You can put a filter to the table by clicking with the right mouse button on the column caption.

Appendix A. Appendix

A.1. Short cuts

Short cut	Tool bar	Description	
Alt+D		Load product form the data base	
Alt+U		Update product in the data base	
Ctrl+N		Create new project in the data base	
Ctrl+O		Open project	
Ctrl+S	H	Save project (as)	
Ctrl+Z	5	Undo	
Ctrl+Y	C	Redo	
+		Increase the priority of a backlog item by 1	
-		Decrease the priority of a backlog item by 1	
Alt++		Collapse all nodes which backlog items are not worked on	
Ctrl++		Collapse all nodes	
Ctrl+-		Retract all nodes of the product backlog	
Ctrl+C		Copy backlog item or task	
Ctrl+V		Insert backlog item or task	
Ins		Create entry in the product backlog	
Del		Delete entry from the product backlog	
F1	0	Show help	
F2		Edit entry in the product backlog	
F5		Update view	
F7		Spell checking	
Pos1		Select node product in the product backlog	
End		Select last node in the product backlog	

Table A.1. Short cuts

A.2. Tips and tricks

A.2.1. Window is not in the visible area

If the main window or another window is out of the visible area you should close the application. Open the file options.xml and change the values of the variables topLeftX and topLeftY to positive numbers. The file options.xml is in the portable version in the subdirectory config and in the installed version in the user directory of the current user in the subdirectory jast.

Figure A.1. Extract from the options file

The Figure A.1, "Extract from the options file" shows the settings of the main window.

A.2.2. Desktop link on Windows

If you use the portable version of JAST for Windows and you want to create a link to the desktop the path to the executable must be set in the link. If the link isn't set the configuration and translation files won't be found.

A.3. Replacement of characters in LaTeX reports

The following table shows which characters in the text will be replaced when a LaTeX report will be generated.

Original character	Replacement
-	
ппп	\glqq \grqq or \glqq \glqq
&	\&
->	\rightarrow
<-	←
<->	\leftrightarrow
'test.xml'	\verb test.xml
	\hline
<pre>'public int sum(int n) { if (n <= 0) { return n; } else { return n + sum(n-1); } }'</pre>	<pre>\begin{lstlisting} public int sum(int n) { if (n <= 0) { return n; } else { return n + sum(n-1); } } \end{lstlisting}</pre>
<pre>public int sum(int n) { if (n <= 0) {</pre>	<pre>\begin{lstlisting} public int sum(int n) {</pre>

Original character	Replacement
<pre>return n; } else { return n + sum(n-1); } }`</pre>	<pre>if (n <= 0) { return n; } else { return n + sum(n-1); } } \end{lstlisting}</pre>
important	\textbf{important}
* Item 1	<pre>\begin{itemize} \item Item 1 \end{itemize}</pre>
+ Item 1.1	<pre>\begin{itemize} \item Item 1.1. \end{itemize}</pre>
~ Item 1.1.1	<pre>\begin{itemize} \item Item 1.1.1 \end{itemize}</pre>

Table A.2. Replacement of characters in LaTeX reports

Important

In the source code environment no replacments will be execurted.

Note

In advanced input fields the input will be converted to HTML and displayed as HTML.

A.3.1. Tables

Tables can be coded with the pipe symbol (+) in JAST. In the table you can use the markup for bold text and program code. The program code can't contain any line breaks.

Note

You can't use tables in itemization environments and in tables itemizations aren't allowed, too.

Example A.1. Table with two columns

The following source code will be converted to a table of the type longtable in LaTeX.

```
|Column1|Column2|
|Value1 |Value2 |
```

```
Table as LaTeX code:

\begin{longtable}{||||||}
\hline
Column1 & Column2\\hline
\hline
\endhead
Value1 & Value2\\hline
\end{longtable}
```

By default the value of a column will be left aligned. You can change the alignment if you set the alignment explicitly. The alignment is valid until in another row a new alignment will be chosen. The string --- leads to left aligned text, :---: to centered text and ---: to right aligned text.

Example A.2. Alignment of columns in tables

 $\mbox{multicolumn}{1}{|1|}{6}\\\hline$

The following source code aligns the columns. In the first column the values Column 1 and 1 will be left aligned and 4 will be centered. In the second column the values Column 2 and 2 will be centered and the value 5 will be right aligned. In the third column the values Column 3 and 3 will be right aligned and 6 will be left aligned.

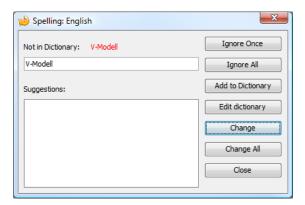
```
|:---:
 |Column 1|Column 2|Column 3|
 11
                                                                       |2
                                                                                                                                                  | 3
  |:---:
                                                                          |---:
                                                                                                                                                    |---
 | 4
                                                                        | 5
                                                                                                                                                  | 6
Table as LaTeX code:
\begin{longtable}{|l|c|r|}
 \hline
 \mathcal{1}_{1}_{1}\
                \mathcal{1}_{|r|}_{\text{Column 3}}\
 \hline
 \endhead
\mathbb{1}_{|1|}_{1} & \mathbb{1}_{|c|}_{2} & \mathbb{1}
               \mbox{multicolumn}{1}{|r|}{3}\\\hline
\mathbb{1}_{|c|}{4} & \mathbb{1}_{|r|}{5} & \mathbb{1}_{|r|}{5}
```

A.4. Spell checker

\end{longtable}

JAST provides a spell checker for the languages English and German. The spell checker is integrated in multi-line textfields. When you press the key **F7** or open the context menu the spell checker dialog appears.

If you choose **English** in the menu **Options** → **Languages** the English spell checking will start.



All words that are unknown to the system can be added. For each language a user defined dictionary file will be created. This file is in the portable version stored in the subfolder <code>config</code>. The user defined dictionary file is called <code>UserDictionary_en.txt</code> in the English version. You can edit this file with a text editor if necessary.