**JIRA**

**Summary**

The SOM Information Technology Department provides a variety of project collaboration tools available to members of the SOM community. To date, our ecosystem includes the Atlassian collaboration suite, including JIRA, Confluence, and GIThub. JIRA has a product and project management structure that will allow you to manage a project in logical segments, and we are able to help you report on either planned or actual time using Tempo. We use Confluence for project-related “artifacts” such as Requirements, Meeting Notes, Team roles, and other project-related documentation.

**Features**

- Kanban boards
- Dashboards, including a list of Current Projects for SOM IT and Communications Departments
- Grouping the work into buckets called Epics
- Releasing projects/products aligned with Epics
- Tasks and Time reporting (Tempo)
- Integrates with Slack team chat and chatroom technology. A JIRA project may be integrated to “push” ticket alerts to a dedicated Slack channel.

**Who can use it?**

Anyone affiliated with the SOM community working on projects or interested in project management support from either SOM IT or Communications Department. This includes, SOM Faculty, Staff, and Students participating in projects sponsored by SOM Faculty & Staff.

**How much does it cost?**

This service is available at no charge to the Yale School of Management community.

**How do I get it?**

Typically, your hiring manager requests access for you during the onboarding process. Otherwise, to request access or configuration assistance on any of our Atlassian suite of products, please email a Request to SOM IT.

**Related Policy and Procedures**

- All users of Yale University computing and networking facilities are expected to read and abide by the Information Technology Appropriate Use Policy. For additional information, please familiarize yourself with the Policies and Procedures related to HIPAA Security.