

Course Design Document – JIRA

1. About the Document:

This design document specifies all the decisions made about the course up to this time, including:

- Purpose of the course
- Intended outcome of the course
- Audience description
- Delivery method(s)
- What to train
 - High-level outline
 - Detailed lesson outlines
- Objectives of each lesson
- Assessments/exercises for each task

2. Purpose of the Design Document:

The purpose of the design document is to obtain agreement with all stakeholders about the vision and plan for the course. These parties include:

- Internal clients (BU SMEs) and reviewers
- Team members (iLD) working on the course
- External clients, if any

3. Sign-off:

At this point, obtaining a sign-off on the design document is important in ensuring agreement on the plan. Once an agreement is secured from key stakeholders work on developing the course materials can begin.

An approved course design document is required to release a course as an official curriculum

Key stakeholders for Design sign-off

- Designated Leader from BU (for BU-developed courses)
- Head of iLD

Contents of a Design Document

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Purpose of the Course:

JIRA is a tool developed by the Australian Company Atlassian. This software is used for bug tracking, issue tracking, and project management. Associates undergoing this course will learn JIRA from the very beginning, step-by-step from the very fundamentals, all the way to building modern and complex web applications.

Audience Description:

The course is set for all entry-level associates at Intellect. The course is appropriate for associates who begin their career here at Intellect.

Course Objectives:

During this course, the learner will:

- Learn Jira from the very beginning
- Understand step-by-step from the very fundamentals
- Be building modern and complex web applications

Learning Assessment:

There are assessments included as part of the final assessment after the training completion

Instructional Strategies:

This is an instructor-led in-person/virtual course with multiple illustrations. The following methods will be employed at various places in the course:

- Cases are taken as illustrations
- Facilitator-led discussion
- Common illustration discussions

Media:

The course will utilize the following media

- Slide Presentation/Images/platforms to run scripts

Duration:

This course is divided into 7 blocks, taking approximately 7 hours in total.

- Pre-Training Activity: There is no pre-training activity
- Post-Training Activity: There is no pre-training activity

Course Scope:

The course contains 7 lessons. The lesson brief is given below:

Lesson	Topic List	Delivery Method	Duration	Practice check Method	Annexure
1	What is JIRA?	Trainer-led session	30 minutes	NA	NA
2	Agile Intro	Trainer-led session	30 minutes	NA	NA
3	EPIC	Trainer-led session	30 minutes	NA	NA
4	Importance of JIRA	Trainer-led session	30 minutes	NA	NA
5	JIRA Issues and Issues Type	Trainer-led session	30 minutes	NA	NA
6	JIRA Components	Trainer-led session	30 minutes	NA	NA
7	Creating JIRA Example	Trainer-led session	120 minutes	NA	NA

Activities Conducted:

Activity #	Activity	Objective	Duration	Annexure
1	Creating JIRA Example	Hands-on	120 minutes	NA

Development Tools

The course was prepared in PPT and edited with video editing tools.

Ownership

The design and development of the course is by iLD Team - Intellect

Course approved by Dr. Vinay Menon – SVP iLD

Course revision from time to time by Ashok T - VP iLD

Approved facilitator:

Development Time

30 man-days (for course creation and editing as per guidelines)

Support Requirements

The course was developed completely by iLD Team - Intellect

Course Sign-off

Approved by:

Date:

Place:

Annexure

Not applicable