

# **CODING Project Management**

## **Getting Started**

### **Product Documentation**



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# Getting Started

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This document describes how to get started with CODING-PM in classic mode.

## Prerequisites

You must activate the CODING DevOps service for your Tencent Cloud account before you can use Coding project management.

## Initialize the Demo Project

1. Go to CODING and click the Project button



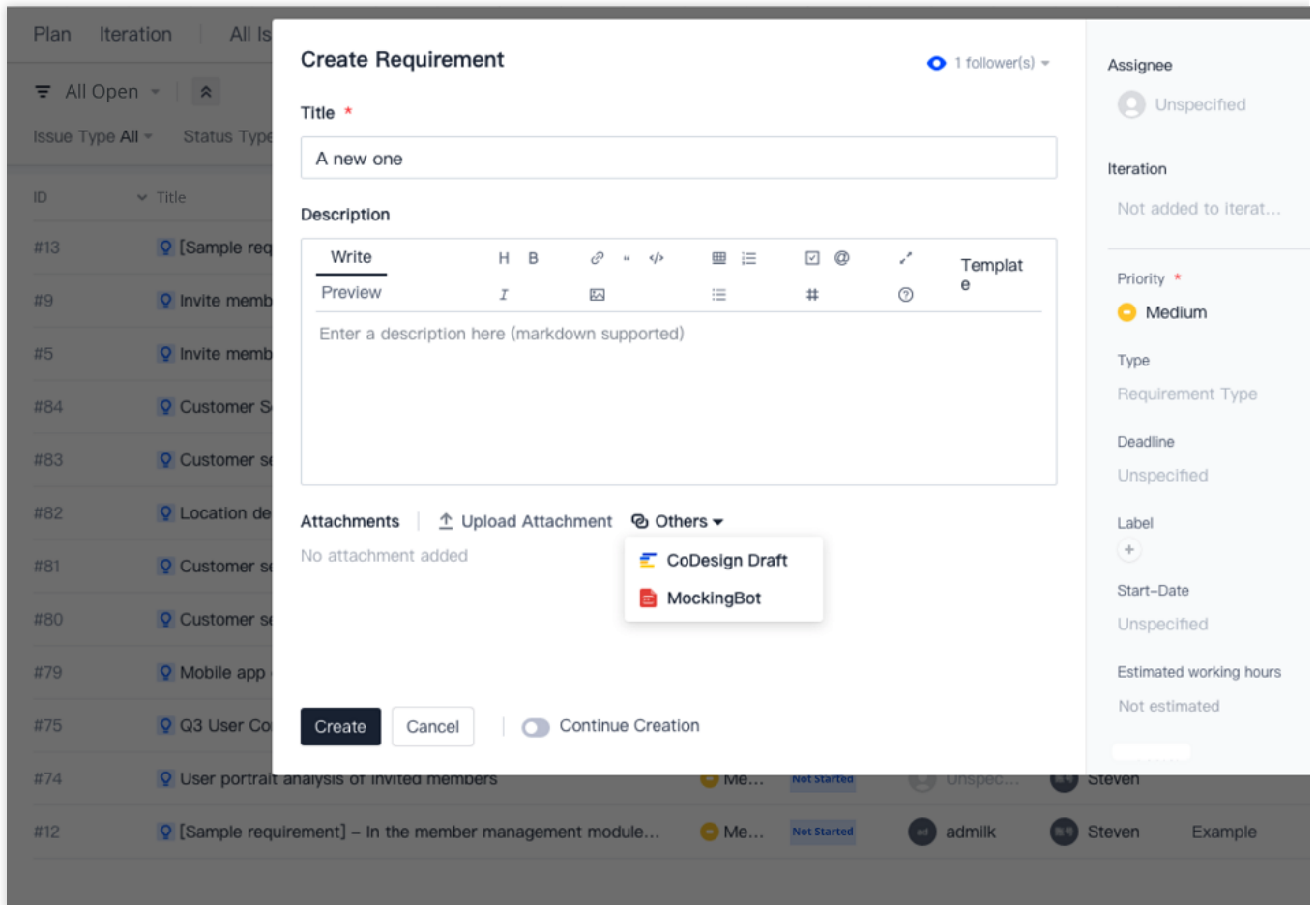
on the left, and then click the Create Project button in the upper-right corner of the project list.

2. Select Create a Demo Project.
3. Click Classic Project Management Demo Project.
4. Enter a project name and identifier, and then create the project.

The following example uses a virtual mall, Feiniao Market, to describe how a team can collaborate using classic project management.

## Create Requirements

To gain a foothold in the competitive red ocean of e-commerce, research on potential user groups is essential. Usually, product managers create requirement documentation for products according to pain points in the market or user feedback. You can create a requirement on the **Requirement** page, and upload attachments or reference external resources (MockingBot Prototype) to easily incorporate ideas at any time. The menu on the right of the requirement details page allows you to adjust the priority, type, and due date of a requirement. You can also specify the estimated time and project progress as needed.



## Coordinate Development Plan

After the requirement research is completed, a requirement pool review meeting is held. After the requirements gathered are discussed and reviewed, the project leader approves the development plan. An **iteration** can serve as the unit of the development plan.

The screenshot displays the 'Iteration' management interface. At the top, there are navigation tabs: 'Plan', 'Iteration' (selected), 'All Issues', 'Requirement', 'Task', and 'Defect'. Below these are filters for 'Status' (Not Started, In Progress), 'Assignee All', 'Iteration Time', 'Start Date To', and 'End Date'. A search bar labeled 'Search Iterations' is also present. The main area shows a table with columns 'Reference ID' and 'Iteration Name', containing entries like '#93 gogogo' and '#3 Example'. A 'Create Iteration' dialog box is open, featuring the following fields:

- Iteration Name \***: Text input with the value 'Make it online'.
- Assignee**: Dropdown menu showing 'Unspecified'.
- Start Time**: Dropdown menu showing 'Unspecified'.
- End Time**: Text input showing 'Unspecified'.
- Iteration Goal**: Text area with the placeholder 'Enter an iteration goal.'

At the bottom of the dialog, there are three buttons: 'Create', 'Create and Plan', and 'Cancel'.

Using this feature, you can split larger plans (including but not limited to development plans) into specific issues (such as requirements and tasks) assigned to specific assignees. All requirements created by the product manager in the early phase can also be seamlessly integrated into the iteration plan.

Plan Iteration   <b>All Issues</b> Requirement Task Defect								
☰ All Open ▾   ⬆								
Issue Type All ▾ Status Type Not started,In Progress ▾ Assignee All ▾ + Filter ▾ <input type="text" value="Title or Descriptor"/>								
ID	Title	Priority	Status	Handler	Founder	Iteration		
#13	[Sample requirement] – Register as a team member by ... <span>🔒 0/1</span>	Cri...	<span>In Development</span>	admilk	Steven	Example		
#9	Invite members to the team by email	High	<span>In Development</span>	Steven	Steven	Example		
#7	[Example defect] – After entering the correct username and pa...	High	<span>In Progress</span>	Steven	Steven	Example		
#5	Invite members	High	<span>Not Started</span>	Steven	Steven	Example		
#95	demand	Me...	<span>Not Started</span>	Unspec...	Steven	Example		
#94	Customer service window design task	Me...	<span>Not Started</span>	Unspec...	Steven			
#89	The product tab page is occasionally lost in the applet	Me...	<span>In Progress</span>	Steven	Steven	Example		
#87	Entry scheme interface development	Me...	<span>Not Started</span>	Unspec...	Steven			
#85	Entry scheme use discussion	Me...	<span>Not Started</span>	Unspec...	Steven			
#84	Customer Service Response Portal Development	Me...	<span>Not Started</span>	Unspec...	Steven	gogogo		
#83	Customer service response entrance design	Me...	<span>Not Started</span>	Unspec...	Steven	Example		
#82	Location design of customer service response entrance	Me...	<span>Not Started</span>	Unspec...	Steven	Example		
#81	Customer service response entrance development style scaffol...	Me...	<span>Not Started</span>	Unspec...	Steven	Example		

Requirements can be broken down into sub-requirements or sub-tasks and associated with bugs and test cases. You can configure other resources required to implement a requirement as a pre-issue, check if a requirement is blocked by another issue, reference other requirements or tasks as resources of this issue, or check which resources have referenced this issue.

#13

### [Sample requirement] – Register as a team member by visiting the invite link

[Edit Description](#) [Upload Attachment](#) [Break Down Requirement](#) [Break Down Task](#) [Associate to De](#)

By visiting the invitation link, the invitee can enter the complete personal information page, fill in the username and pas: The username is allowed to be the same as the existing member username. If the username already exists, a prompt ne If the invitation link has expired, after accessing the link, it will prompt "Invitation link has expired".

Invitation link invalidation conditions:

1. It has been more than 24 hours since the invitation link was generated;
2. Or the invitee has successfully registered through this link.
3. An illegal user name was used for registration.
4. Unable to deliver to the invitee's mailbox.

**Sub-tasks** | +

#95 demand

**Defect** | +

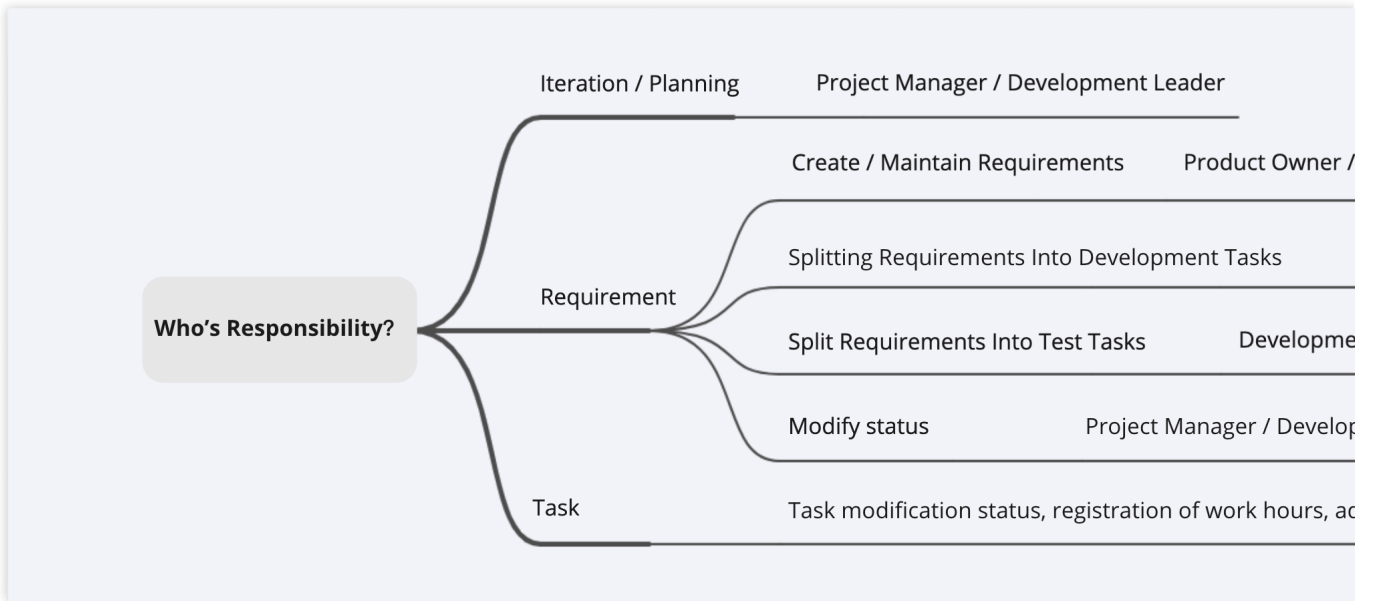
#89 The product tab page is occasionally lost in the applet

**Reference Resources** | +

Referenced By

#5 Invite members

## Assign Development Tasks



In an iteration plan, team members can collaborate by creating issues or accepting issues assigned by others. For example, you can break down a requirement to launch a **customer service entry** into development and test tasks. After the development has been completed, you can continue breaking down the requirement into a promotion task and hand it over to the operations department for marketing campaigns.

The screenshot displays the 'All Issues' view in the Tencent Cloud CODING Project Management system. The interface is divided into two main sections: a list of issues on the left and a detailed view of a selected requirement on the right.

**Issue List (Left Pane):**

ID	标题	优先级	状态
#13	[Sample requirement] – Register as a team member by ...	Cri...	In Progre
#9	Invite members to the team by email	High	In Progre
#7	[Example defect] – After entering the correct username and pa...	High	In Progre
#5	Invite members	High	Not Start
#95	demand	Me...	Not Start
#94	Customer service window design task	Me...	Not Start
#89	The product tab page is occasionally lost in the applet	Me...	In Progre
#87	Entry scheme interface development	Me...	Not Start
#85	Entry scheme use discussion	Me...	Not Start
#84	Customer Service Response Portal Development	Me...	Not Start
#83	Customer service response entrance design	Me...	Not Start
#82	Location design of customer service response entrance	Me...	Not Start
#81	Customer service response entrance development style scaffol...	Me...	Not Start
#80	Customer service entrance planning and name design	Me...	Not Start

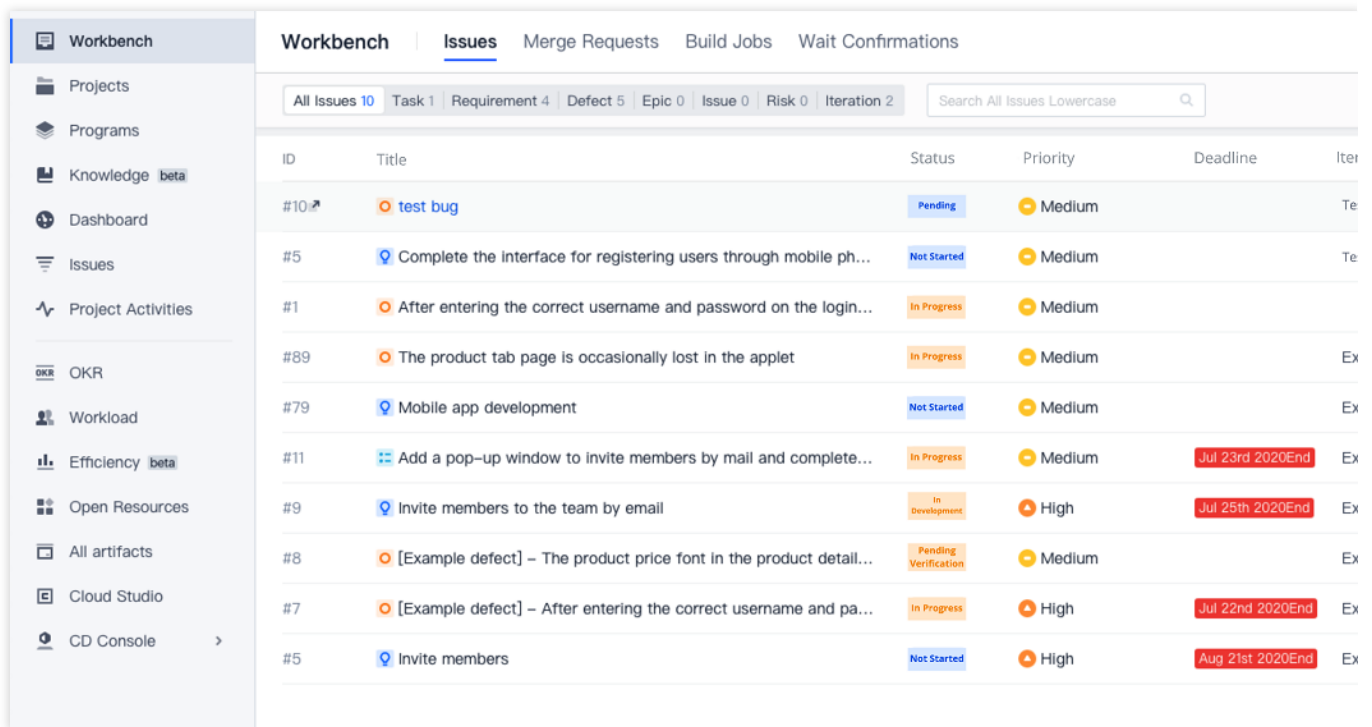
**Requirement Detail View (Right Pane):**

- Issue Title:** [Sample requirement] – Register as a...
- Buttons:** Edit Description, Upload Attachment, Break Down Requirement (highlighted in red).
- Sub-requirements:** A section for creating or associating sub-requirements.
- Sub-tasks:** A section for creating or associating sub-tasks (highlighted in red).
- Defect:** A list of associated defects, including "#89 The product tab page is occasionally lost in the applet".
- Reference Resources:** A list of resources referenced by the issue, including "#5 Invite members".
- Action Log / Worklog:** A section for viewing logs and comments.



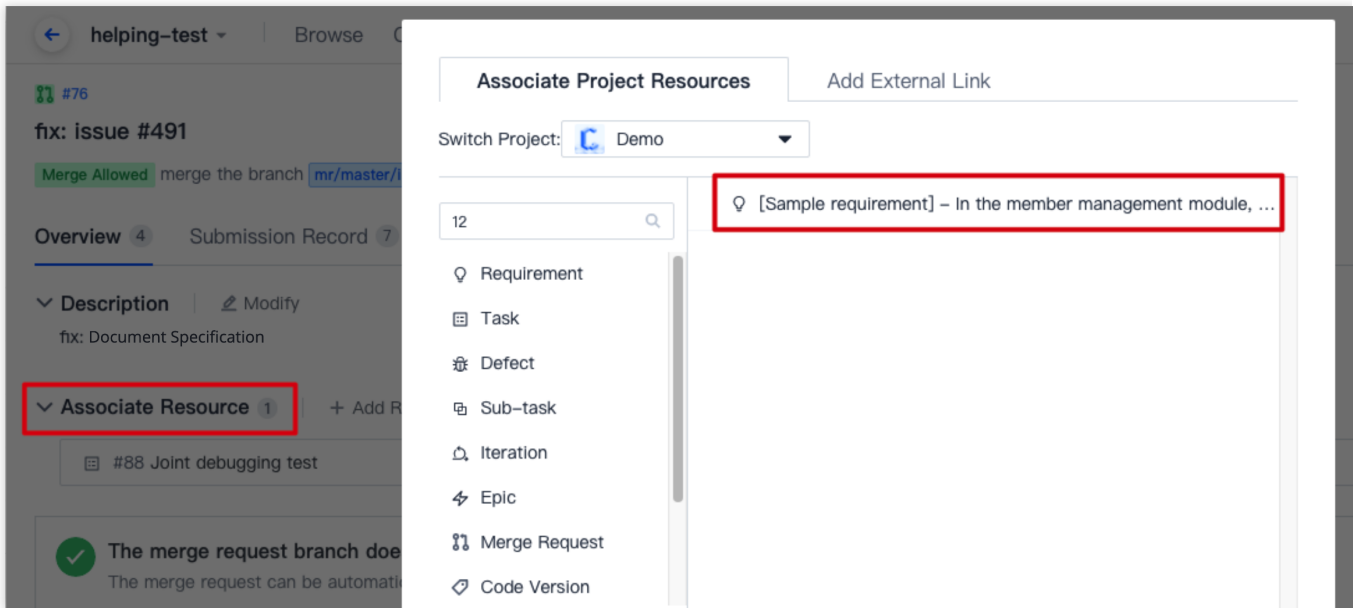
## Implement the Plans

After the various plans have been created and assigned to the specific assignees, in **Workspace > My Issues** on the team homepage, team members can view the issues to be completed, merge requests initiated by them or merge requests to be inspected, build tasks in continuous integration, and continuous deployment release orders to be confirmed.

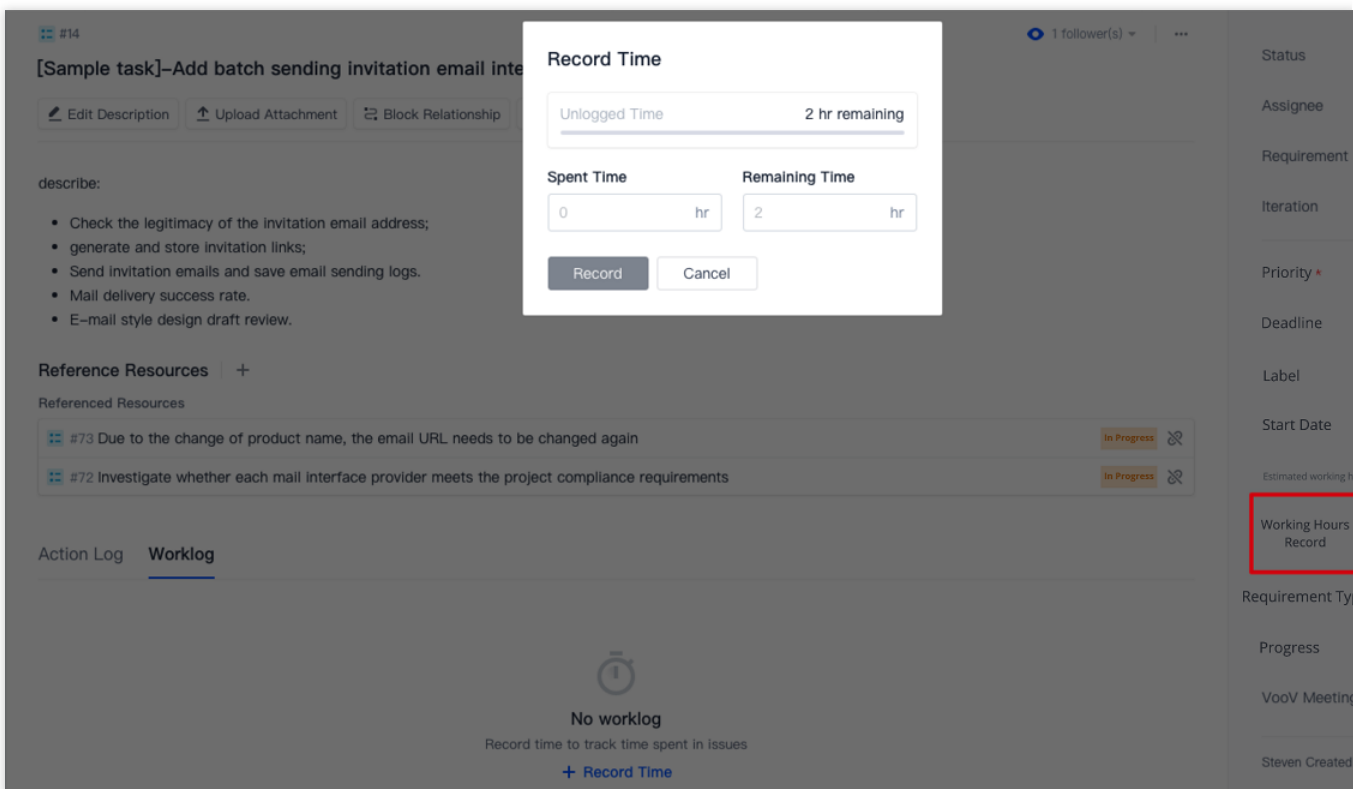


ID	Title	Status	Priority	Deadline	Iter
#10	test bug	Pending	Medium		Te
#5	Complete the interface for registering users through mobile ph...	Not Started	Medium		Te
#1	After entering the correct username and password on the login...	In Progress	Medium		
#89	The product tab page is occasionally lost in the applet	In Progress	Medium		Ex
#79	Mobile app development	Not Started	Medium		Ex
#11	Add a pop-up window to invite members by mail and complete...	In Progress	Medium	Jul 23rd 2020End	Ex
#9	Invite members to the team by email	In Development	High	Jul 25th 2020End	Ex
#8	[Example defect] - The product price font in the product detail...	Pending Verification	Medium		Ex
#7	[Example defect] - After entering the correct username and pa...	In Progress	High	Jul 22nd 2020End	Ex
#5	Invite members	Not Started	High	Aug 21st 2020End	Ex

For a development task, you can also directly reference merge request records in code repositories. For details, see [Reference Resources and Upload Attachments](#). After associating the items, you can see the code commit record and development status in the development task.



In the menu on the right of the issue details page, you can log time by entering the estimated time and time spent on issues. A complete worklog will be automatically created for retrospectives and efficiency analysis after iterations have been completed.



Before leaving work, members can change the status of the daily task to **completed** and update the development progress. The iteration progress will update as each issue progresses.

#5
1 follower(s)

### Invite members

Edit Description
Upload Attachment
Break Down Requirement
Break Down Task
Associate to Defect
...

Here is a sample epic.

An epic is a larger function or feature that can be broken down into many smaller requirements or tasks. It usually takes multiple iterations to fully deliver. Agile epics are flexible in scope and can be flexibly adjusted based on customer feedback and team development cadence.

Using epics is usually a two-step process:

- Create epics to organize functions or features with long development cycles and large scales into epics;
- Break down epics into smaller-grained requirements and tasks and schedule them to complete in iterations.

#### Reference Resources

Referenced Resources

#9 Invite members to the team by email	In Progress	✕
#12 [Sample requirement] – In the member management module, you can send invitation emails in batches	Not Started	✕
#13 [Sample requirement] – Register as a team member by visiting the invite link	In Progress	✕

#### Action Log

Worklog

All Only logs Only comments

+ Steven created Epic 2020-07-22 16:37

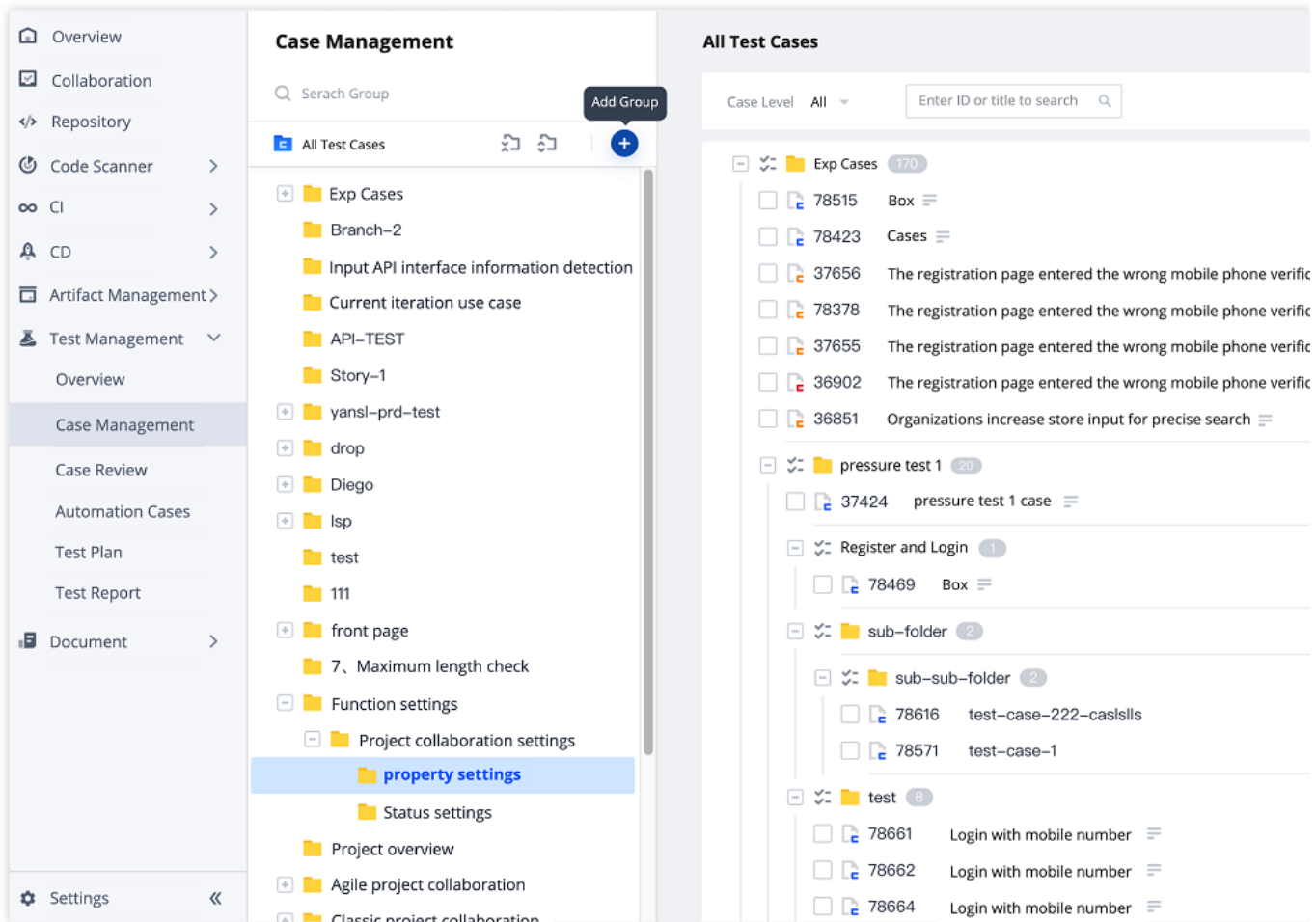
If sub-issues are included, the current progress cannot be modified.  
 Parent Issue progress = SUM (Direct sub-Issue progress) + SUM (Number of direct sub-issues)

## Test

The test phase is crucial to the closed development loop. Self-testing by developers usually resolves most common problems, but it is not enough. Testing helps to identify fundamental logic problems and possible missing items during the development process. CODING's built-in automated testing tools, such as Code Scan and Artifact Scan, help testers quickly create a bug and associate requirements or tasks in an iteration after a bug is found.

The screenshot displays the 'Create Defect' modal window. The title field contains 'Bugs report'. The defect description field is a rich text editor with a toolbar including options for bold, italic, link, code, list, link, and template. The sidebar on the right allows for assigning the defect to an assignee (currently 'Unspecified'), an iteration ('Not added to iterat...'), a requirement ('Not associated to r...'), a defect type ('Defect Type'), a priority (set to 'Medium'), a deadline ('Unspecified'), a module ('Module'), and a label ('Label'). At the bottom, there are 'Create', 'Cancel', and 'Continue Creation' buttons.

You can also log time and update the progress for a bug. In addition to assigning and entering test tasks in an issue, testers can go to **Test Management > Test Case Management** to write test cases.



In **Test Management > Test Plan**, you can configure the iteration of the test in **Edit**.

## Project Release

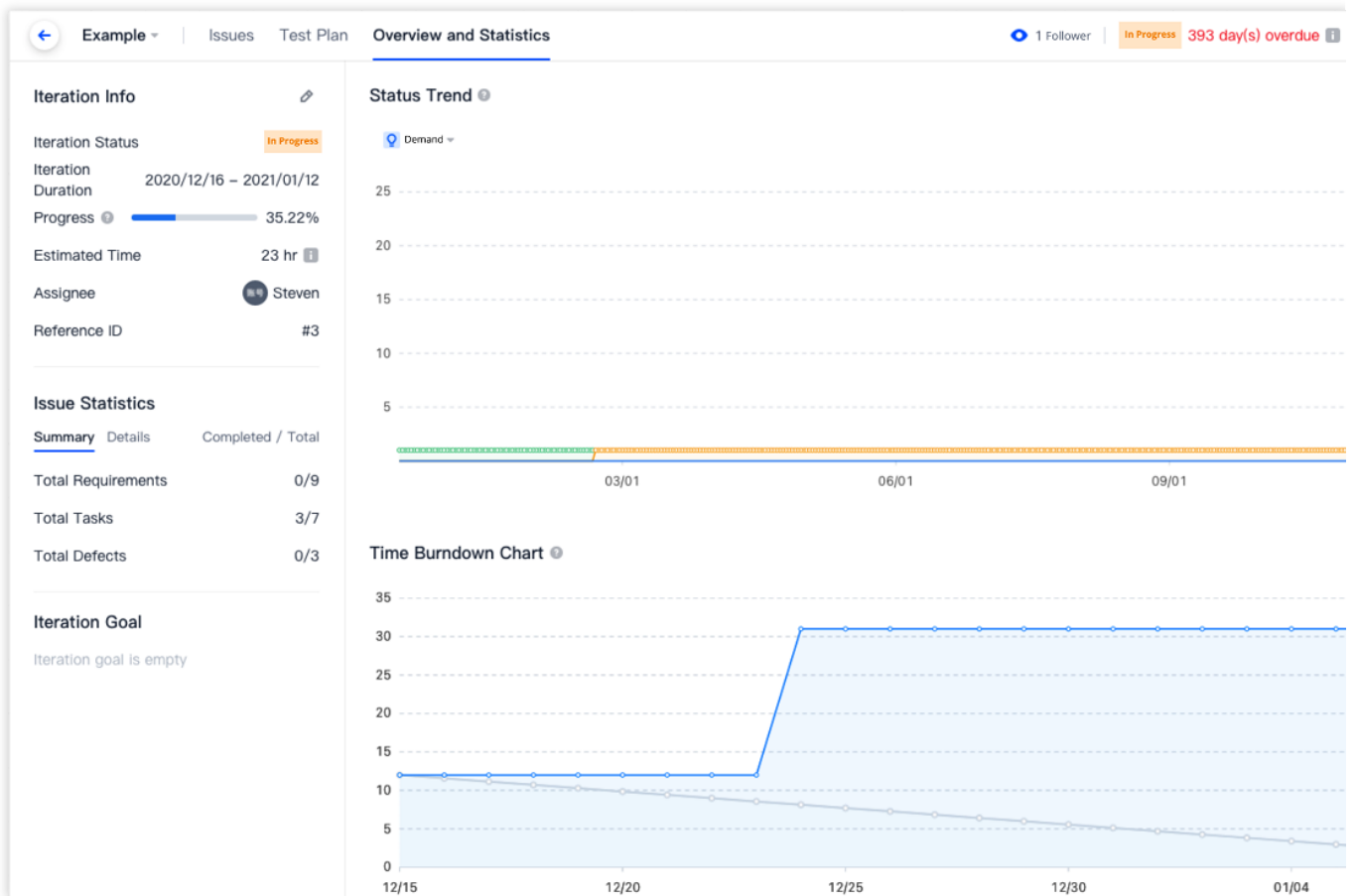
After the basic development task has been completed, you can use CODING's continuous integration/deployment services to quickly validate the code.

### Extended reading

[Continuous Integration - Getting Started](#)

[Continuous Deployment - Sample Project](#)

After all iteration plans have been completed, you can go to an iteration to view the status trend and time burndown chart of the iteration in **Overview and Statistics**. Managers can stay on top of their team's progress for the plan.



## Customize Team Workflow

In addition to the default issue statuses, you can customize the workflow of various issues in the issue **Workflow** in **Project Settings > Project Collaboration > Issue Types**. See [Customize Workflow](#) for details.