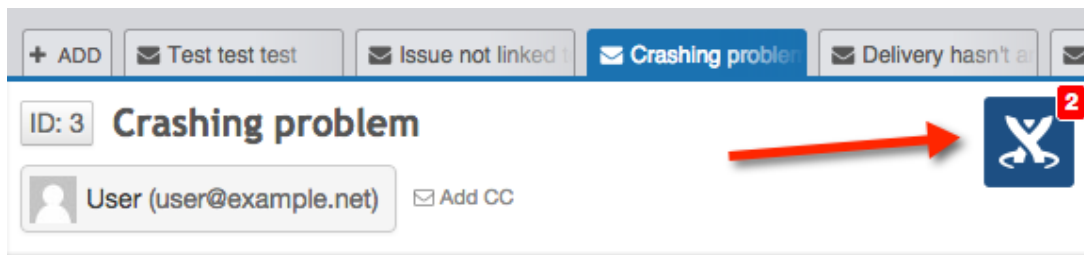


## How can I use the JIRA integration?

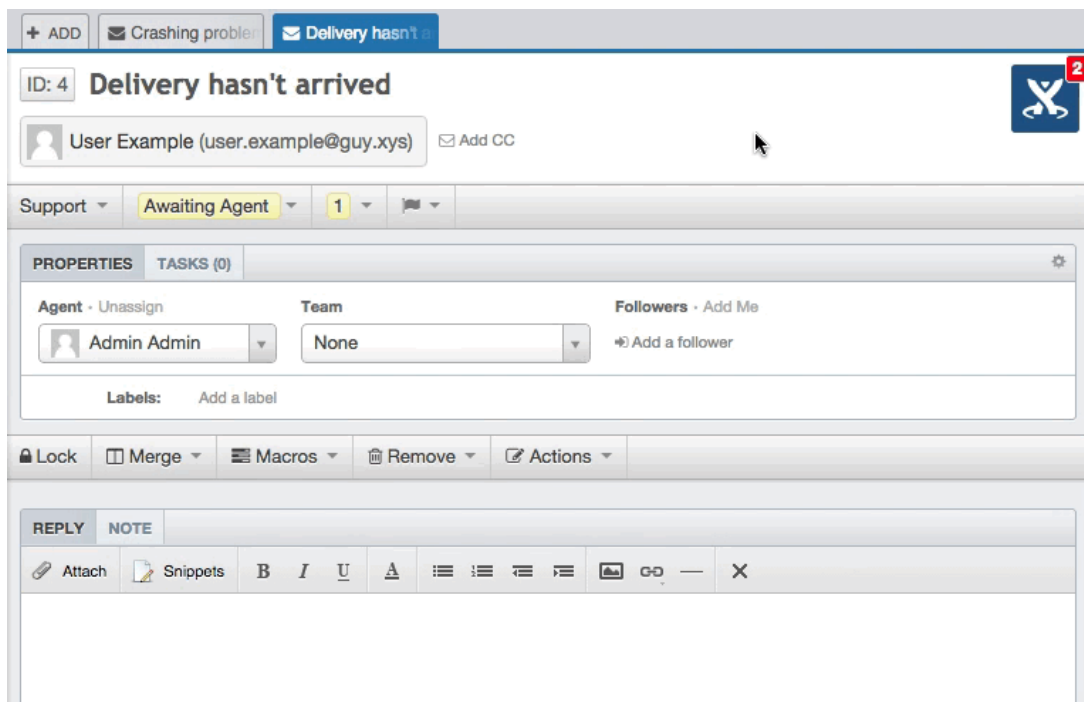
Ben Henley - 2018-03-14 - Comments (0) - Using Deskpro

When the JIRA app is installed, a JIRA icon is displayed on each ticket. The number of JIRA issues linked to the ticket is displayed as a red number at the top right of the icon.

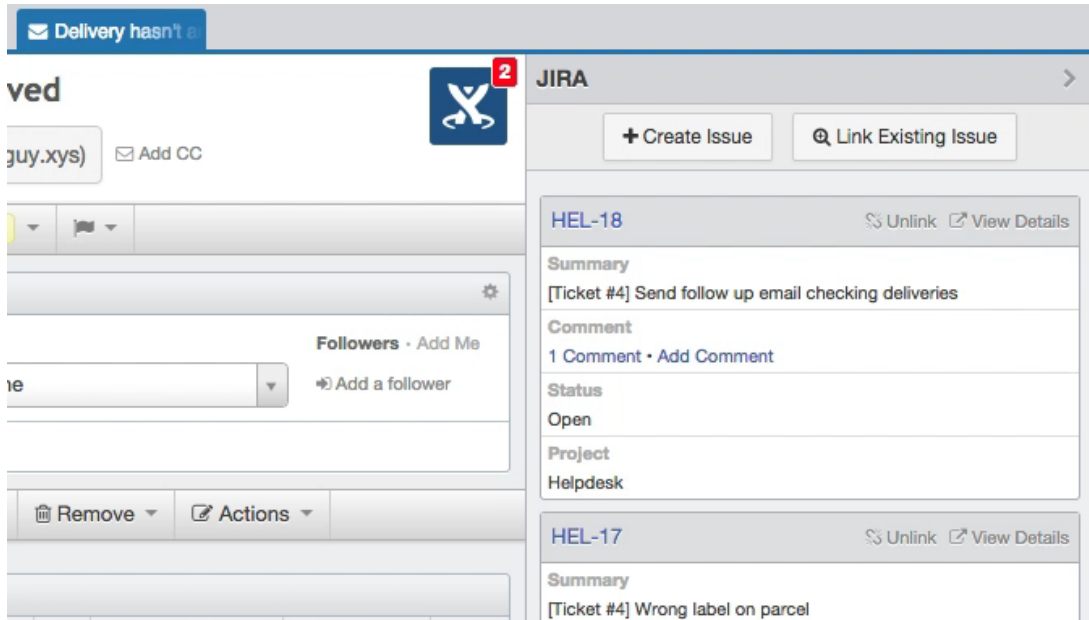


A list of the linked issues can be viewed in a collapsible side pane.

To show the side pane, mouse over the JIRA icon:

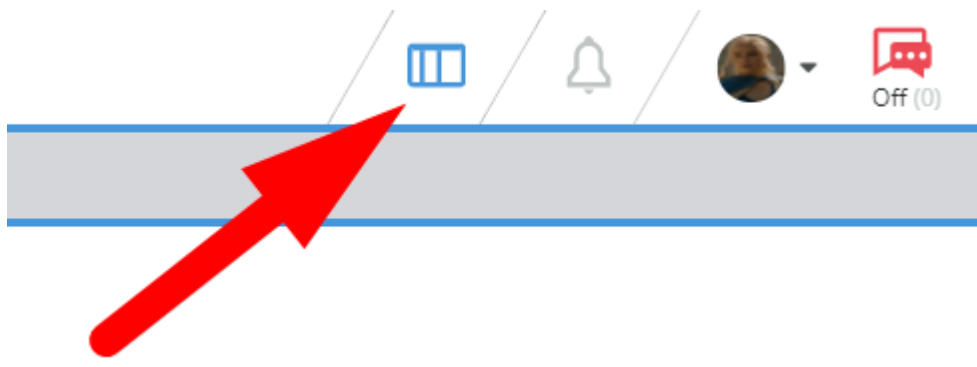


To lock the JIRA pane open, click the **padlock icon** in the top right of the pane. Alternatively, you can open and lock the pane in one step by clicking on the JIRA icon.



**Create Issue** will create a new JIRA issue linked to the ticket. **Link Existing Issue** links the ticket to an existing JIRA issue (using the JIRA alphanumeric reference code e.g. XXX-12).

If you're working on a small screen and locking the JIRA pane open makes the rest of the interface too narrow, don't forget that you can switch to [1-column view](#) using the icon in the top right, or collapse the filter pane.

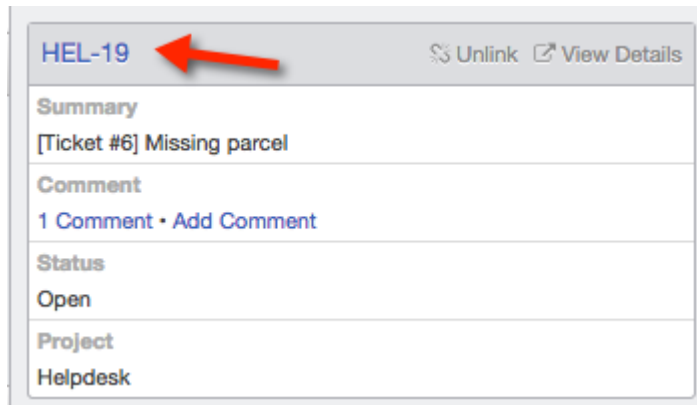


Click **View Details** to see more information about the individual issue (the fields displayed

in the issues list and the detailed view are configurable by the helpdesk admins).

To collapse the side pane again, click the > icon which replaces the padlock when the pane is locked.

Click a JIRA issue number in Deskpro to view that issue in JIRA.



You can add comments to JIRA issues from within Deskpro.

Click **Add Comment** on an individual issue (this may be displayed in the list pane or in the detail view, or both) to comment on just that issue.

Click **Send Comment** at the bottom of the JIRA pane to add the same comment to *all* issues linked to a ticket.

The image shows two linked JIRA tickets. The top ticket is HEL-20, created on Tue Nov 25 2014 15:51:56 GMT+0000 (GMT), with the summary "[Ticket #1] Ticket about a problem". The bottom ticket is HEL-9, created on Mon Nov 24 2014 11:17:18 GMT, with the summary "Crashing error". A callout box with a black border and white background contains the text "Send Comment adds the same comment to all linked issues". Three red arrows point from this callout box to the "Add Comment" links of both tickets and to the "Send Comment" button located below the tickets.

Comments will be added using a JIRA account, but they will be prefixed with the name of the Deskpro agent who made them.

#### Activity

The screenshot shows the "Activity" section of a JIRA ticket. It features a horizontal menu with tabs: "All", "Comments", "Work Log", "History", "Activity", "Source", and "Reviews". The "Comments" tab is selected. Below the menu, there is a comment from "JIRA Admin [Administrator]" added 12 minutes ago. The comment text is "[DeskPRO Agent via DeskPRO]: We confirmed that this was due to the label printing problem." At the bottom of the activity section, there is a "Comment" button.

When replying to a ticket, agents can also choose to send the message to JIRA as a comment or as a new issue.

The image shows the reply options bar in JIRA. On the left, there is a button labeled "Send Reply as Awaiting User". On the right, there are several checkboxes: "Agent: Me" (checked), "Team: 1st Level Support" (unchecked), "Close Tab" (checked), "Email User" (checked), and "Send comment to JIRA" (checked). A red arrow points to the "Send comment to JIRA" checkbox.

Tags

2018

JIRA

#### Related Content

- [JIRA integration app](#)