

# Creating a Board

You need a [board](#) so that you can view and work with issues in GreenHopper. A board displays issues from one or more projects. You can either use a board that someone else has created, or create a new board for yourself. You can create as many boards as you like.

There are two types of boards:

- **Scrum boards** are for teams that plan their work in [sprints](#).
- **Kanban boards** are for teams that focus on managing and constraining their work-in-progress. Because work is not planned in advance using discrete time periods or versions, Kanban boards are visible in [Work mode](#) but not in [Plan mode](#).

✔ Before you begin, please note that you will need the JIRA '**Create Shared Objects**' [global permission](#) before you can create a board. If you don't have this permission you can still create a board, but it will not be visible to other people as its filter will not be shared.

You can either [copy an existing board](#), or create a completely new one.

## Creating a Completely New Board

1. Log into JIRA.

**i** If you are on the GreenHopper **Getting Started** page, simply click either **Create a new board** or **Create a new project and board**, then select (or create) a project, type the name of your new board — and you're done! Otherwise, please continue:

2. Select **Agile > Manage Boards** from the top navigation bar.

3. Select **Create** from the **Tools** ('cog') menu at the top-right of the page.

4. Either:

- **To create a Scrum board:**

- Click **Select Scrum** on the **Presets** tab (see [Screenshot 1](#) below). You will be prompted to enter the name of your new board, select the project(s) you wish to view, and select what type of workflow to use ([Simplified Workflow](#) is recommended).

**i** This will create a preconfigured Scrum board containing all the issues in your chosen project(s). Your Scrum board will have a JIRA filter with the following query:

```
project = "[YOUR PROJECT(S)]" ORDER BY Rank ASC
```

or:

- **To create a Kanban board:**

- Click **Select Kanban** on the **Presets** tab (see [Screenshot 1](#) below). You will be prompted to enter the name of your new board, select the project(s) you wish to view, and select what type of workflow to use ([Simplified Workflow](#) is recommended).

**i** This will create a preconfigured Kanban board containing all the issues in your chosen project(s) that do not belong to a released version (see the JIRA documentation on [Managing Versions](#)). Your Kanban board will have a JIRA filter with the following query:

```
project = "[YOUR PROJECT(S)]" AND (fixVersion in  
unreleasedVersions() OR fixVersion is EMPTY) ORDER BY  
Rank ASC
```

or:

- **To create a Kanban board that is based on a query of your own choosing:**

**i** Before you can do this, you must have access to at least one saved JIRA filter (either your own filter, or one that someone else has shared with you). If you don't, first create and save a new filter in JIRA (you may want to see the documentation on [issue filters](#) and [JQL](#)).

- Click the **Advanced** tab (see [Screenshot 2](#) below).

- **'Saved Filter'** — Select the [issue filter](#) to be used by this board (see some [examples](#) below).

**i** If a colleague has not shared their saved filter with you, that filter will not be available for you to choose in this field.

- 'Shares' shows which groups or projects roles have access to the currently selected saved filter. Your new board will be available to all users who have access to your chosen filter.
- Click the '**Edit Filter**' link if you wish to alter the JIRA filter's query. (You will only be able to do this if you are the owner of the JIRA filter. If you are not, then the owner's name will be shown instead of the '**Edit Filter**' link.)

**i** Note that you cannot change the board type after creation (that is, a Scrum board cannot become a Kanban board, and vice versa).

**On this page:**

- [Creating a Completely New Board](#)
- [Copying an Existing Board](#)

**Related pages:**

- [Using a Board](#)
- [Configuring a Board](#)
  - [Configuring Filters](#)
  - [Enabling Ranking](#)
  - [Configuring Columns](#)
    - [Using GreenHopper Simplified Workflow](#)
  - [Configuring Swimlanes](#)
  - [Configuring Quick Filters](#)
  - [Configuring Card Colours](#)
  - [Configuring Estimation and Tracking](#)
  - [Configuring the Issue Detail View](#)
  - [Configuring Working Days](#)
- [Tutorial - Adding a Column to a Board](#)

**Congratulations — you have created a new board!**

Your new board will be shown. At the top is a link that you may want to send to other people so that they can use your board.

**Next steps:**

- To learn more about how to use your new board, see [Using a Board](#).
- If you wish to make any changes to your new board, see [Configuring a Board](#).

*Screenshot 1: Create a new board using Presets*

## Create Board

Presets **Advanced**

### Scrum

Scrum is a method of development where the focus is on planning, committing and delivering time-boxed chunks of work called Sprints.

Presets are:

- Story swimlanes
- Story Points as estimation statistic
- Two-week iterations (starting today)
- Standard Quick Filters
- Issues ordered by Rank
- Columns: To Do, In Progress, Done

These settings can be changed later.

**Select Scrum**

### Kanban

Kanban is a method of development where the focus is on visualising your workflow and limiting work-in-progress. This assists you in making incremental improvements to your existing process.

Presets are:

- Expedite swimlane
- Issue Count as column statistic
- Days in column indicator
- Standard Quick Filters
- Issues ordered by Rank
- Columns: To Do, In Progress, Done

These settings can be changed later.

**Select Kanban**

[Cancel](#)

Screenshot 2: Create a new board using the 'Advanced' tab

## Create Board

Presets Advanced

Advanced allows the creation of a Kanban board using an existing JIRA Saved Filter

Board Name\*

**JIRA Filter**

Saved Filter

Create

Cancel

### Some example JQL you might wish to use for your Saved Filter:

- Select all issues which are Unreleased or in an Unreleased Fix Version:

```
project = GHS AND (fixVersion in unreleasedVersions() or fixVersion is empty)
```

- Select all issues you are interested in:

```
(assignee = currentUser() or reporter = currentUser()) AND (fixVersion in unreleasedVersions() or fixVersion is empty)
```

- Show all issues that you have participated in and have been updated in the last week. ⓘ This requires the [JIRA Toolkit add-on](#).

```
updatedAt > -7d AND Participants = currentUser()
```

- Select all issues for a team (using a Label custom field named 'Team')

```
(team = ateam or team = dreamteam or team = engineroom) AND
(fixVersion in unreleasedVersions() or fixVersion is empty)
```

- Only select my bugs for a bugfix team

```
project = GHS AND team = bugfix AND issuetype = bug AND (fixVersion
in unreleasedVersions() or fixVersion is empty)
```

- Try `fixVersion = earliestUnreleasedVersion(PROJECT KEY)` to see all issues in the next Fix Version to be released:

```
fixVersion = earliestUnreleasedVersion(PROJECT KEY)
```

 Refer to the JIRA documentation for your detailed [JQL](#) reference.

Let your imagination run wild and please comment below with your best JQL suggestions to help us learn what you are looking for.

## Copying an Existing Board

If you would like to create a board that is similar to one you are already using, you can simply create a copy.

 Your new board will be based on the same JIRA [issue filter](#) as the original board. You will be the owner of the new board, but not necessarily of the filter, so you may not be able to edit the filter. However, once your new board is created, you can easily choose a different filter (e.g. to view a different project) — see [Configuring Filters](#).

### To copy a board:

1. Select **Agile > Manage Boards** from the top navigation bar..
2. The **Manage Boards** screen will be displayed. Click the **Copy** link corresponding to the board of interest.

 Alternatively, to quickly create a copy of the board you are currently viewing, simply select **Copy** from the **To ols** (cog) menu at the top right of the screen.

### Next steps:

- The configuration screen for your new board will be displayed. If you wish to make any changes, see [Configuring Filters](#).
- To start using your new board right away, click **Use board** at the top of the screen. See [Using a Board](#).