

# VersionOne for Team Members

In this concise two-hour course, a VersionOne product expert will teach Team Members how to get the maximum sprint planning and tracking value from the VersionOne Enterprise agile management tool. You will learn how to plan sprints as a team, add tasks and tests to backlog items, update to-do and effort during sprint execution, and properly close out sprints. The product expert will demonstrate each feature and guide you through hands-on exercises in your own demo project. You'll leave the class with a step-by-step reference guide for using VersionOne as well as a free one-month subscription to your demo project to help ensure success using VersionOne.

## Course Outline

- VersionOne Enterprise Overview
  - Review Navigation and Project Tree Structure
  - Customize Your Views
  - Product Planning: Create Backlog Items and Defects
  - Release Planning: Review Releases and Release Planning
- Planning
  - Sprint Planning: Defining Sprints and establishing dependencies
  - Detail Planning: Using the Backlog item planner to breakdown backlog items and defects into tasks and tests
- Tracking & Execution
  - Sprint Tracking: Using the Taskboard and Testboard to sign up for work and track progress
  - Review: Addressing open items at the end of the sprint and closing the sprint
- My Home
  - My Work: Customizing your own work area to manage and update your work assignments
  - My Dashboard: Creating your own customized view of several standard project reports
- Reporting
  - Reviewing key reports used for planning, tracking and understanding the status of a project or sprint

## Additional Information

**Length:** 2 Hours\*

**Contact:** [services@versionone.com](mailto:services@versionone.com)

\*Two day minimum required for onsite training.