

Jira Software Essentials Associate Practice Exam (Sample)

Study Guide



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SAMPLE

Questions

- 1. What is a "Filter Subscription" in Jira?**
 - A. A tool for creating custom fields**
 - B. An automated report generator**
 - C. A feature for sending scheduled updates to users**
 - D. A method for prioritizing issues**
- 2. The emphasis on shipping work in short increments in Agile aims to promote which aspect?**
 - A. Cost efficiency**
 - B. Long-term planning**
 - C. Quick delivery and continuous improvement**
 - D. Minimized team communication**
- 3. How are projects typically named in Jira Software?**
 - A. After a software version**
 - B. By the project manager's name**
 - C. After a team or a deliverable**
 - D. By numeric codes assigned**
- 4. What is the function of board filters in Jira?**
 - A. To organize issues by team members**
 - B. To find and display issues based on specified criteria**
 - C. To automate issue tracking**
 - D. To create project templates**
- 5. How can you transition an issue from one status to another in Jira?**
 - A. By editing the issue description**
 - B. By selecting the appropriate transition button on the issue view screen**
 - C. By logging out and logging back in**
 - D. By submitting a request to the project administrator**

- 6. What is the primary focus of Scrum?**
- A. Completing work without consideration of rules**
 - B. Delivering products in random increments**
 - C. Following a set of rules and delivering in time-boxed increments**
 - D. Meeting deadlines with no team collaboration**
- 7. When using Kanban, how can a team ensure they are working effectively?**
- A. By adhering strictly to a single approach**
 - B. By implementing regular feedback cycles**
 - C. By restricting team size**
 - D. By minimizing interaction**
- 8. What are the default issue types in Jira?**
- A. Bug, Story, Epic, Subtask, Filter**
 - B. Epic, Story, Bug, Task, Subtask**
 - C. Task, Bug, Story, Project, Epic**
 - D. Subtask, Story, Task, Epic, Issue**
- 9. What are sub-tasks in Jira?**
- A. They represent individual projects within a workspace.**
 - B. They are smaller tasks derived from a parent issue.**
 - C. They are standalone tasks that do not connect to any parent issue.**
 - D. They are used for organizing user stories within epics.**
- 10. How does "Integrating Jira" with other tools enhance its capabilities?**
- A. It complicates team communication**
 - B. It eliminates the need for other tools entirely**
 - C. It extends functionality and provides comprehensive management experience**
 - D. It restricts team access to important information**

Answers

SAMPLE

1. C
2. C
3. C
4. B
5. B
6. C
7. B
8. B
9. B
10. C

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Explanations

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1. What is a "Filter Subscription" in Jira?

- A. A tool for creating custom fields
- B. An automated report generator
- C. A feature for sending scheduled updates to users**
- D. A method for prioritizing issues

A "Filter Subscription" in Jira is primarily used as a feature for sending scheduled updates to users. This functionality allows users to subscribe to specific filters that they have created or can access. By subscribing to a filter, they can receive automated emails on a regular basis, which contain the results of the filter query. This is particularly useful for keeping team members informed about relevant issues, changes, or updates without having to manually check the filter each time. The ability to customize the frequency and content of these updates enhances communication and ensures that stakeholders are promptly alerted about key developments in their projects. Such automation streamlines workflows and helps maintain visibility on tasks and progress. While other choices may relate to various functionalities in Jira, they do not accurately describe the specific purpose and benefits of a filter subscription, which is centered around automated and scheduled notifications to users based on filter criteria.

2. The emphasis on shipping work in short increments in Agile aims to promote which aspect?

- A. Cost efficiency
- B. Long-term planning
- C. Quick delivery and continuous improvement**
- D. Minimized team communication

The focus on shipping work in short increments in Agile is primarily geared towards facilitating quick delivery and enabling continuous improvement. This approach breaks down larger projects into manageable segments, allowing teams to rapidly produce discrete pieces of functionality. By delivering in short iterations, teams can gather feedback early and often, leading to iterative refinement of both the product and the processes used to develop it. This strategy promotes responsiveness to stakeholder needs and the ability to adapt to changing requirements throughout the project lifecycle. It encourages a cycle of releasing, evaluating, and adjusting, which enhances overall quality and customer satisfaction. Agile practices, such as sprint reviews and retrospectives, further cement this continuous improvement mindset, as teams reflect on their performance and make adjustments for future iterations. Thus, the emphasis on short delivery cycles directly aligns with the goals of achieving rapid delivery and ongoing enhancements in product development.

3. How are projects typically named in Jira Software?

- A. After a software version
- B. By the project manager's name
- C. After a team or a deliverable**
- D. By numeric codes assigned

In Jira Software, projects are typically named after a team or a deliverable because this naming convention helps to provide clarity and context regarding the primary focus of the project. Naming projects after teams allows for easy identification of which group is responsible for the project, facilitating collaboration and accountability. Similarly, naming projects after deliverables indicates what the expected outcome or product of the project is, making it easier for stakeholders to understand the project's goals. This approach enhances organization and communication within teams and across the wider organization. Using recognizable and descriptive names fosters better collaboration among team members, stakeholders, and other interested parties, as they can quickly grasp the essence of the project without needing additional information. In contrast, naming projects after software versions, project manager names, or numeric codes does not provide immediate insight into the project's objectives or the team involved, potentially leading to confusion or miscommunication.

4. What is the function of board filters in Jira?

- A. To organize issues by team members
- B. To find and display issues based on specified criteria**
- C. To automate issue tracking
- D. To create project templates

Board filters in Jira play a crucial role in allowing users to find and display issues based on specified criteria. This functionality is essential for customizing the view of issues on a board, enabling users to focus on specific aspects of their work, such as issues assigned to a particular team member, issues that are in a certain status, or those that meet other relevant conditions. By utilizing board filters, users can streamline their workflow, ensuring that they see only the most pertinent information. This capability enhances productivity as teams can manage their tasks more effectively by eliminating distractions and concentrating on what truly matters to them at any given moment. In contrast, organizing issues by team members, automating issue tracking, and creating project templates do not align with the primary purpose of board filters. While those functions are indeed valuable in their own contexts, they do not cover the specific functionality that board filters are designed to provide.

5. How can you transition an issue from one status to another in Jira?

- A. By editing the issue description**
- B. By selecting the appropriate transition button on the issue view screen**
- C. By logging out and logging back in**
- D. By submitting a request to the project administrator**

To transition an issue from one status to another in Jira, the most effective method is by selecting the appropriate transition button on the issue view screen. This approach is designed to streamline the workflow process by providing users with a visual and interactive way to move issues through their lifecycle. Each issue's current status is represented on the issue view screen, and the available transitions are displayed as buttons. This allows users to easily select the desired action to update the issue's status, reflecting its current phase in the project management process. Other methods, such as editing the issue description, do not change its status and simply update the information contained within the issue. Logging out and back in has no impact on the status of issues and serves no purpose in transitioning them. Additionally, submitting a request to the project administrator could introduce unnecessary delays and is not a direct method for transitioning issues within a project, as it relies on external action that may not be required for team members who have permission to perform the transition themselves. By using the transition button, users can effectively manage project workflows in an efficient and user-friendly manner.

6. What is the primary focus of Scrum?

- A. Completing work without consideration of rules**
- B. Delivering products in random increments**
- C. Following a set of rules and delivering in time-boxed increments**
- D. Meeting deadlines with no team collaboration**

The primary focus of Scrum is to follow a structured framework that promotes the delivery of products in a collaborative and iterative manner. By adhering to a set of rules and principles, Scrum provides teams with clear roles, events, and artifacts that support effective communication and collaboration. This structured approach emphasizes working in time-boxed increments known as sprints, which allow teams to produce potentially shippable products regularly, ensuring continuous feedback and improvement. In contrast to other options, Scrum is not about completing work without consideration of rules or delivering randomly. It is designed to foster teamwork and collaboration rather than prioritize meeting deadlines at the expense of team interaction. The emphasis on delivering increments within well-defined time frames helps teams remain focused on their goals and adapt to changing requirements effectively.

7. When using Kanban, how can a team ensure they are working effectively?

- A. By adhering strictly to a single approach**
- B. By implementing regular feedback cycles**
- C. By restricting team size**
- D. By minimizing interaction**

Implementing regular feedback cycles is essential for a team using Kanban to ensure they are working effectively. Feedback cycles allow the team to assess their workflow and performance frequently, enabling them to make continuous improvements. This iterative process helps identify bottlenecks, prioritize tasks better, and enhance overall team collaboration. Regular feedback not only helps in recognizing areas for improvement but also reinforces the principles of transparency and adaptability that are foundational to Kanban. On the other hand, adhering strictly to a single approach can limit flexibility and may not allow the team to adapt to changing needs. Restricting team size might deter collaboration and slow down the workflow if there are not enough resources to handle the tasks efficiently. Minimizing interaction can lead to isolation, miscommunication, and decreased morale, which is counterproductive in a collaborative environment like Kanban. Therefore, fostering regular feedback cycles is vital for ongoing improvement and effectiveness in a Kanban workflow.

8. What are the default issue types in Jira?

- A. Bug, Story, Epic, Subtask, Filter**
- B. Epic, Story, Bug, Task, Subtask**
- C. Task, Bug, Story, Project, Epic**
- D. Subtask, Story, Task, Epic, Issue**

The default issue types in Jira are Epic, Story, Bug, Task, and Subtask. Understanding these issue types is crucial for effective project management in Jira. An Epic represents a significant body of work that can be broken down into smaller tasks (Stories). Stories are user-centric requirements or features that need to be developed. Bugs refer to issues or defects in the product that require fixes, while Tasks can represent any work item that needs to be completed but doesn't fit into the other categories. Finally, Subtasks are smaller, manageable units of work that make up a Story or Task. This categorization helps teams prioritize and manage their work effectively, providing clarity on the different components of a project and facilitating better sprint planning and execution. Recognizing the roles of these issue types supports an organized workflow that helps maintain focus on delivering functional software.

9. What are sub-tasks in Jira?

- A. They represent individual projects within a workspace.
- B. They are smaller tasks derived from a parent issue.**
- C. They are standalone tasks that do not connect to any parent issue.
- D. They are used for organizing user stories within epics.

Sub-tasks in Jira are defined as smaller tasks that are derived from a parent issue. This hierarchical structure allows for better management of complex issues, breaking them down into more manageable components. Each sub-task can have its own assignee, status, and details while still being directly linked to the parent issue. This relationship helps teams track the progress of the overall task more effectively since each sub-task contributes to completing the larger goal. Sub-tasks are particularly useful in agile methodologies, where work items may need to be detailed into smaller increments to facilitate team collaboration and track progress. By having smaller, focused tasks, teams can address specific parts of a larger issue systematically and efficiently. This functionality enhances visibility and accountability within the project workflow, making it easier to manage workloads. The other choices reflect aspects of Jira that are either not specifically related to sub-tasks or are inaccurately characterized. While option A talks about projects, sub-tasks are not standalone projects. Option C suggests sub-tasks do not connect to any parent issue, which contradicts the very definition of a sub-task. Option D discusses the organization of user stories and epics, which, while a feature of Jira, is separate from the concept of sub-tasks.

10. How does "Integrating Jira" with other tools enhance its capabilities?

- A. It complicates team communication
- B. It eliminates the need for other tools entirely
- C. It extends functionality and provides comprehensive management experience**
- D. It restricts team access to important information

Integrating Jira with other tools significantly enhances its capabilities by extending functionality and providing a comprehensive management experience. This integration allows teams to connect Jira with various applications, such as cloud storage, communication platforms, and development tools, thereby streamlining workflows and improving productivity. For example, teams can link Jira issues to code repositories or link tasks to updates in their version control systems, ensuring that everyone has access to the latest information related to their projects. Furthermore, integration facilitates better visibility of project progress and fosters collaboration across different departments. By combining insights and capabilities from multiple tools, teams can manage their projects more effectively, adapt to changes quickly, and make informed decisions based on a unified data stream. This integrated approach leads to better planning, execution, and tracking of work, ultimately enhancing the overall efficiency of the project management process.