

# Appvibe Asset Tracker

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# Overview of Features

# Key Features

Appvibe Asset Tracker streamlines the management of IT assets such as hardware, software licenses, and peripherals directly within your Jira projects. This app is designed to ease the process of tracking assets throughout their lifecycle by integrating seamlessly into your existing workflows, providing an efficient, centralized solution for asset management.

Gathering customer feedback is crucial in enhancing IT asset management. It provides insights into asset performance, user satisfaction, and potential areas for improvement. By harnessing this feedback within Jira, teams can prioritize upgrades, track user needs, and optimize asset deployment strategies effectively.

- **Feedback Submission.** Capture feedback seamlessly through Jira issues and dedicated forms.
- **Organized Views.** Use tags, filters, and saved views to sort and prioritize feedback efficiently.
- **Direct Jira Integration.** Link customer feedback to Jira issues, ensuring actionable follow-ups.
- **Customizable Layout.** Add, remove, or rearrange columns to suit your team's feedback tracking needs.
- **Activity History.** Maintain a clear log of actions and updates made to each feedback record.

In conclusion, Appvibe Asset Tracker enhances IT asset management by integrating asset tracking with customer feedback. This comprehensive approach allows project managers and developers to maintain a well-organized and efficient workflow, ensuring that assets are optimized for user satisfaction and performance.

# Getting Started

# Installation

Asset Tracker is a powerful Jira app designed to efficiently manage and track your organization's assets directly within Jira. Follow these steps to install and access the app:

## Step 1:

Log in to your Jira account. Ensure you are logged in with Admin privileges to perform the installation process.

## Step 2:

Open the Atlassian Marketplace. In Jira, click on Apps → Explore more apps to access the Marketplace.

## Step 3:

Search for **Appvibe Asset Tracker**. Use the search bar to locate the app.

## Step 4:

Install the App. Click Get app or Try it free. Confirm the installation and grant the required permissions.

## Step 5:

Once installed, navigate to Manage Apps in the Admin section to verify that Asset Tracker is enabled.

At this point, you can find a link to Asset Tracker under the Apps section in the menu on the left side of the screen.

By integrating Asset Tracker into Jira, you streamline asset management directly within your project workflows, enhancing efficiency and oversight.

# Configuration

# Setup and Customization

Navigate to the configuration and setup of the Appvibe Asset Tracker app by going to "Manage Apps" in Jira. Locate the app, and click on the "Configuration" button to access the configuration page. Here, you can set up Roles and Permissions, view System Fields, configure Custom Fields, and apply Conditional Formatting.

## Roles and Permissions

The Appvibe Asset Tracker app provides three roles:

1. **Admin:** Grants full access, including configuration and setup. This is a super role.
2. **Editor:** Allows users to update and view Asset Tracker data.
3. **Viewer:** Permits users to view but not update Asset Tracker data.

Administrators can assign these roles to any Jira groups directly from the configuration page. By default, a Jira Administrator has access to all Asset Tracker configuration screens.

## System Fields

The app includes predefined system fields that are essential for asset management:

- Asset Type
- Serial Number
- Location
- Assigned User
- Purchase Date
- Warranty Status
- Tags

These fields form the foundation of the Asset Tracker.

## Custom Fields

To accommodate additional data needs, you can create custom fields:

- Click "Add Field" to create a new field.

- Configure each field with the following options:
  - **Field Key:** A unique key.
  - **Field Label:** The label for the key.
  - **Field Type:** Choose from Text, Number, Date, Select, or Multi-Select.
  - **Required:** Indicates if the field is mandatory.
  - **Sortable:** Determines if the field can be sorted.
  - **Filterable:** Determines if the field can be filtered.

## Conditional Formatting

Enhance data visibility by applying conditional formatting:

- Set up conditions based on field values.
- Modify labels and highlight colors when conditions are met.

## Summary

By configuring roles, system fields, custom fields, and applying conditional formatting, you ensure the Asset Tracker meets your team's specific asset management needs. This setup enhances data clarity and accessibility for different organizational roles.



# Working With Records

# Adding and Viewing Records

Adding records to the Appvibe Asset Tracker within Jira is a straightforward process, allowing you to efficiently manage asset information at system, project, or Jira Issue levels. This capability enables users to maintain comprehensive asset documentation and streamline asset management workflows across your organization.

When adding a record, you can provide data for various fields including Asset Type, Serial Number, Location, Assigned User, Purchase Date, Warranty Status, and any custom fields you have defined. To initiate this process, navigate to the Assets dashboard page and click the "Create" button. Enter the required information, such as the asset identification details and relevant metadata, to ensure that all fields are accurately filled. Once completed, these records become viewable within the Assets dashboard.

1. **Create and Manage Multiple Views:** Enhance your experience by creating and managing views. Access the View dropdown at the top of the dashboard to either establish a new view, manage existing ones, or clear a view. Note that administrative privileges are required to modify views.
2. **Filter by a Column Value:** Optimize your data review by filtering based on column values. Click the column title icon and input your filter criteria. Remember, this function is available only on columns with the filter feature enabled.
3. **Sort by a Column Value:** Organize records by selecting and double-clicking a column title. This action sorts the data based on your chosen column, with options for arranging them in ascending or descending order.
4. **View Activity History:** Maintain a secure track of modifications with the activity history feature. All data changes are logged, and you can access these details by clicking the three dots on the top right corner of the dashboard and choosing Activity History.

With these features, the Appvibe Asset Tracker in Jira ensures that managing and organizing your asset records is both efficient and user-friendly, providing you with robust tools to support asset-related operations and oversight.

# FAQ

# FAQ

**FAQ: What is the object and purpose of this app?**

The purpose of the app is for IT Asset management. It is designed to manage IT assets like hardware, software licenses, and peripherals within Jira projects.

**FAQ: What types of feedback can the app track?**

The app supports tracking asset type, serial number, location, assigned user, purchase date, and warranty status. You can also add custom fields for other related fields that you wish to track.

**FAQ: How do I install the app?**

You can install the app from the Atlassian Marketplace. Navigate to the Apps section in Jira, search for the app name "Asset Tracker," click "Install," and follow the prompts.

**FAQ: How do I get support for the app?**

Support is available via our support page at <https://appvibe.com/support>.

# Support

# Appvibe Support

**Overview:**

The Appvibe Asset Tracker app facilitates streamlined management of IT assets, such as hardware, software licenses, and peripherals, directly within Jira projects. This integration simplifies asset tracking and ensures efficient resource management. Whether you are managing a large-scale deployment or keeping tabs on individual components, Asset Tracker provides a seamless experience to support your IT operations.

**Support Contact:**

We are here to help you with any questions or technical issues related to the Asset Tracker app. For further assistance, suggest additional features, or report a problem, please visit our Support

Page at <https://www.appvibe.com/support>.