

Setup and Customization

Appvibe Legal Management is a Jira app designed to streamline legal task management. To configure and set up the app, navigate to **Manage Apps** in Jira, locate **Appvibe Legal Management**, and click the **Configuration** button. This will guide you to the configuration page where you can set up roles and permissions, manage system and custom fields, and configure conditional formatting.

Roles and Permissions

Appvibe Legal Management offers three roles:

1. **Admin:** This super role provides access to all features, including configuration and setup.
2. **Editor:** Users with this role can fully update and view legal management data.
3. **Viewer:** This role allows users to view but not modify legal management data.

Admins can assign these roles to any Jira groups. By default, a Jira Administrator has access to the Legal Management configuration screens.

System Fields

The app includes predefined legal management fields by default:

- Task ID
- Department
- Assigned Team Member
- Task Type
- Due Date
- Status
- Tags

These are the base fields necessary for effective legal management.

Custom Fields

If additional fields are required, you can add them via the **Add Field** button. When creating a new field, configure the following options:

- **Field Key:** A unique key for the field

- **Field Label:** Descriptive label for the field key
- **Field Type:** Choose from Text, Number, Date, Select, or Multi-Select
- **Required:** Flag to indicate if the field is mandatory
- **Sortable:** Flag to enable sorting functionality
- **Filterable:** Flag to enable filtering functionality

Conditional Formatting

This feature allows data formatting based on specific conditions. You can set conditions based on field values, and apply label and highlight color changes when conditions are met.

Summary

The Appvibe Legal Management app offers flexible tools to manage and organize legal tasks within Jira through customizable roles, fields, and conditional formatting. By configuring these elements, you can tailor the app to suit the specific needs of your legal team.

Revision #1

Created 3 January 2025 03:13:58 by Admin

Updated 3 January 2025 03:13:58 by Admin