

GitLab as a Collaborative Working Environment

Practical 2

Issues, Labels, Milestones, and The Issue Board

Issue Creation

- ☐ Navigate to the project in which you are the **Owner**.
- ☐ Create a new **issue** in which the neighbour with **Maintainer** group role is asked to add a new directory named **data** together with a **README.md** file in it.
- ☐ Check your email and GitLab **To Do** page for the notifications.
- ☐ Navigate to the **issue** that was assigned to you. Add a directory entitled **data** to that project.
- ☐ Add a **README.md** file under the newly created **data** directory. Mention in the content that it is intended for data results.
- ☐ **Comment and close** the issue that was assigned to you.

Label Creation

- ☐ Navigate to the project for which you are the **Owner** and create the following **labels**: *File handling*, *Description*, *Wiki*, *Started*, and *Advanced*. Make sure that you use different colors.
- ☐ Navigate to the closed issue and **assign the** *File handling* label to it.

Milestone Creation

- ☐ Make sure you are under the project for which you are the **Owner**.
- ☐ Create a new **milestone** entitled **Complete description and wiki**.

Basic Issue Manipulation

- ☐ Create a new **issue** entitled **Describe the project** under the new **milestone**. Make sure that the *Description* label is attached to it and that there is **no assignee**.
- ☐ **Comment** on the issue that it is too broad and that it should be split into smaller issues.
- ☐ Change the title of the **Describe the project** issue to **Finish main README.md**.
- ☐ Create another **issue** entitled **Make wiki page** under the **Complete description and wiki** milestone. Make sure that the *Description* and *Wiki* labels are attached to it and that there is no assignee.

Milestone Summary

- ☐ Navigate to the **Complete description and wiki** milestone page and check its summary.
- ☐ Click on the **Make wiki page** issue to go to its main page. Assign this issue to you.

The Issue Board

- ☐ Navigate to the issue board page of the project.
- ☐ Create two new **lists** by making use of the *Started* and *Advanced* labels.
- ☐ Add the **Finish main README.md** issue to the board under the **Started** list.