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### Jira Cloud Administrator

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1. Alana has set up a new incoming mail handler to create issues or add a comment to an existing

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ATlassian ACP-120 (Jira Cloud Administrator) Exam is a certification exam that tests individuals on their knowledge and skills related to the administration of Jira Cloud. Jira Cloud is a popular project management and issue tracking tool used by many organizations to manage their software development projects. ACP-120 Exam is designed to validate the expertise of individuals who are responsible for configuring, maintaining, and troubleshooting Jira Cloud instances.

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## ATLASSIAN Jira Cloud Administrator Sample Questions (Q65-Q70):

### NEW QUESTION # 65

Until now, two teams have been working together in a single company-managed Software project. Now, they want to split their work into two distinct projects. For each of their requirements, you must decide whether you can use shared schemes for the two projects or whether a unique scheme must be created. Which requirement necessitates the use of a unique scheme?

- A. The Fix Versions field must be mandatory for one of the projects.
- B. Sprints must be managed by a different set of users in each project.
- C. Each project must send notifications from a different email address.
- D. Each project must use a different set of components and component leads.

**Answer: A**

Explanation:

When splitting a single company-managed project into two, you must determine whether the new projects can share configuration schemes (e.g., issue type scheme, workflow scheme, notification scheme) or require unique schemes to meet specific requirements. The requirement that necessitates a unique scheme is the Fix Versions field must be mandatory for one of the projects (Option D), as this requires a distinct field configuration scheme.

\* Explanation of the Correct Answer (Option D):

\* Making the Fix Versions field mandatory for one project but not the other requires a unique field configuration scheme. In Jira, field configurations control whether fields are required, hidden, or optional. A field configuration scheme maps field configurations to issue types, and each project can have its own field configuration scheme. To make Fix Versions mandatory for one project, a new field configuration must be created and associated with that project's scheme.

\* Exact Extract from Documentation:

Configure field settings for a project

Field configurations define the behavior of fields (e.g., required, optional, hidden) for specific issue types.

Each project can have its own field configuration scheme, which maps field configurations to issue types.

To make a field required:

\* Create or edit a field configuration (in Settings > Issues > Field configurations).

\* Find the field (e.g., Fix Versions) and mark it as Required.

\* Associate the field configuration with a field configuration scheme.

\* Assign the field configuration scheme to the project in Project settings > Fields. If two projects need different field behaviors (e.g., Fix Versions required in one but not the other), they must use separate field configuration schemes. (Source: Atlassian Support Documentation, "Configure field settings")

\* Why This Fits: The requirement to make the Fix Versions field mandatory for one project but not the other cannot be achieved with a shared field configuration scheme, as field configurations apply uniformly to all projects using the same scheme. A unique field configuration scheme is necessary.

\* Why Other Options Are Incorrect:

\* Each project must use a different set of components and component leads (Option A):

\* Components and component leads are configured at the project level, not through a scheme. Each project can have its own components and leads without requiring a unique scheme, so this requirement does not necessitate a new scheme.

\* Extract from Documentation:

Manage components

Components are project-specific and configured in Project settings > Components. Each project can have its own set of components and component leads, independent of schemes.

(Source: Atlassian Support Documentation, "Manage components in Jira Cloud")

\* Each project must send notifications from a different email address (Option B):

\* Notifications in company-managed projects are controlled by the notification scheme, which defines who receives notifications for specific events. However, the email address used for sending notifications is configured at the system level (via Settings > System > Outgoing email) or per project for custom sender addresses (if supported by the Jira instance). This does not inherently require a unique notification scheme, as the sender address is not tied to the scheme itself.

\* Extract from Documentation:

Configure outgoing email

The sender email address for notifications is set globally or per project in Settings > System > Outgoing email

. Notification schemes define recipients, not the sender address.

(Source: Atlassian Support Documentation, "Configure email in Jira Cloud")

- \* Sprints must be managed by a different set of users in each project (Option C):
- \* Sprint management is controlled by permissions in the permission scheme, specifically the Manage Sprints permission. Both projects can share the same permission scheme, as permissions can be granted to project-specific roles, groups, or users. For example, different project roles can be assigned the Manage Sprints permission in each project, allowing different users to manage sprints without requiring a unique scheme.
- \* Extract from Documentation:  
Manage sprints  
The Manage Sprints permission is granted in the permission scheme to specific roles, groups, or users.  
Projects can share a permission scheme, with permissions scoped to project-specific roles (e.g., Project A's Administrators vs. Project B's Administrators).  
(Source: Atlassian Support Documentation, "Manage permissions in Jira Cloud")
- \* Additional Notes:  
\* The need for a unique field configuration scheme for Option D arises because field configurations are applied at the scheme level, and a single scheme cannot have different rules (e.g., required vs. optional) for the same field across projects.  
\* For other requirements (A, B, C), project-level settings or shared schemes with role-based scoping can accommodate the differences, making unique schemes unnecessary.

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Atlassian Support Documentation: Configure field settings  
Atlassian Support Documentation: Manage components in Jira Cloud  
Atlassian Support Documentation: Configure email in Jira Cloud  
Atlassian Support Documentation: Manage permissions in Jira Cloud

#### NEW QUESTION # 66

The Customer Relations team has just been given access to Jira. They can see two projects but not the project boards. They created several advanced searches and want other project members to see the results. Which permission do they require without receiving too much access?

- A. Administer Jira
- **B. Share dashboards and filters**
- C. Board administrator
- D. Browse Projects

**Answer: B**

Explanation:

The Customer Relations team can see two projects (indicating they have Browse Projects permission) but not the project boards, and they want to share advanced searches (filters) with other project members. The permission required to share filters without granting excessive access is the Share dashboards and filters global permission (Option B).

\* Explanation of the Correct Answer (Option B):

\* The Share dashboards and filters global permission allows users to share filters and dashboards with other users, groups, or roles.

This permission is necessary for the team to make their advanced searches visible to other project members. It is a targeted permission that does not grant additional administrative or project-level access.

\* Exact Extract from Documentation:

Share dashboards and filters permission

The Share dashboards and filters global permission allows users to share filters and dashboards with other users, groups, projects, or the entire organization.

To grant this permission:

\* Go to Settings > System > Global permissions.

\* Add a user, group, or role to the Share dashboards and filters permission. Note: This permission is required to make filters or dashboards accessible to others, but it does not grant access to view issues or manage boards. (Source: Atlassian Support Documentation,

"Manage global permissions")

\* Why This Fits: The Share dashboards and filters permission directly enables the team to share their advanced searches (filters) with other project members without granting unnecessary privileges, making Option B the correct choice.

\* Why Other Options Are Incorrect:

\* Browse Projects (Option A):

\* The Browse Projects permission allows users to view issues in a project. Since the team can already see two projects, they likely have this permission. It does not control the ability to share filters or access project boards.

\* Extract from Documentation:

The `Browse Projects` permission allows users to view issues and projects. It does not include sharing filters or managing boards. (Source: Atlassian Support Documentation, "Manage project permissions")

\* Board administrator (Option C):

\* The `Board administrator` role (or `Manage Sprints` permission for company-managed projects) allows users to manage boards, including viewing and editing them. While this would allow the team to see project boards, it grants excessive access (e.g., modifying sprints) and does not address sharing filters.

\* Extract from Documentation:

Board administrators can manage board settings and sprints. This role is not required to share filters or dashboards.

(Source: Atlassian Support Documentation, "Manage boards in Jira Cloud")

\* Administer Jira (Option D):

\* The `Administer Jira` permission (Jira administrator role) grants full access to global settings, including user management, schemes, and permissions. This is far too much access for the team's needs, which are limited to sharing filters.

\* Extract from Documentation:

The `Administer Jira` permission grants access to all global settings. It is not needed for sharing filters or viewing boards.

(Source: Atlassian Support Documentation, "Manage global permissions")

\* Additional Notes:

\* The team's inability to see project boards likely stems from lacking the `View Development Tools` or `Manage Sprints` permission, or not being board administrators. However, the question focuses on sharing filters, so `Share dashboards and filters` is the relevant permission.

\* The permission can be granted to the team via a group in `Settings > System > Global permissions`.

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Atlassian Support Documentation: Manage global permissions

Atlassian Support Documentation: Manage project permissions





Atlassian Support Documentation: Manage boards in Jira Cloud

Atlassian Support Documentation: Manage filters in Jira Cloud

#### NEW QUESTION # 67

Tom has asked you why the numbers returned by his searches are not right.

He shows you three JQL queries:

JQL	Number of Results
 project = "Cake baking"	42
  project = "Cake baking" and fixVersion = 1.1.0	6
 project = "Cake baking" and fixVersion != 1.1.0	22

How can you fix this?

- A. Identify the missing issues and change the permissions so that everyone can see them.
- B. Change the query to project = "Cake Baking" and fixVersion not in (1.1.0).
- C. Change the query to project = "Cake Baking" and fixVersion ~ 1.1.0.
- D. Change the query to project = "Cake Baking" and ( fixVersion is empty or fixVersion != 1.1.0 ).
- E. Rename the versions so they do not contain periods.

**Answer: A**

#### NEW QUESTION # 68

Gary is no longer receiving notifications when his colleagues modify issues that he is watching. You already verified that watchers should be notified. Which personal setting did Gary update?

- A. Watch your issues
- B. You make changes to the issue
- C. Notifications for relevant issues
- D. Email notifications format

## Answer: C

### Explanation:

The scenario indicates that Gary is no longer receiving notifications for issues he is watching, despite the notification scheme being correctly configured to notify watchers. This suggests that Gary has modified a personal setting that controls whether he receives notifications for watched issues. Based on Jira Software Cloud documentation, the relevant personal setting is "Notifications for relevant issues" (Option D).

### Explanation of the Correct Answer (Option D):

In Jira Cloud, users can control their notification preferences through their personal settings in the user profile. The setting "Notifications for relevant issues" determines whether a user receives email notifications for events they are associated with, such as being a watcher of an issue.

If Gary disabled this setting (i.e., turned off notifications for relevant issues), he would stop receiving notifications for issues he is watching, even if the project's notification scheme is configured to notify watchers.

### Exact Extract from Documentation:

#### Manage your Jira notification emails

You can choose whether you want to receive email notifications about activity in your Jira products. For example, you can choose to receive emails when you're added as a watcher to an issue, or when an issue you're working on is updated.

To manage your notification preferences:

From your Jira site, select your profile picture in the top right and select Personal settings.

Under Email notifications, select whether you'd like to receive notifications for relevant issue activity.

On: Receive emails for issue activity you're associated with, like when you're a watcher, assignee, or reporter.

Off: Don't receive emails for issue activity, even if you're associated with the issue.

Note: This setting doesn't affect emails about your account, like password resets. To manage those, update your Atlassian account preferences.

(Source: Atlassian Support Documentation, "Manage your Jira notification emails") Why This Fits: The documentation explicitly states that turning off the "Notifications for relevant issues" setting prevents a user from receiving emails for issue activity they are associated with, including as a watcher. Since Gary is no longer receiving notifications for watched issues, this is the most likely setting he updated.

### Why Other Options Are Incorrect:

#### Watch your issues (Option A):

This option refers to a setting that automatically adds a user as a watcher to issues they create or are assigned to. However, the question states that Gary is already watching the issues (since he was receiving notifications previously), so this setting is not relevant. Disabling this setting would only prevent Gary from being automatically added as a watcher to new issues, not stop notifications for issues he is already watching.

### Extract from Documentation:

#### Watching issues

You can watch an issue to receive email notifications whenever it's updated. By default, you may automatically watch issues you create or are assigned to, depending on your notification settings.

To change your auto-watch settings:

Select your profile picture and then select Settings.

Under Jira settings, select whether to automatically watch issues you create or are assigned to.

(Source: Atlassian Support Documentation, "Watch issues and manage your watchlist") You make changes to the issue (Option B):

This option is not a standard personal setting in Jira Cloud. There is no user-level setting that specifically toggles notifications based on whether the user themselves makes changes to an issue. Notifications are controlled by the notification scheme and the user's email notification preferences, not by a setting tied to the user's own changes.

#### Email notifications format (Option C):

This setting allows users to choose the format of email notifications (e.g., HTML or text). Changing this setting affects how notifications are displayed, not whether they are sent. Therefore, it would not cause Gary to stop receiving notifications entirely.

### Extract from Documentation:

#### Email format

You can choose whether notifications are sent in HTML or text format. This is managed in your Atlassian account settings, under email preferences.

(Source: Atlassian Support Documentation, "Manage your Atlassian account") Additional Notes:

The question specifies that the notification scheme is correctly configured to notify watchers, so the issue lies with Gary's personal settings, not the project or system configuration.

The "Notifications for relevant issues" setting is a global toggle that affects all notifications for issue activity a user is associated with, making it the most direct cause of Gary's issue.

### References:

Atlassian Support Documentation: Manage your Jira notification emails

Atlassian Support Documentation: Watch issues and manage your watchlist Atlassian Support Documentation: Manage your Atlassian account

### NEW QUESTION # 69

Below are the requirements for two new fields to be used in a company-managed project:

- \* Allow a single option from a dropdown list of options.
- \* Allow bold and underlined text.

Identify the two field types you need to use. (Choose two.)

- A. Checkboxes
- B. Paragraph
- C. Radio buttons
- D. Short text

**Answer: B,C**

Explanation:

To meet the requirements for two new fields in a company-managed project, one field must allow selecting a single option from a dropdown list, and the other must allow bold and underlined text. The appropriate field types are Radio buttons (Option C) for the dropdown list and Paragraph (Option B) for bold and underlined text.

\* Explanation of the Correct Answers:

\* Radio buttons (Option C):

\* The requirement to allow a single option from a dropdown list of options is met by a Radio buttons custom field. This field type presents a list of predefined options in a radio button format, allowing users to select exactly one option, similar to a dropdown list. In Jira, radio buttons are often used interchangeably with Select List (single choice) for single-selection lists, and both fulfill the requirement.

\* Exact Extract from Documentation:

Custom field types

The Radio buttons field type allows users to select one option from a predefined list, presented as radio buttons.

To create:

\* Go to Settings > Issues > Custom fields.

\* Create a new field and select Radio buttons.

\* Define the list of options. Note: Radio buttons are similar to Select List (single choice) and are used for single-selection dropdown-like functionality. (Source: Atlassian Support Documentation, "Manage custom fields in Jira Cloud")

\* Why This Fits: The Radio buttons field type provides a single-selection list, meeting the requirement for a dropdown list of options.

\* Paragraph (Option B):

\* The requirement to allow bold and underlined text is met by a Paragraph custom field (also known as Text Field (multi-line)). This field type supports rich text input, including formatting options like bold and underlined text, using a WYSIWYG editor or wiki-style markup.

\* Exact Extract from Documentation:

Custom field types

The Paragraph (or Text Field (multi-line)) field type allows users to enter multiple lines of text with rich text formatting, including bold, underline, and other styles.

To create:

\* Go to Settings > Issues > Custom fields.

\* Create a new field and select Paragraph. Note: The rich text editor supports formatting like bold and underline, or users can use wiki-style markup (e.g., bold, underline). (Source: Atlassian Support Documentation, "Manage custom fields in Jira Cloud")

\* Why This Fits: The Paragraph field supports rich text formatting, including bold and underlined text, meeting the second requirement.

\* Why Other Options Are Incorrect:

\* Short text (Option A):

\* A Short text (or Text Field (single line)) custom field allows single-line text input but does not support rich text formatting like bold or underlined text. It is unsuitable for the second requirement and does not provide a dropdown list for the first requirement.

\* Extract from Documentation:

The Short text field type is for single-line plain text and does not support rich text formatting like bold or underline.

(Source: Atlassian Support Documentation, "Manage custom fields in Jira Cloud")

\* Checkboxes (Option D):

\* A Checkboxes custom field allows users to select multiple options from a predefined list.

The first requirement specifies a single option, making checkboxes unsuitable, as they are designed for multiple selections.

\* Extract from Documentation:

The Checkboxes field type allows multiple selections from a list. For single-selection lists, use Radio buttons or Select List (single choice).

(Source: Atlassian Support Documentation, "Manage custom fields in Jira Cloud")



