

# Access Request for Jira

We are using Jira as a DevOps Board helps your team manage the entire software delivery lifecycle, from planning and coding to deployment and operations, all in a transparent and collaborative environment

Knowledge Article - <https://syensqo-dwp.onbmc.com/dwp/app/#/knowledge/KBA00015401/rkm>

OR

**Syra Link** - <https://syensqo-dwp.onbmc.com/dwp/rest/share/OJSXG33VOJRWKVDZOBST2U2CL5IFET2GJFGEKJTUMVXGC3TUJFSD2QKHI5AUISZQGNCDITBRJ5AVGN2JJ43VOUZXFHTOV2BHBKVEJTSMVZW65LSMNSUSZB5GEZDEMBGMNXW45DFPB2F16LQMU6UGQKUIFGE6R27JBHU2RI=>

## Steps to follow -

- Click on Request now

< Back Details ☆ Favorite → Share

**Application Access Request (Generic)**  
Access & Applications

**Description**  
Application Access Request (Generic). This request is for raising access to Applications  
For all access requests related to Helix ITSM / Syra, please submit a "BMC Helix Access Management" service request

Quantity: 1

Request now

Add to Cart

Request for: Neha Nayak Edit

- Verify your details and Click Next

< Application Access Request (Generic) Checkout

Neha

Last Name  
Nayak

E-mail  
neha.nayak-ext@syensqo.com

Manager  
Hrishikesh Nandanwar

Entity  
F INFORMATION TECHNOLOGY

Job Function  
External

Country  
India

Office Phone  
###

Mobile Phone

Security Flags

Next

Request Details

- Another page will appear, fill in all details.



Application Access Request (Generic)

Request for Edit Quantity

Neha Nayak 1

✔ User Details

➔ Request Details

Type of Request (required)

Select

Please select the application (required)

Search from available values

Additional Information (required)

Type of Request - User Creation

- Please select the application - Jira

**Business Justification** - Joining the Data Team and going to work on Azure Data Platform. Hence require Jira to access board to create and update tasks. Additional Information – This is important, request will not approve and processed further without full details, so make sure to copy below details.

Access Details

- Why do you need access to Jira? **Answer:** Project Management/Task creation and Updating
- Which Jira product do you need access to? **Answer:** We need access to “**Azure Data Squads**” space
- Access Level Requested: **Answer:** Project Contributor
- Business justification for access? **Answer:** Working as a Data engineer in the team, i would need to see the Jira board and create and update the task.
- Is this access temporary? **Answer:** No
- Do you require any special permissions (e.g., creating projects, manage workflows)? **Answer:** No Special Permission needed, Only I should be able to see and update the task/epic/user story.
- Fill the below document attached, and add the filled document as attachments in this ticket.  
[Jira access request - Business Needs Questionnaire.docx](https://docs.google.com/document/d/10yQ-XxdG1hGYikol-7wILMz4QR41HY7XqzS9zYt4F-A/edit?tab=t.0#heading=h.tmttw058pa5l)  
<https://docs.google.com/document/d/10yQ-XxdG1hGYikol-7wILMz4QR41HY7XqzS9zYt4F-A/edit?tab=t.0#heading=h.tmttw058pa5l>
- Submit the ticket.

Validation – Once request is approved, try accessing Jira portal

Link: [Data teams Epics/Features - Kanban Board - Jira](#)

Note: If you don't get invited by email or Gchat then please follow up with the ticket owner.