Reviewers are requested to provide comments via JIRA (Wiki and JIRA use the same credentials, so if you can see this page, then you can use JIRA).

**If you have no edits or comments to a page:**

1. Click ‘Like’ at the bottom of the page. This will help us determine who has read each page.

**To add comments to JIRA from within the Wiki:**

1. Select the text to which you wish to attach the comment. After a moment, a small contextual menu should appear.

   - If the text you have selected is not unique on the page, or contains any links or images, the JIRA Connector will be unable to find right place to automatically insert the issue upon creation. In most cases, five words of plain text should be enough to ensure a unique text string, but this is not guaranteed.
   - Depending on your browser, the JIRA Connector may also experience difficulties if the content to which you wish to add the issue is mirrored from another page. Reviewers are recommended to enter comments on the content’s source page whenever feasible.

2. Within the contextual menu, click on the icon that looks like an arrow (as shown to the right). This will trigger an abbreviated Create Issue form.

   - If you get a notice that “Atlassian JIRA needs your permission to connect to Confluence” instead, click on “Allow”, and then “Allow” again. When you are returned to the page in the Wiki, the Create Issue form should be open.

3. Check to make sure the project selected is **ADaM Oncology.**
   a. If it isn’t, use the drop-down list to change the project.
4. Fill out the Description and click the “Create” button to submit your issue.
   - In case of technical difficulties, please make sure to provide a detailed comment, so the team can address it properly.
5. The page should automatically update with your comment inserted in place.

Instructions for creating an issue from within Confluence (the Wiki) can be found here: [https://confluence.atlassian.com/doc/use-jira-applications-and-confluence-together.html](https://confluence.atlassian.com/doc/use-jira-applications-and-confluence-together.html)

**To add comments from within JIRA:**

1. Go to the ADaM Oncology project in JIRA at: [https://jira.cdisc.org/projects/ADAMONC](https://jira.cdisc.org/projects/ADAMONC).
   - Keeping JIRA open in a separate window to capture comments is easier than navigating back and forth between the Wiki and JIRA.
2. Click on the “Create” button in the top menu to bring up the Create Issue form.
3. Make sure the issue type is set to “Review Comments”.
4. Fill out the form.
   a. Provide a short summary of your comment in the “Summary” field.
   b. Enter your comment in the “Description”. To help the team address your comment properly, please provide a detailed comment.
5. Click the “Create” button to submit.
Instructions for creating an issue can be found here: https://confluence.atlassian.com/display/JIRA/Creating+an+Issue