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.

   ![Icon with 3 arrows]

   a. Within the contextual menu, click on the icon with 3 arrows. This will trigger an abbreviated Create Issue form.

   2. In the contextual menu, click on the icon with 3 arrows. This will trigger an abbreviated Create Issue form.

   ![Create task]

   a. Check to make sure the project selected (the first part of the first line under the title of the form) is Traditional Chinese Medicine - Acupuncture (TCMACU).
   b. Fill in the description and click the "Create" button to submit your comment.
   c. 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 Acupuncture project in JIRA at: [http://jira.cdisc.org/projects/TCMACU](http://jira.cdisc.org/projects/TCMACU)

   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, and any additional, details in the "Description" field. To help the team address your comment properly.
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](https://confluence.atlassian.com/display/JIRA/Creating+an+Issue)