

How to Search and update Jira Issues

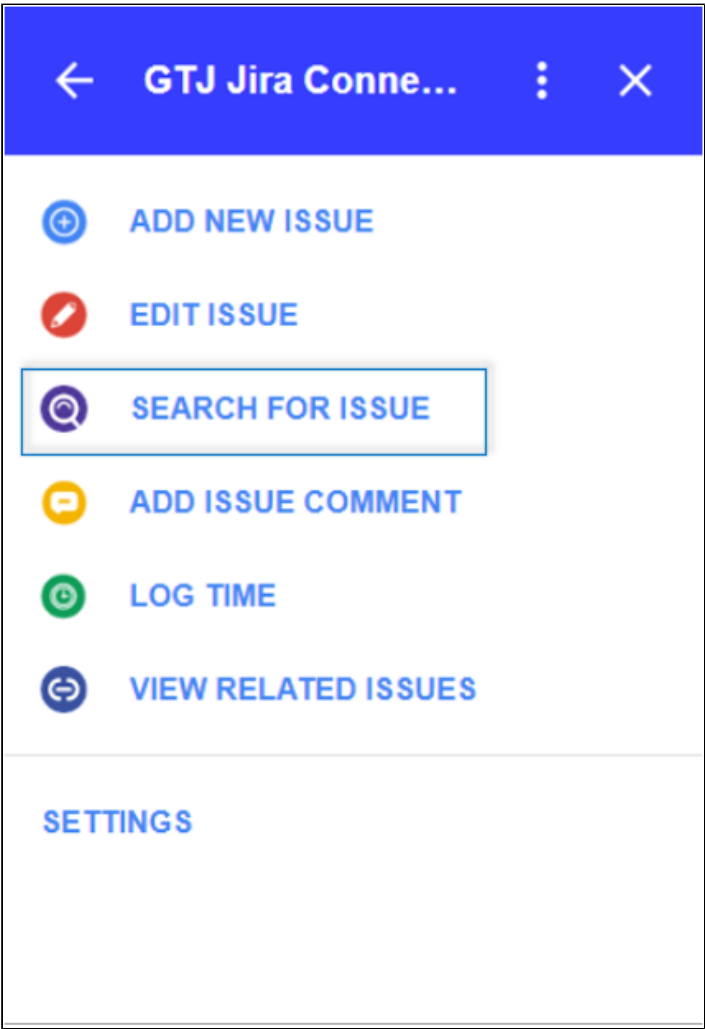
Overview

Learn how to search and update a Jira issue.

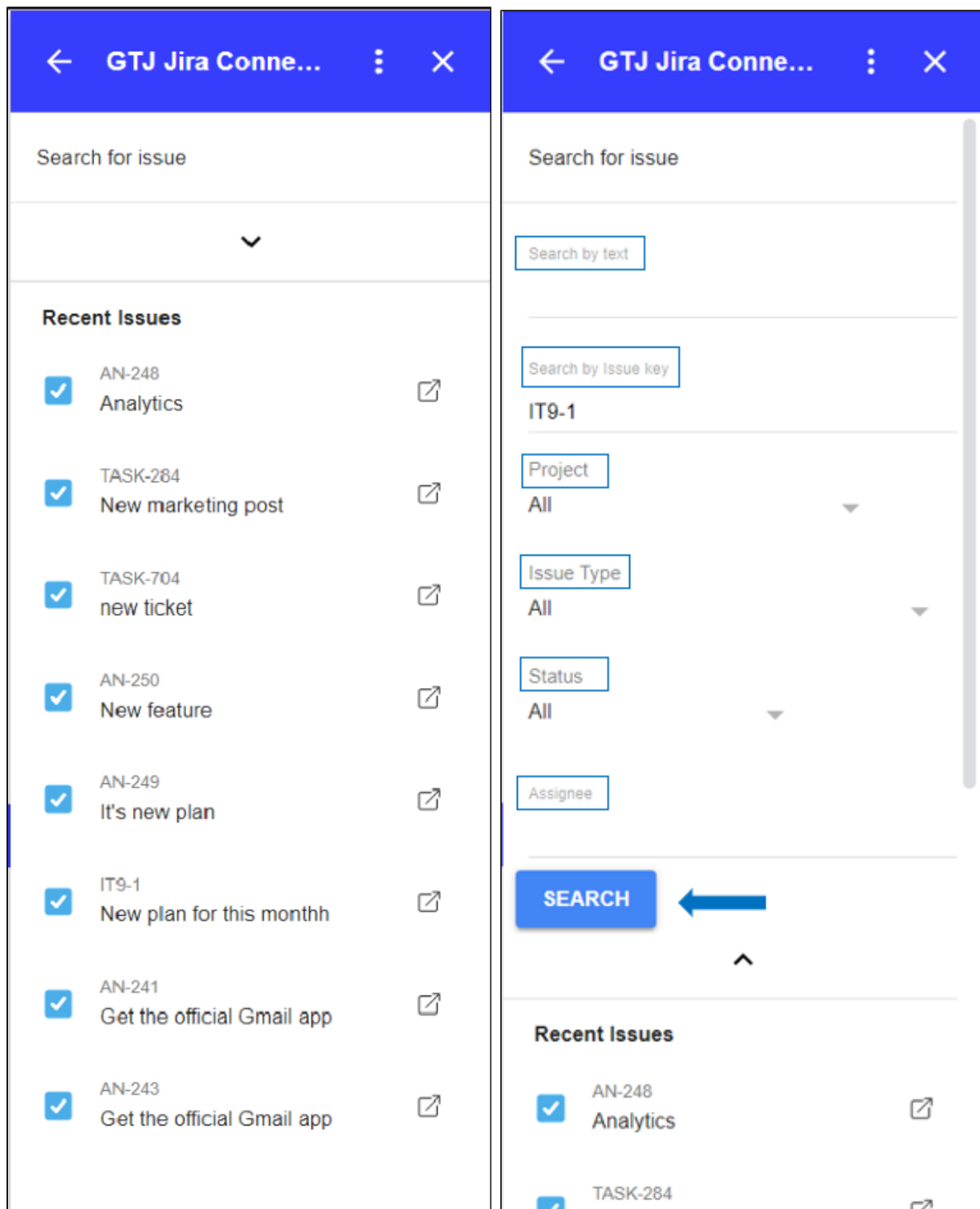
Quick Steps

Step #	Action
1	Go to your Gmail account, or Calendar
2	Open the GTJ Jira Connector add-on, after opening an email, or selecting an event
3	Click on Search for issue option
4	Search for an issue and select the desired one
5	Once selected, the edit page is opened, you can edit the fields you want
6	Once done, click on Edit button

- Click on 'Search for issue' option from the home page menu.



- Select an issue from recent issues list, or Search for issue, & select one



- After Selecting your desired issue, you'll be redirected to the edit issue screen
- Edit the fields you want
- Once done Click on the **Edit** button, or click on 'Cancel' to discard the changes.


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GTJ Jira Conne...


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IT9-1 : New plan for this monthh



Project
IT9



Issue Type
task

Summary

New plan for this monthh

Required

Reporter

Jessica Blanchet

Priority

High ▼

version

v2 ▼

Due date

May 12, 2023

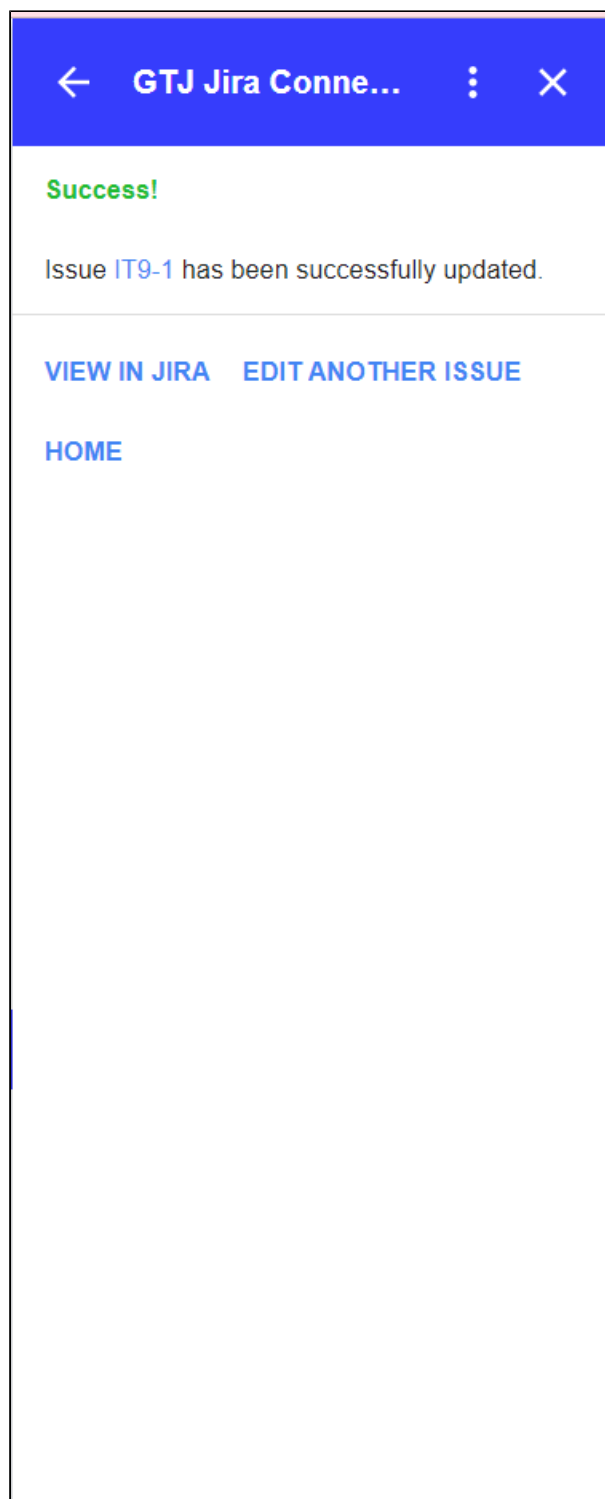
Date

Assignee

CANCEL

EDIT

- You have successfully updated Jira issue fields!



- [How to Link Jira Issues When Composing an Email](#)
- [How to Search and update Jira Issues](#)
- [How to Edit Jira Issues with GTJ Jira Connector \(Google Workspace Add-on\)](#)
- [How to Attach Files to Jira Tickets with GTJ Jira Connector \(Google Workspace Add-on\)](#)
- [How to Log Time with GTJ Jira Connector \(Google Workspace Add-on\)](#)
- [How to View Related Issues with GTJ Jira Connector \(Google Workspace Add-on\)](#)
- [How to Create New Issue with GTJ Jira Connector \(Google Workspace Add-on\)](#)
- [How to Add New Comment on Jira Issues with GTJ Jira Connector \(Google Workspace Add-on\)](#)