# **Administration Guide**

# INSTALLATION GUIDE

MLCS can be installed either from the Marketplace or as a jar.

Log in into Jira as an administrator and go to **Administration > Plugins > Find new Add-ons**. Write "Multi Level Cascading Select List" in the search box and then click on "Buy now" or "Free trial".

If your Jira instance cannot access to the Marketplace, you can the download of the package here, and upload it through the Atlassian Universal Plugin Manager in the Jira Administration section: Administration > Plugins > Manage Add-ons > Upload plugin.

#### Note

If you are upgrading from versions < 3.0, you need to rebuild the JIRA index.

## ADMINISTRATION GUIDE

To create a new Multi Level Cascading Select List field, go to Administration > Issues > Custom Fields > Add Custom Field:

	Create Custom Field: Choose the field type (Step 1 of 2)
	Choose the field type from the list below. 25 types available.
le Type Schemes	S Find more custom fields
b-Tasks	O Bug Import Id A read-only custom field that points back to the previously imported bug id.
RKFLOWS	O Date Picker
orkflows	A custom field that stores dates and uses a date picker to view them
rkflow Schemes	Free Text Field (unlimited text) A multilline text area custom field to allow input of longer text strings.
REENS	A Hiddon Job Switch
reens	Hidden switch programmatically set whether or not to create a Perforce job.
reen Schemes	Job Checkbox Checkbox to choose whether or not to create a Perforce job.
ue Type Screen hemes	O Multi Checkboxes
LDS	Choose multiple values using checkboxes.
stom Fields	Multi Select Choose multiple values in a select list.
eld Configurations	O Multi-Level Cascading Select
ld Configuration	Cascading select list supporting any number of levels
hemes	O Project Picker
	Choose from projects that the user can view in the system.
ituses	Read-only Text Field     A read-only text label. Only possible to create values programmatically (Used internally for imports
solutions	from Mantis). Maximum of 255 characters.

and select the Multi-Level Cascading Select field type. Add name, description, context and then select in which screens you want to add the field.

### To add values to the field, select Configure from the field list:

ISSUE TYPES	Custom Fields			Custom Field 🔓 Find More Custom F	ields (?
Issue Types Issue Type Schemes	Name	Туре	Available Context(s)	Screens	
Sub-Tasks	MultiLevel Example of Multi level cascading select.	Multi-Level Cascading Select - Eng	Issue type(s): Global (all issues)	Default Screen	٥-
Workflows			Project(s): Demonstration	Workflov Edit Translate	
Workflow Schemes				Screens	
SCREENS				Delete	

and then Configure Options.

After you've added the values for the first level, To add new options as children of an existing one, click the Configure link and start adding new options:

Custom Fields / Configure Custom Field Edit Options for Custom Field : MultiLevel

+ Add option Sort options alphabetically

	Position Option		Operations		
	1	1		Configu	re · Edit · Delete · Disable
	Custom Fields	Configure Cu	stom Field		
	Edit Optic	ons for Cu	istom Field : MultiLevel	+ Add option	Sort options alphabetically
	< 1				
	Position	Option		Operati	ons
	1	1.1		Configu	re · Edit · Delete · Disable
N N	VORKFLOWS Vorkflows Vorkflow Schemes	<b>Defau</b> Default	It Configuration Scheme for MultiNumbe	er	
5	CREENS		Applicable contexts for scheme:	Edit Configuration	
5	Screens			lssue type(s): Global (all issues)	
5	Screen Schemes		Default Value:	Edit Default Value 1 - 1.3	
5	ssue Type Screen Schemes		Options:	Edit Options	
F	TELDS			• 1	
(	Custom Fields			= 1.1.1	4.4
F	Field Configurations			= 1.1.	1.2
F	Field Configuration Schemes			■ 1.1.2 ∘ 1.2 ∘ 1.3	
B	SSUE ATTRIBUTES			• 2 • 2.1	
5	Statuses			■ 2.1.1 ■ 2.1.2	
F	Resolutions			= 2.1.2 = 1.1.1	
F	Priorities			• 2.2 • 3	
ŀ	ssue Security Scheme	S		• 1	
1	Notification Schemes				

You can select a default value for the field, clicking on the link Configure Default Value:

ISSUE TYPES	Set Custom Field Defaults				
Issue Types	Set the custom field default values for custom field: MultiNumber				
Issue Type Schemes	MultiNumber: 1.3 Please select 🗘 Please select				
Sub-Tasks	Set Default Cancel				