# Create, configure and edit a rule

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A very basic rule only consists of two elements: a trigger (mostly a Jira event like an issue update) that kicks off the rule and an action (like adding a comment) that will be performed automatically.

Optionally you can further refine your rule by configuring selectors and conditions.

## First steps of creating a rule

Create a new rule and give it a unique name and a description (optional).

## The basic elements of an automation rule

Learn more about triggers, selectors, co nditions, actions and their configuration.

Choose the trigger your rule should listen to. The dialogue opens automatically since every rule starts with a trigger.

3

Optional: if you want to further refine your rule add selectors and/or conditions.

Add the action you want to add and configure it according to your needs.

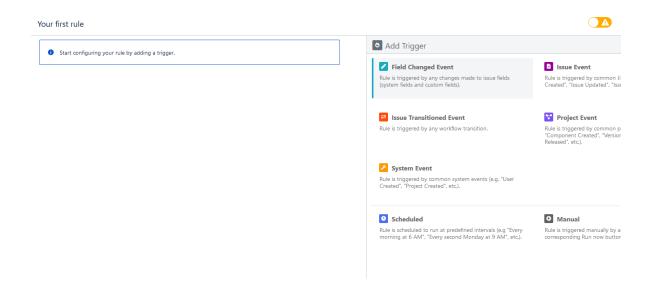
Enable the rule by clicking on the Enable button



#### Example of creating a rule

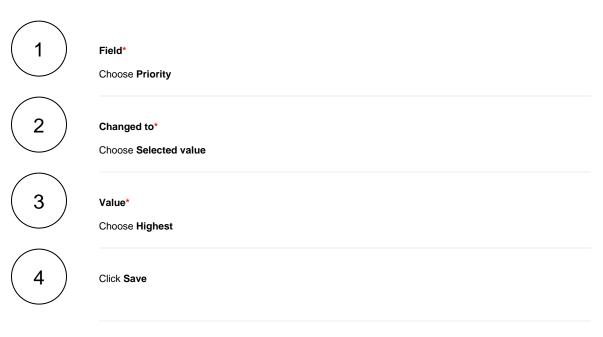


Create a new rule and give it a unique name and a description (optional).



2 Configure the trigger

Since we want to add a comment **when** the priority of an issue is updated we need the trigger to listen to the **Field Changed Event**.



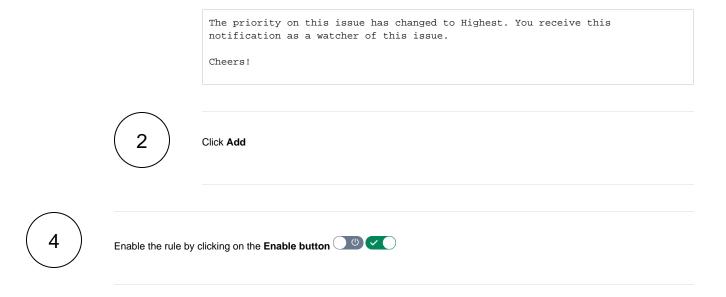
(3)

Configure the action

Since we want to automatically add a comment to all issues we need to choose the Add Comment action.

In this example we just leave a generic plain text comment.

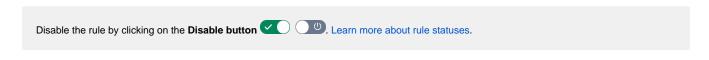




#### Edit a rule

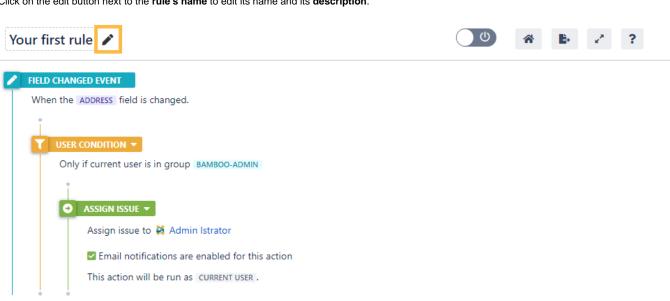
Once you have created a rule, you can edit its name, its description and its elements.

The name and description can be updated at any time. If you want to update any configuration element you need to disable the rule first.



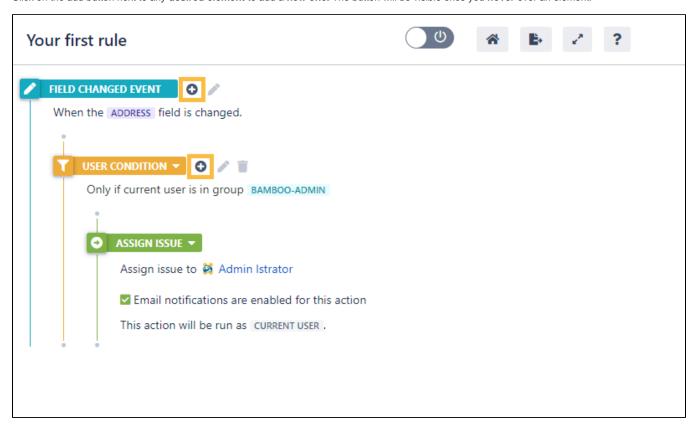
## Edit the name and description

Click on the edit button next to the rule's name to edit its name and its description.



#### Add a new element

Click on the add button next to any **desired element** to add a **new one.** The button will be visible once you **hover** over an element.



If you click on the add button next to the **condition** you would have a **nested condition**.

You cannot add further elements to an action.

#### Delete an element

Click on the **delete** button next to the element you want to delete from the rule.



If you delete an element, all its **nested elements** will be deleted too.

## Element hierarchy

You can add elements under or next to existing elements. JWT will respect the hierarchy and the order of elements when processing the rule.



#### Useful UI hacks

Check out these fine little hacks that will make your life easier when working with rules.

# Reorder elements using drag and drop

When you **hover** over an element's name, you will notice the **arrow cross** symbol. This means that the element is available for drag and drop (meaning it can be moved within the rule).

When starting to drag an element by clicking and holding the left mouse button, valid drop targets are marked with a + symbol.

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All elements except triggers can be moved.

# Expand and collapse elements

Click on an element to collapse or expand it and all its nested elements.

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The sidebar can be completely expanded by clicking on the expand icon in the upper right-hand corner of the sidebar for a smooth item configuration.

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If you still have questions, feel free to refer to our support team.