

# Project - Templates

Xporter allows Project administrators to create and manage Templates on the Project level.

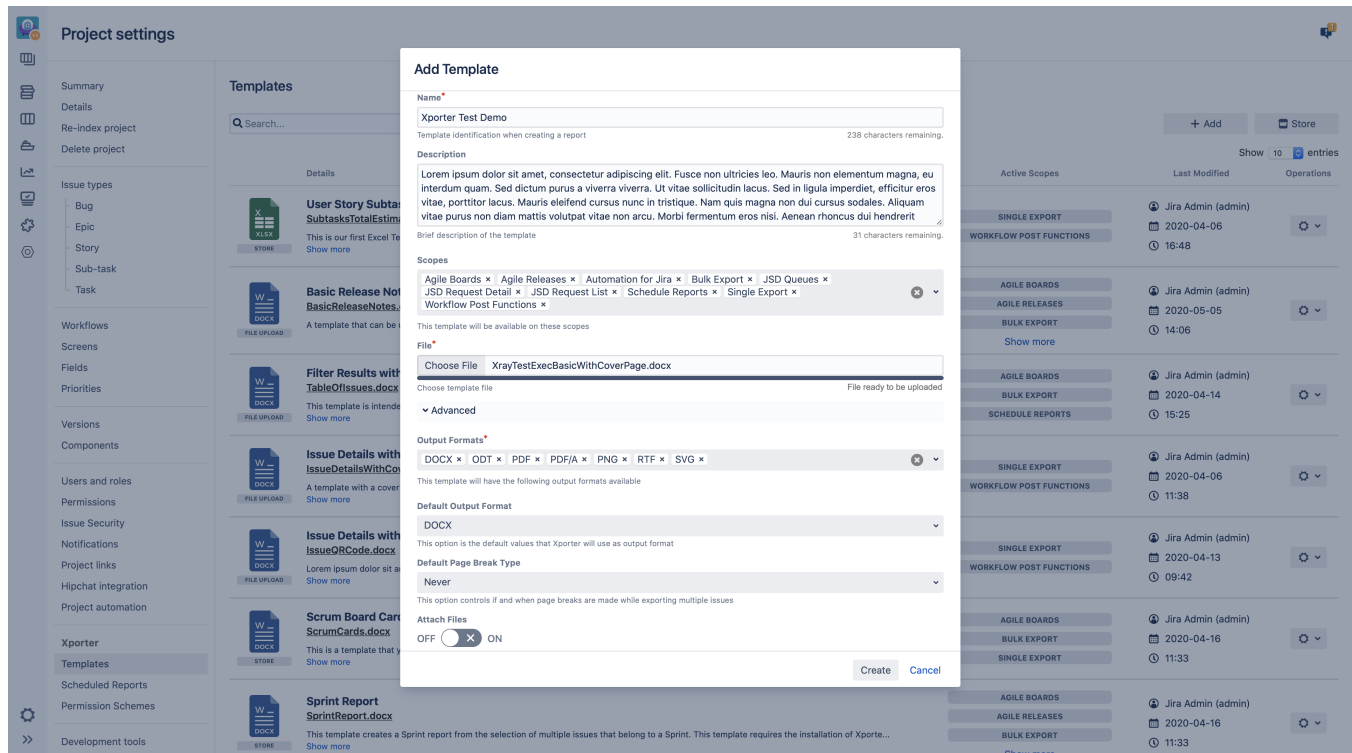
All features related to [Templates](#) management on App Administration are included at this level of configuration.



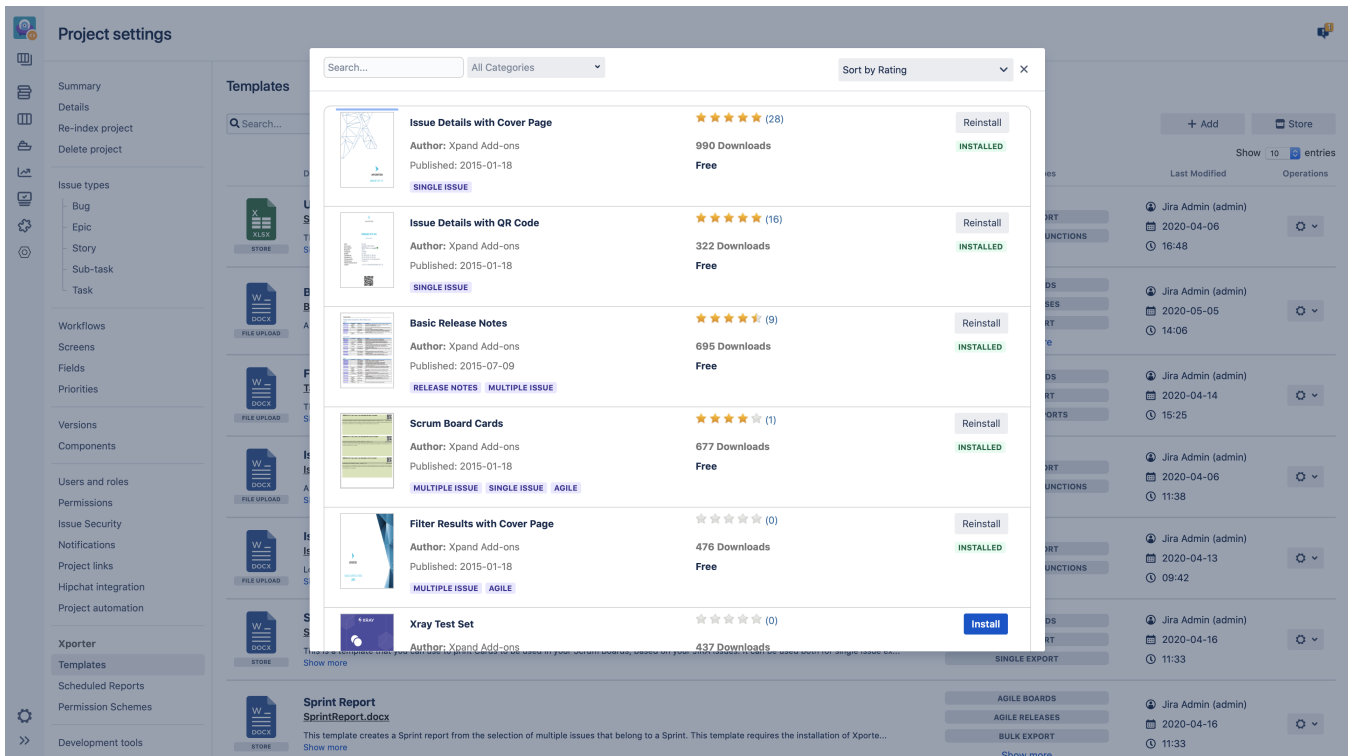
To access this page just choose a project from your Jira instance and go to Project Settings > Templates. Only project administrators will have access.

From now on, Project administrators will be able to add, edit, and delete new templates on the project level.

As you can see in the image below, when a user is adding a new template, it will initialize the scopes, output format, and page break for each template added.



Furthermore, the Xporter store will also be available on the project level. With the store available, the Project Administrator will have the possibility to install templates directly from the store and use them on the project context.



**i** The project Templates **do not have** the Xporter Reports scope.  
This is related to the fact the Xporter Reports doesn't have any project context.

Xporter will have the same presentation as it already has on the administration section and all the functionalities will be available on the project level.

A user has the **operations** section that allows them to change and delete an existing template, set the scopes for each of them, and set a template as default.

Please be aware, after setting a template as default on the project level, this template will overlap the administration default template.

- [Summary](#)
- [Details](#)
- [Re-index project](#)
- [Delete project](#)

- Issue types
  - Bug
  - Epic
  - Story
  - Sub-task
  - Task

- Workflows
- Screens
- Fields
- Priorities

- Versions
- Components

- Users and roles
- Permissions
- Issue Security
- Notifications
- Project links
- Hipchat integration
- Project automation

- Xporter
  - Templates**
  - Scheduled Reports
  - Permission Schemes
- 
- Development tools

## Templates








Search...

+ Add

 Store

Show 10 entries

Last Modified	Operations
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 <b>User Story Subtasks Estimates</b> <b>SubtasksTotalEstimate.xlsx</b> This is our first Excel Template. It builds a Excel Document with all the subtasks of a user story and the sum of the original estimate of all the sub... <a href="#">Show more</a>	<div> <div>DEFAULT</div> <div> <div>SINGLE EXPORT</div> <div>WORKFLOW POST FUNCTIONS</div> </div> </div>	<div> <div>Jira Admin (admin)</div> <div> <div>2020-04-06</div> <div>16:48</div> </div> </div>
 <b>Basic Release Notes</b> <b>BasicReleaseNotes.docx</b> A template that can be used to produce friendly release notes with tables for each issue type of the release.	<div> <div>ATTACHMENTS ENABLED</div> </div>	<div> <div> <div>AGILE BOARDS</div> <div>AGILE RELEASES</div> <div>BULK EXPORT</div> <div>Show more</div> </div> <div> <div>Jira Admin (admin)</div> <div> <div>2020-05-05</div> <div>14:06</div> </div> </div> </div>
 <b>Filter Results with Cover Page</b> <b>TableOfIssues.docx</b> This template is intended to be used in multiple issues export. It displays a cover page and exports all the issues selected in a filter to a table. W... <a href="#">Show more</a>	<div> <div>ATTACHMENTS ENABLED</div> </div>	<div> <div> <div>AGILE BOARDS</div> <div>BULK EXPORT</div> <div>SCHEDULE REPORTS</div> </div> <div> <div>Jira Admin (admin)</div> <div> <div>2020-04-14</div> <div>15:25</div> </div> </div> </div>
 <b>Issue Details with Cover Page</b> <b>IssueDetailsWithCover.docx</b> A template with a cover page, exports issue fields, sub-tasks, linked issues, comments and images. This template has been designed to be used in singl... <a href="#">Show more</a>	<div> <div>ATTACHMENTS ENABLED</div> </div>	<div> <div> <div>SINGLE EXPORT</div> <div>WORKFLOW POST FUNCTIONS</div> </div> <div> <div>Jira Admin (admin)</div> <div> <div>2020-04-06</div> <div>11:38</div> </div> </div> </div>
 <b>Issue Details with QR Code</b> <b>IssueQRCode.docx</b> Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nullam pretium fringilla pulvinar. Nullam congue felis eget eros fringilla, sit amet rutrum t... <a href="#">Show more</a>	<div> <div>ATTACHMENTS ENABLED</div> </div>	<div> <div> <div>SINGLE EXPORT</div> <div>WORKFLOW POST FUNCTIONS</div> </div> <div> <div>Jira Admin (admin)</div> <div> <div>2020-04-13</div> <div>09:42</div> </div> </div> </div>
 <b>Scrum Board Cards</b> <b>ScrumCards.docx</b> This is a template that you can use to print Cards to be used in your Scrum Boards, based on your JIRA issues. It can be used both for single issue ex... <a href="#">Show more</a>		<div> <div> <div>AGILE BOARDS</div> <div>BULK EXPORT</div> <div>SINGLE EXPORT</div> </div> <div> <div>Jira Admin (admin)</div> <div> <div>2020-04-16</div> <div>11:33</div> </div> </div> </div>
 <b>Sprint Report</b> <b>SprintReport.docx</b> This template creates a Sprint report from the selection of multiple issues that belong to a Sprint. This template requires the installation of Xpore... <a href="#">Show more</a>		<div> <div> <div>AGILE BOARDS</div> <div>AGILE RELEASES</div> <div>BULK EXPORT</div> <div>Show more</div> </div> <div> <div>Jira Admin (admin)</div> <div> <div>2020-04-16</div> <div>11:33</div> </div> </div> </div>