User Guide- DevOps Assists

Overview:

DevOps Assist is an AI-powered extension for Microsoft Azure DevOps that helps teams refine existing work items and evolve new requirements using intelligent suggestions.

1. How to Install the Extension

Step 1:

Option 1:

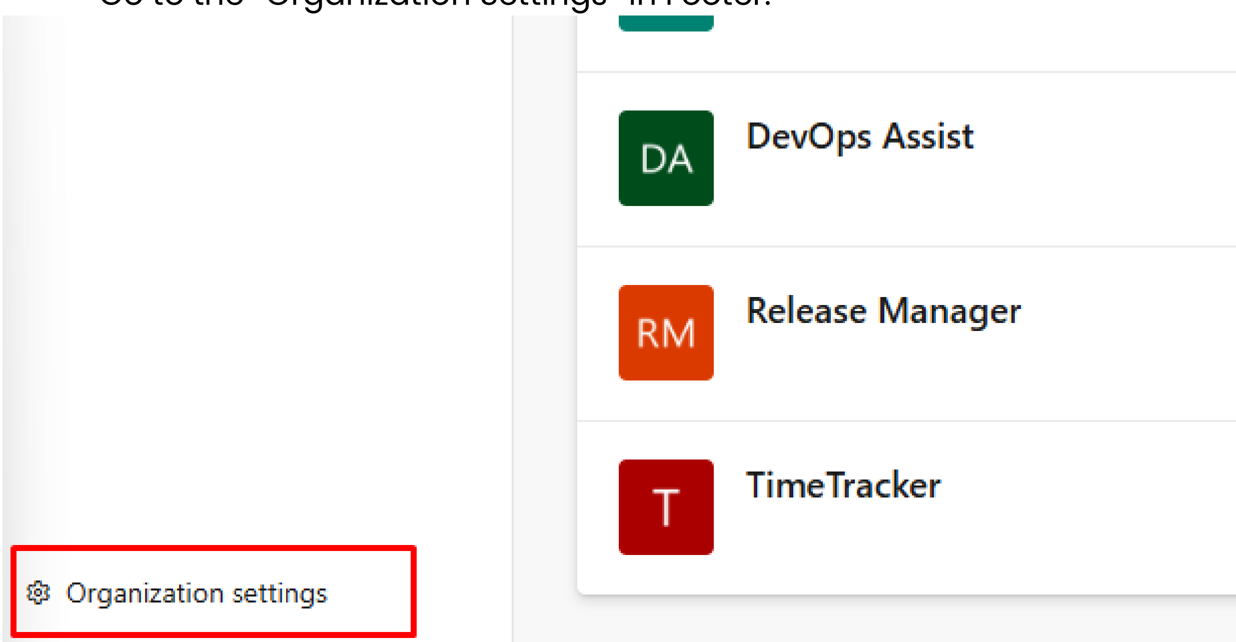
Install from the link:

Click here

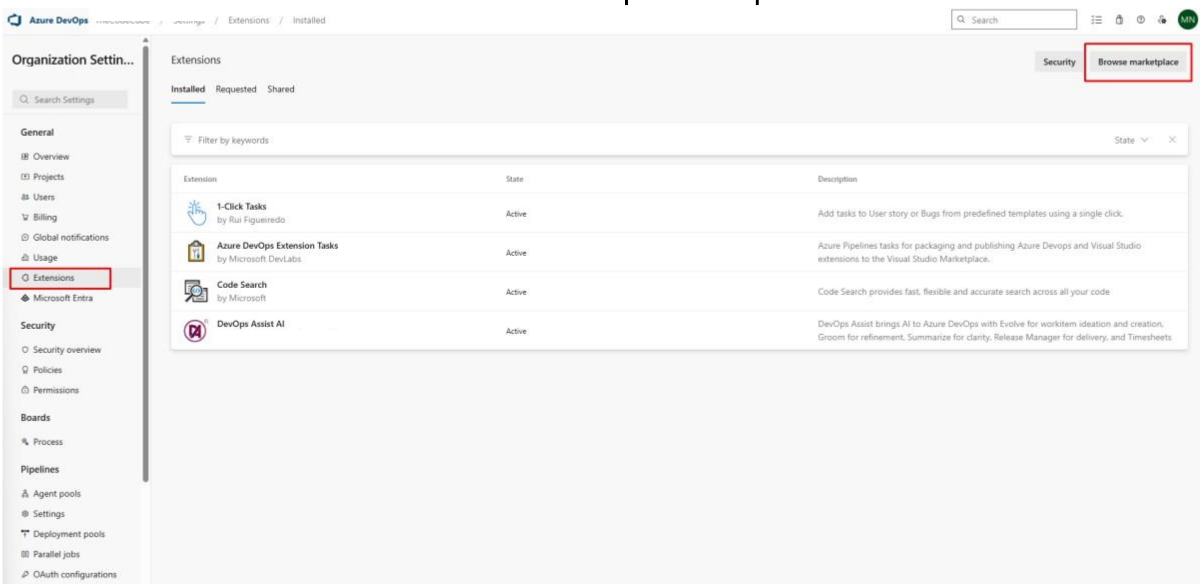
Option 2:

Navigate to Azure DevOps Organization Settings

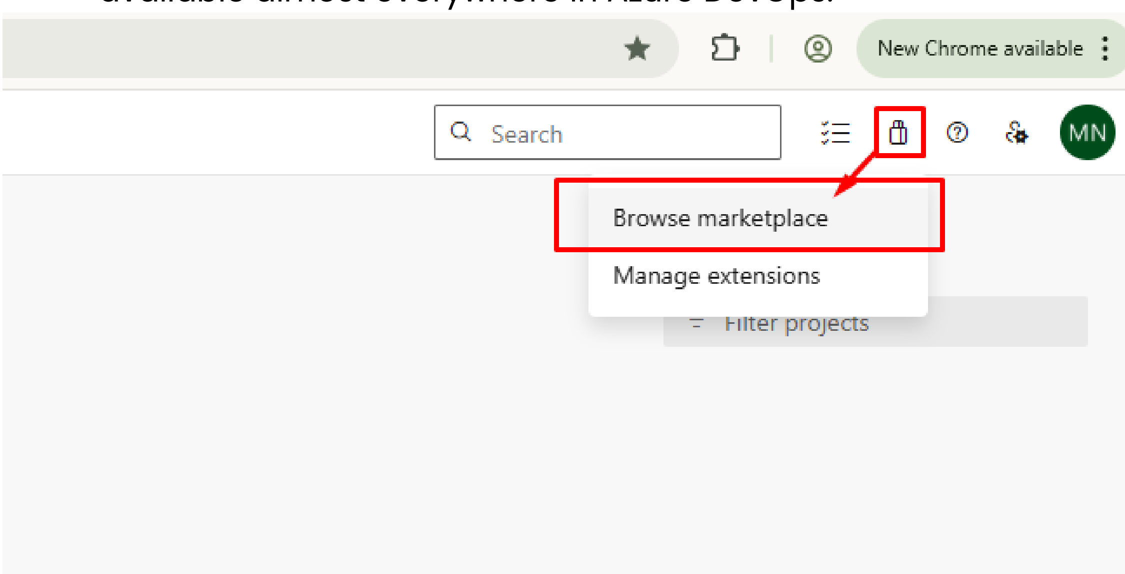
- Log in to your Azure DevOps account.
- Go to the “Organization Settings” in Footer.



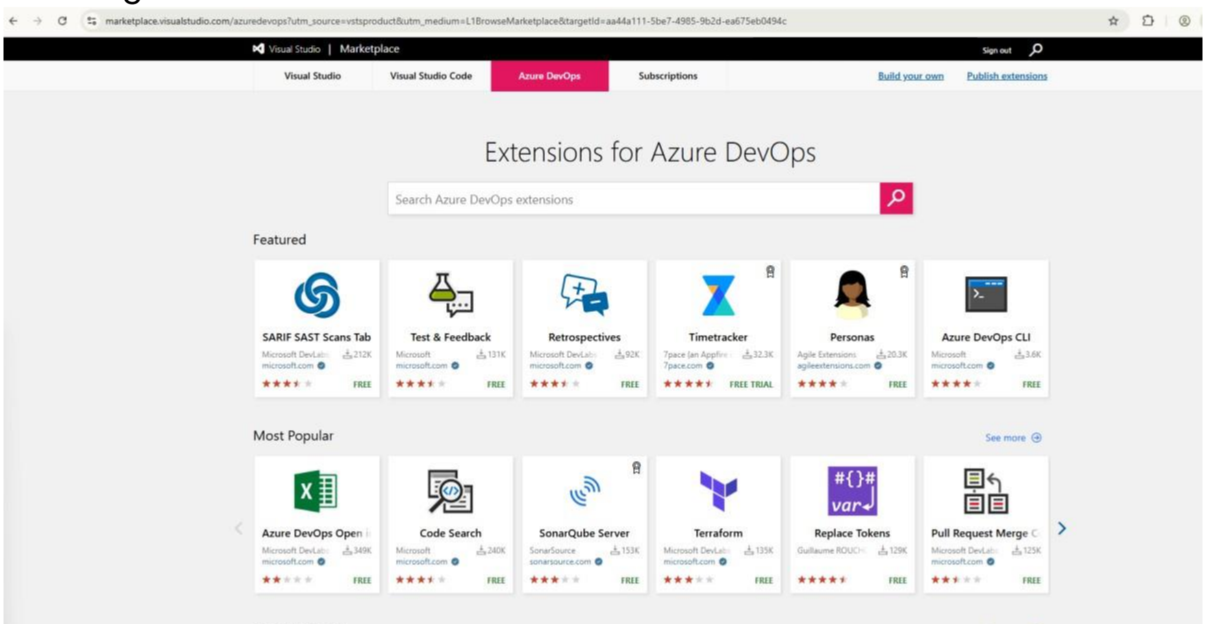
- Select “Extensions” and “Browse Marketplace” option.



- Alternatively, you can select “Browse Marketplace” option form “Marketplace” option from Header left to your profile settings which is available almost everywhere in Azure DevOps.



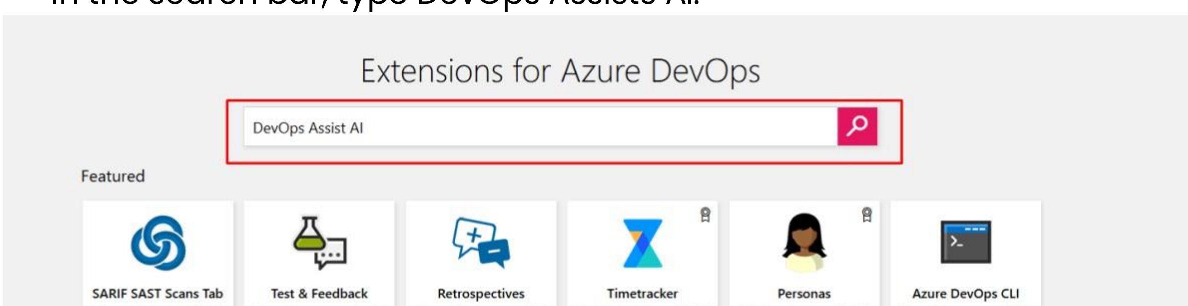
- Navigate to Extensions.



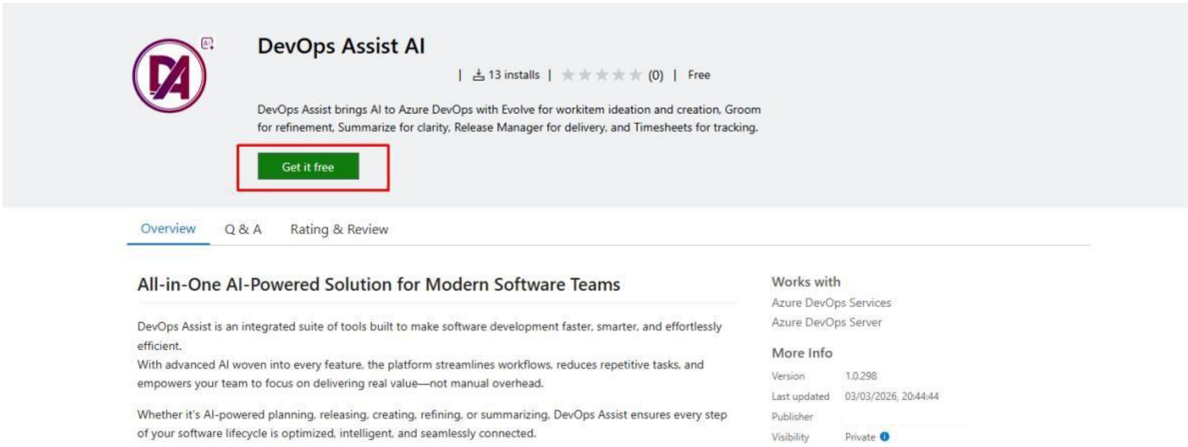
Step 2:

Search and Install the Extension

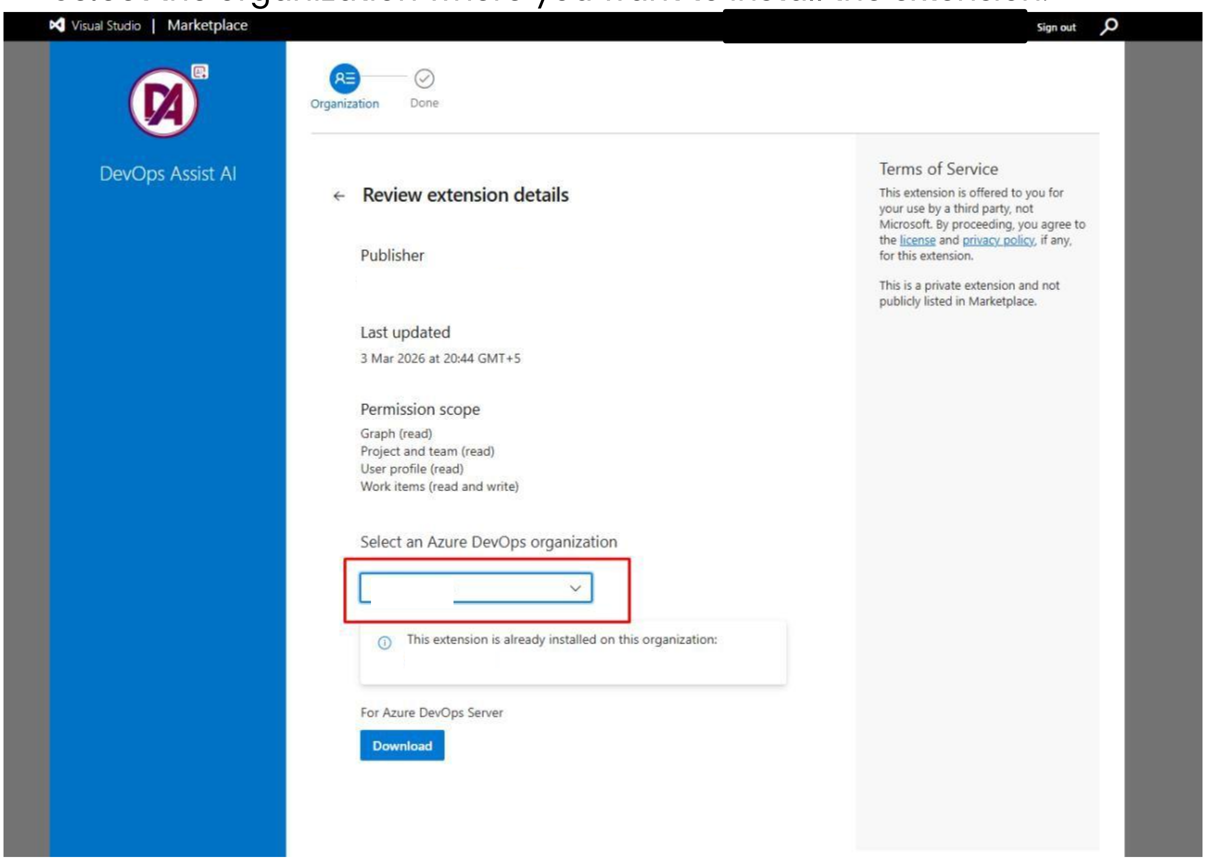
- In the search bar, type DevOps Assists AI.



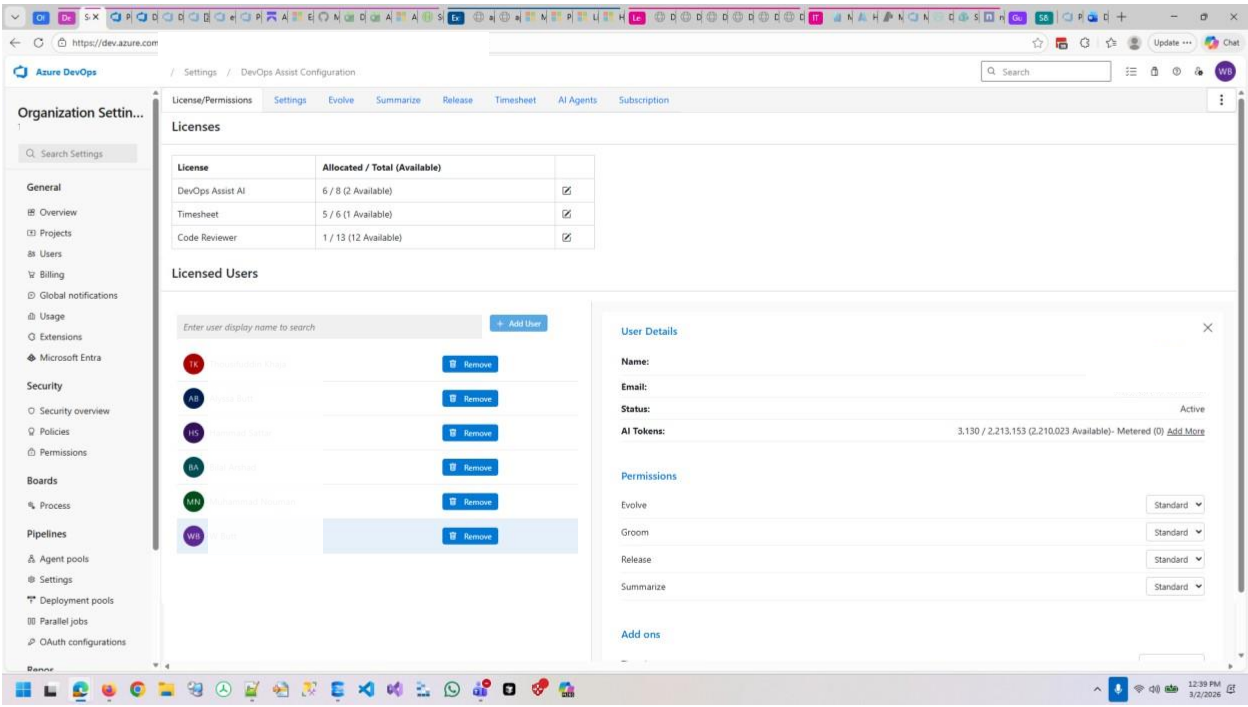
- Click Get it Free.



- Select the organization where you want to install the extension.



- Confirm the installation.



2. Subscription Information

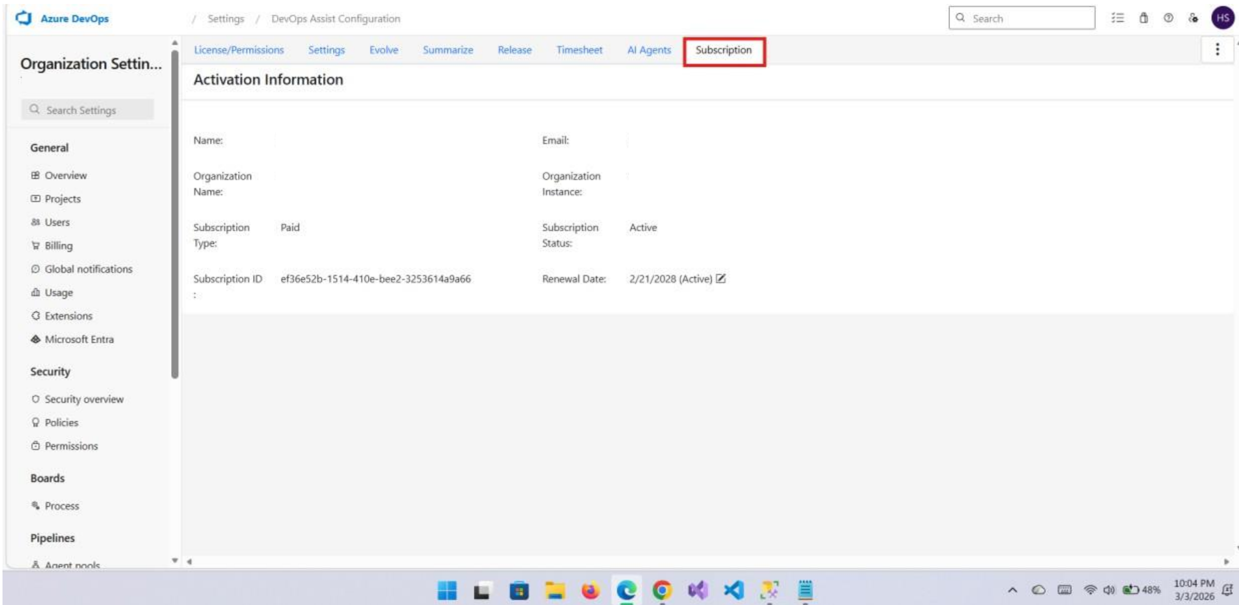
The **Subscription** page is used for **subscription details only**.

Purpose

- View subscription owner
- View organization details
- View subscription status and expiration date

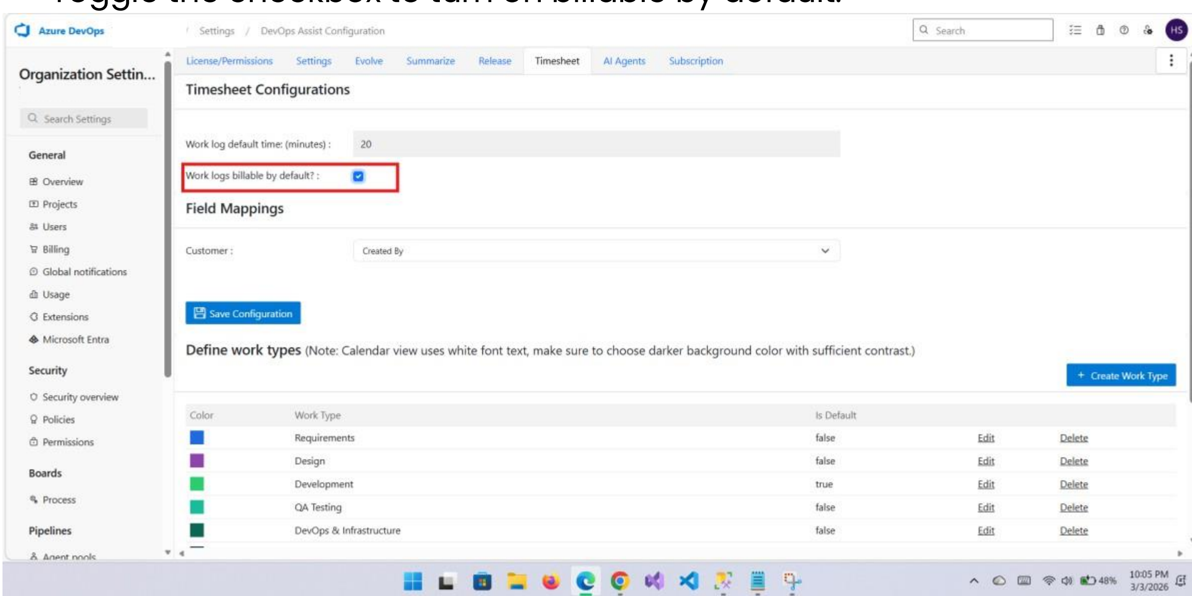
Notes

- This page is **read-only**
- No licenses are assigned here
- No permissions are configured here



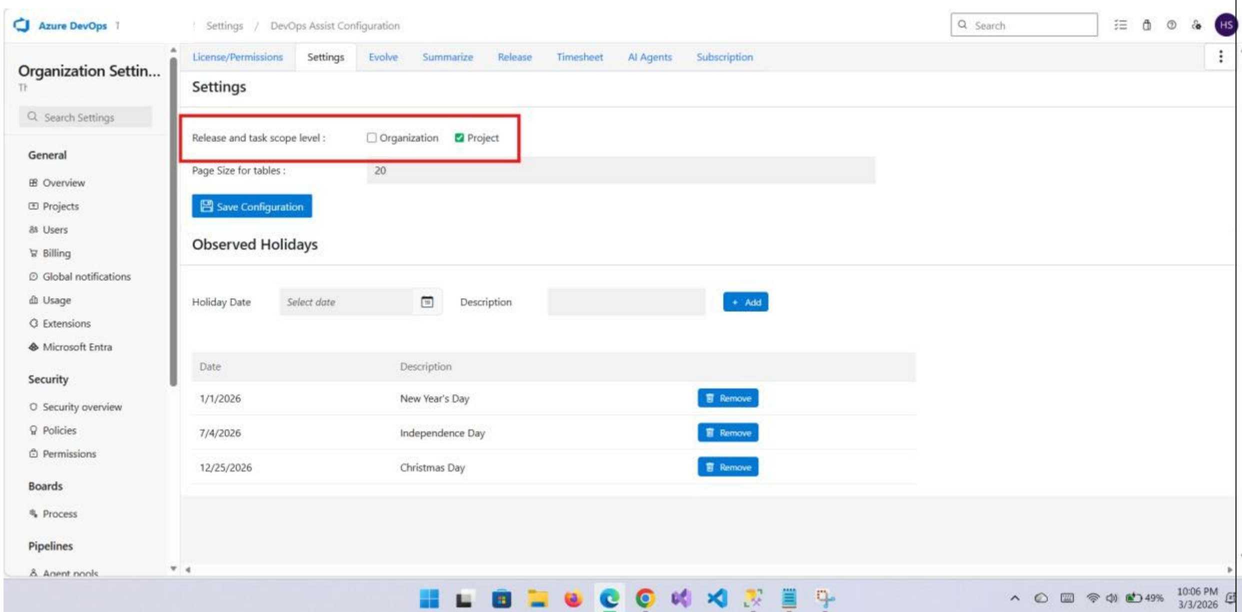
3. Define License Scope

- Decide if your work logs are billable by default.
- Toggle the checkbox to turn on billable by default.

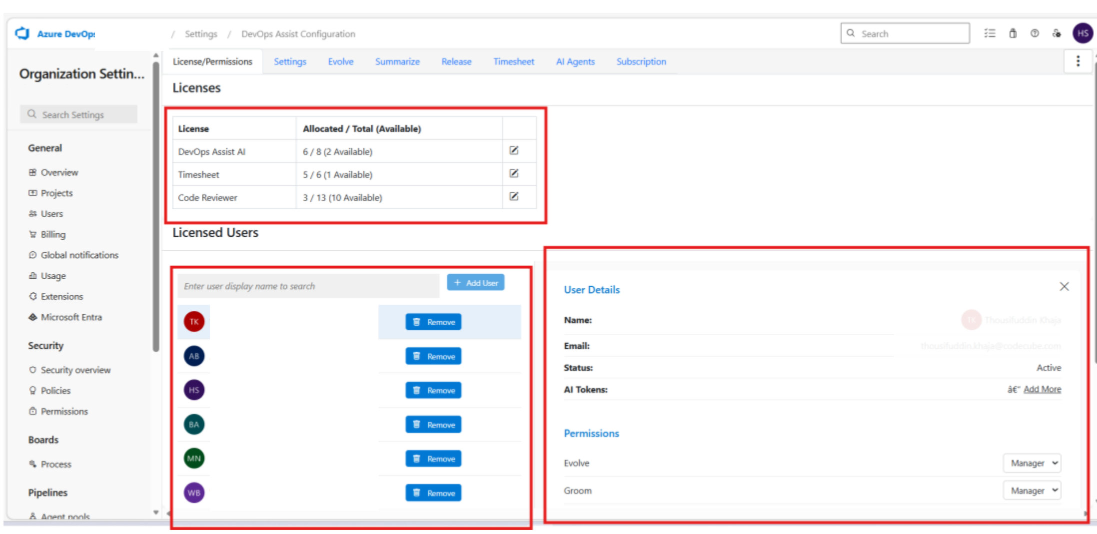


- Select whether you want access across the organization or only within a specific project.
    - Project Scope: Limits work item access to a specific project.

◦ Organization Scope: Allows access to work items across multiple projects.



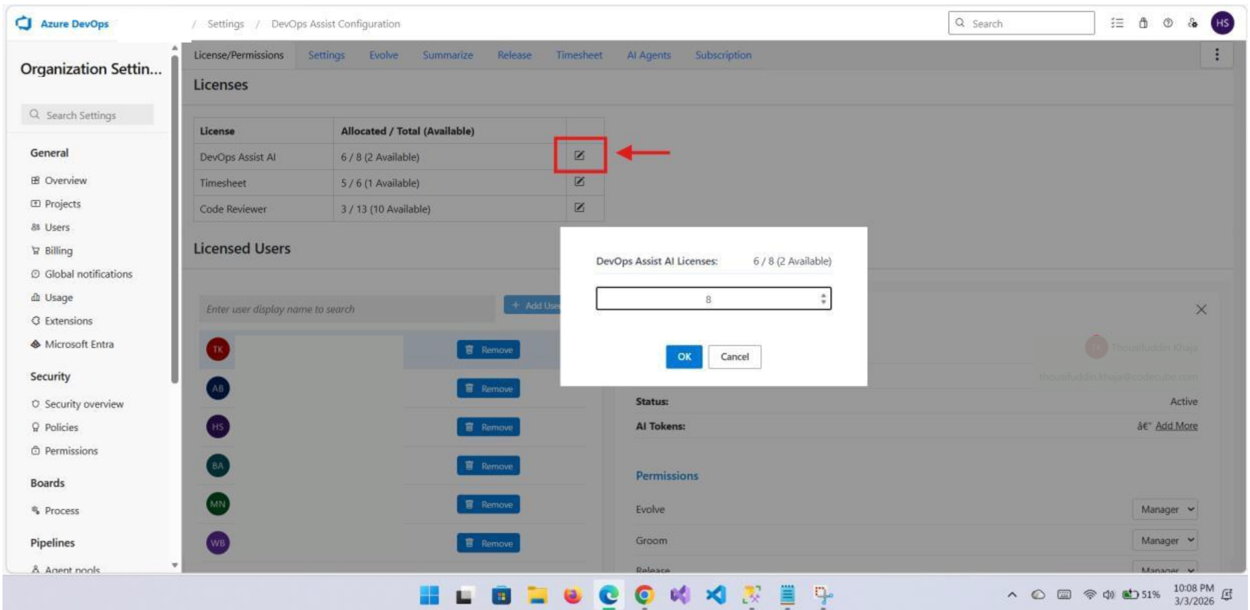
- Admins can view:
  - ◦ Total licenses
  - ◦ Used vs available licenses
  - ◦ Add Ons licenses
  - ◦ Users/users details
  - ◦ OpenAI/Code reviewer tokens



4. How to Assign Licenses to Users

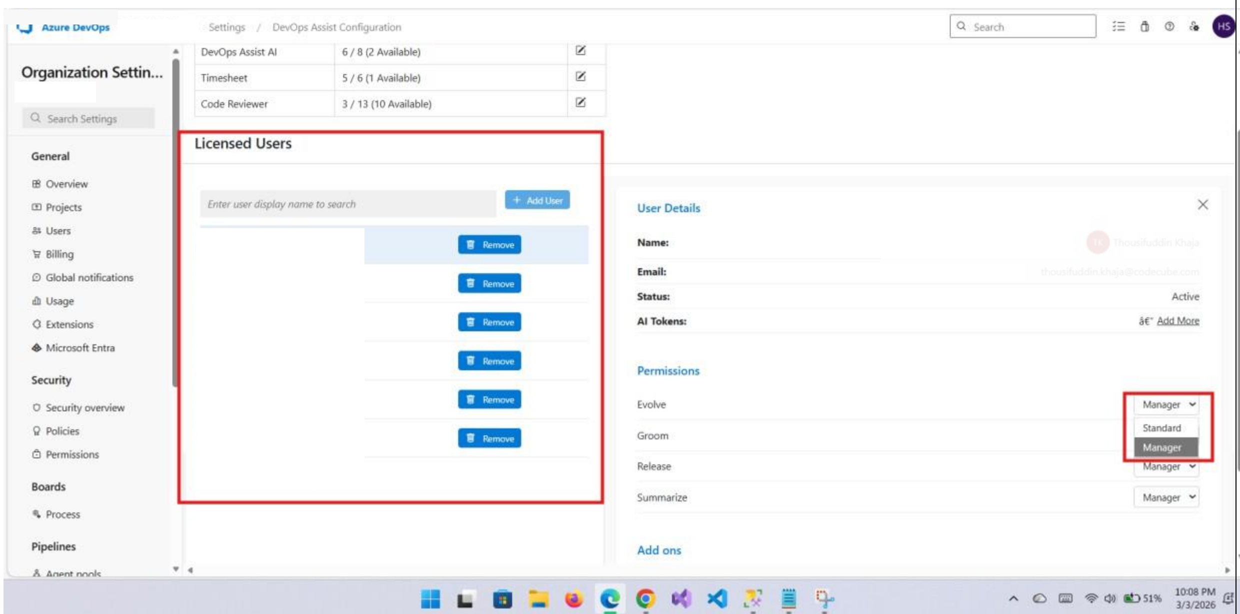
Step 1: Access License Management

- Once installed, go to Organization settings
- In Organization Settings, go to DevOps Assist License Configuration Screen.
- Select the number of licenses needed.



Step 2: Add Users

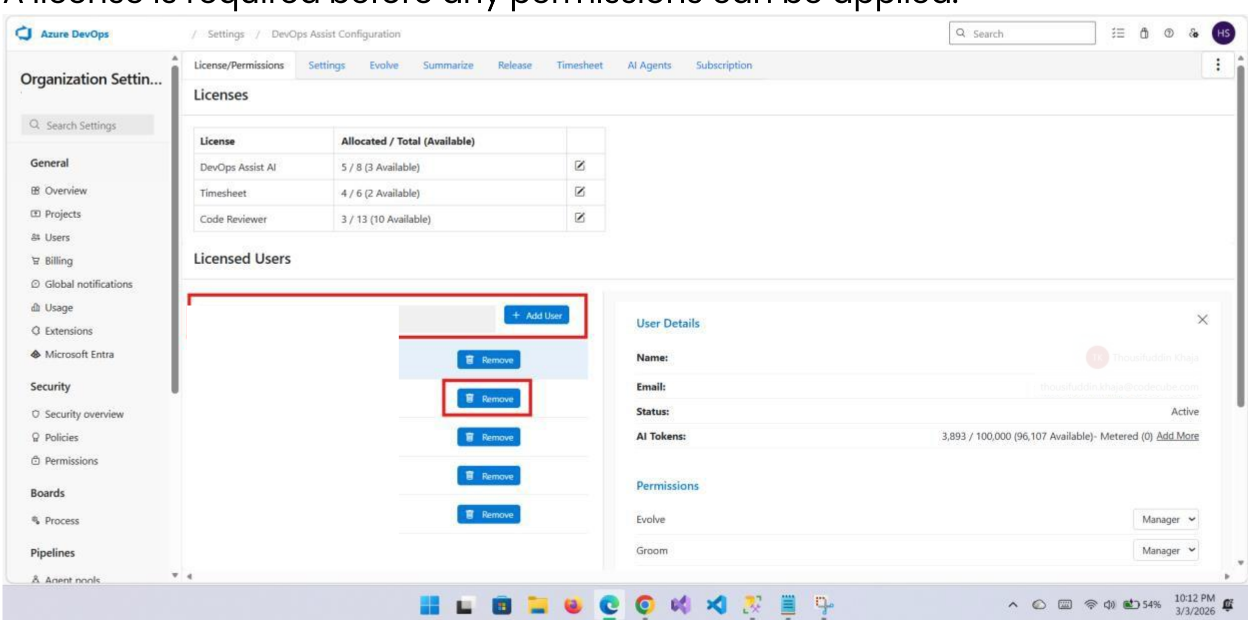
- Search for users and assign them a role:
  - Manager – Can manage release planning.
  - Standard User – Can log work items.
  - Assigned users appear in the **Licensed Users** list.



Step 3: Confirm and Save

- Review the license assignment.
- Click Add User to apply settings.
- Click **Remove** to revoke a license.

A license is required before any permissions can be applied.



5. Configure Module Permissions

Permissions are configured **per user and per module**.

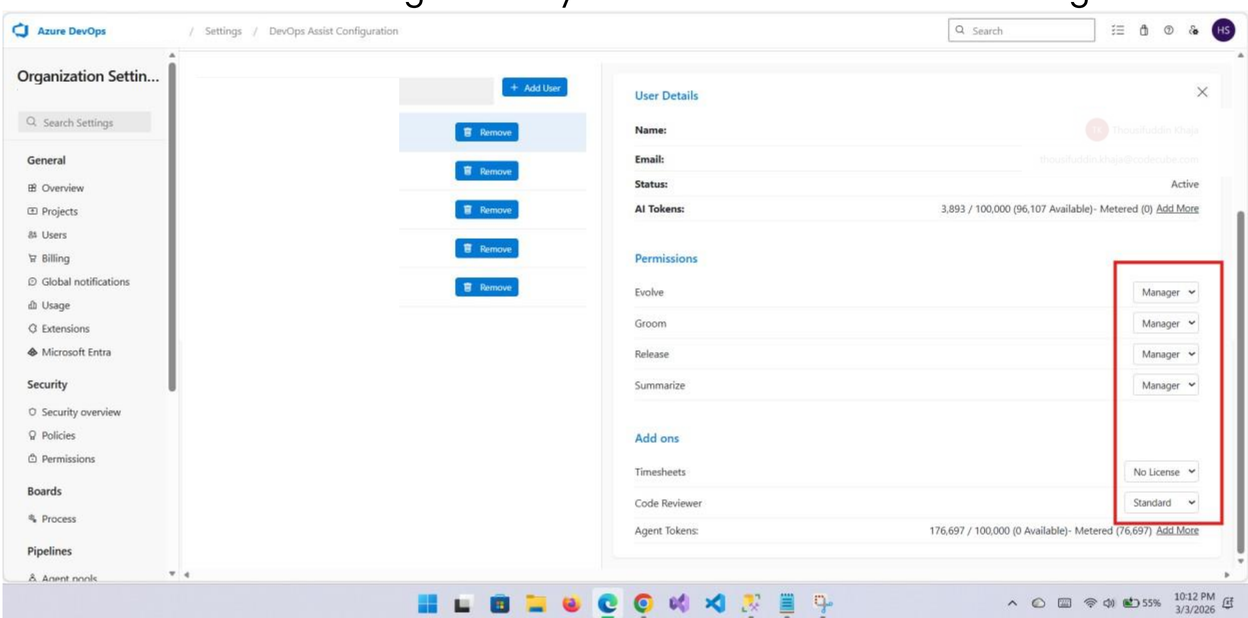
1. Select a user from the **Licensed Users** list.

2. In the **User Details** panel, configure permissions for each module:
    a. Groom
    b. Evolve
    c. Release
    d. Timesheets
    e. Summarize

Each module supports:

- **Not set** – No access
- **Standard** – Can use the module
- **Manager** – Full access to the module

Permissions can be changed at any time and do not affect licensing.



Evolve:

Standard users can:

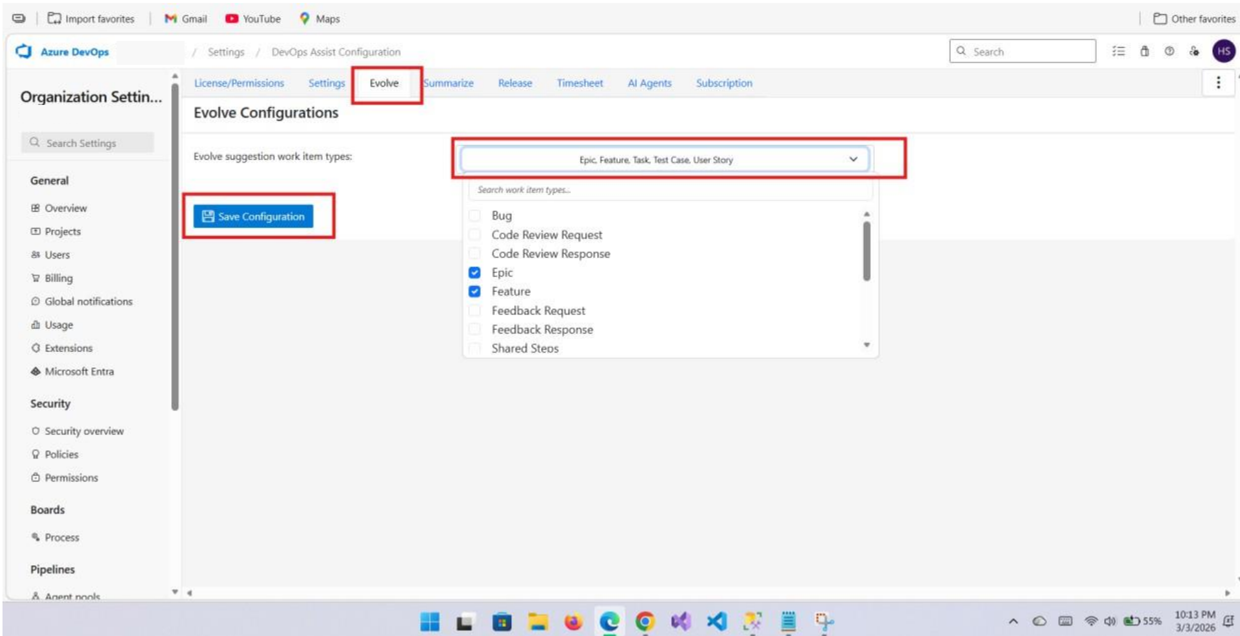
- Generate AI suggestions (e.g., test cases, acceptance criteria)
- View generated suggestions

Manager users can:

- Generate AI suggestions
- Select generated items
- Click **Create Work Items** to automatically create work items
- Create work items instantly without manual input

1. Evolve Assist Configuration

1. Select **Evolve Assist** from the available modules.
2. Open the **Evolve** tab.
3. Select which work item types of AI is allowed to generate:
    a. Epic
    b. Feature
    c. User Story
    d. Task
    e. Test Case
3. Click **Save Configuration**.

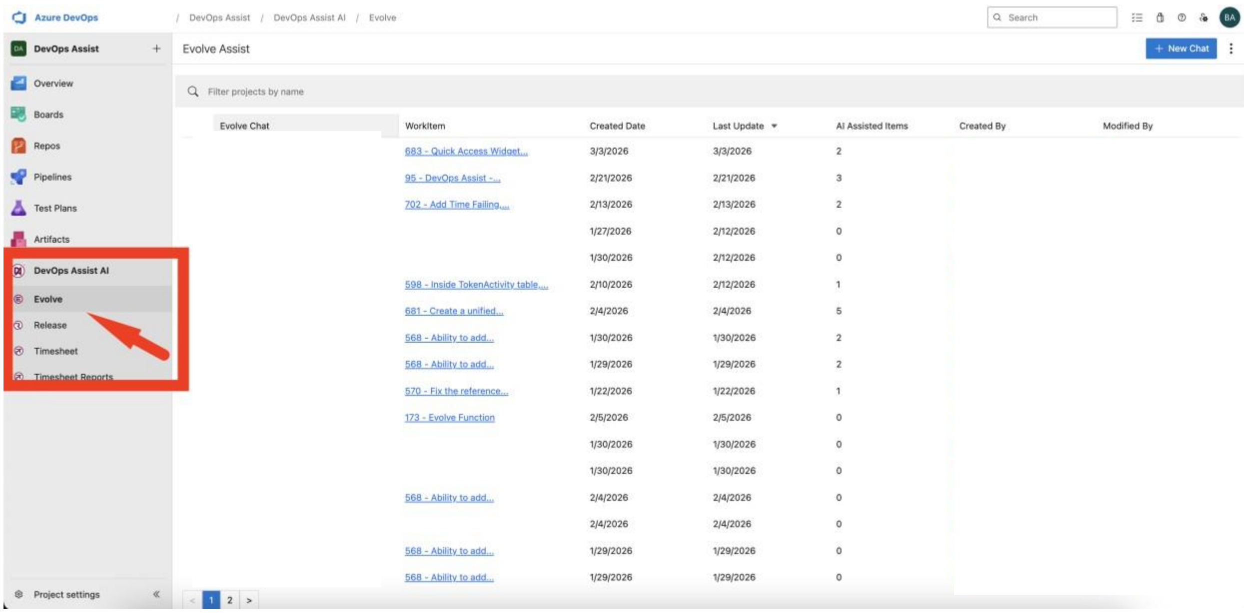


2. Evolve Assist Landing Page (Chats / Projects)

The Landing Page displays existing Evolve chats and project sessions.

Purpose

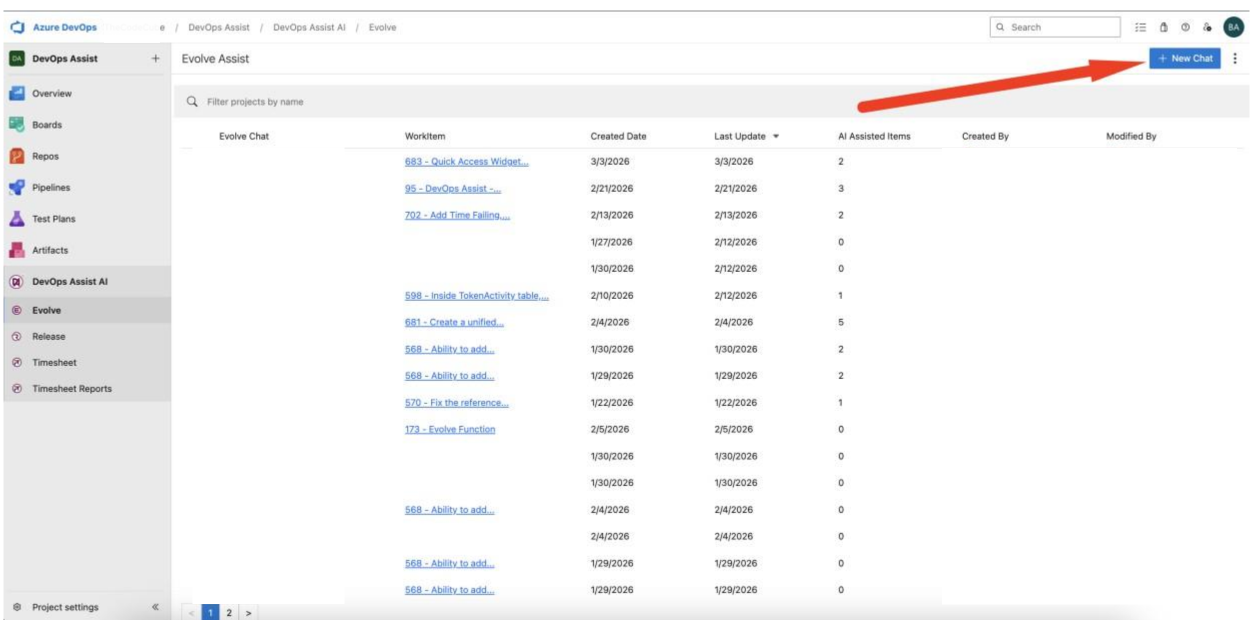
- View existing Evolve chats/projects
- Start a new Evolve session



3. Start a New Chat

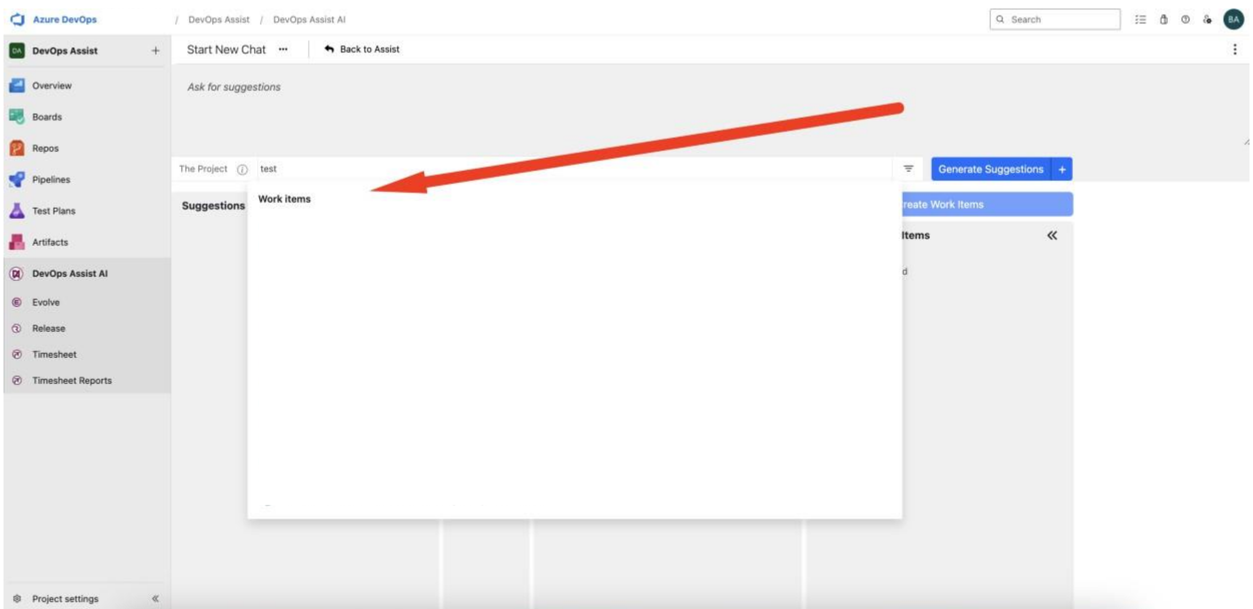
Step 1: Create a Chat

• Click **+ New Chat** from the landing page.



Step 2: Opens a fresh session

Step 3: Type any work item that you want to attach for context



4. Provide Context and Filters

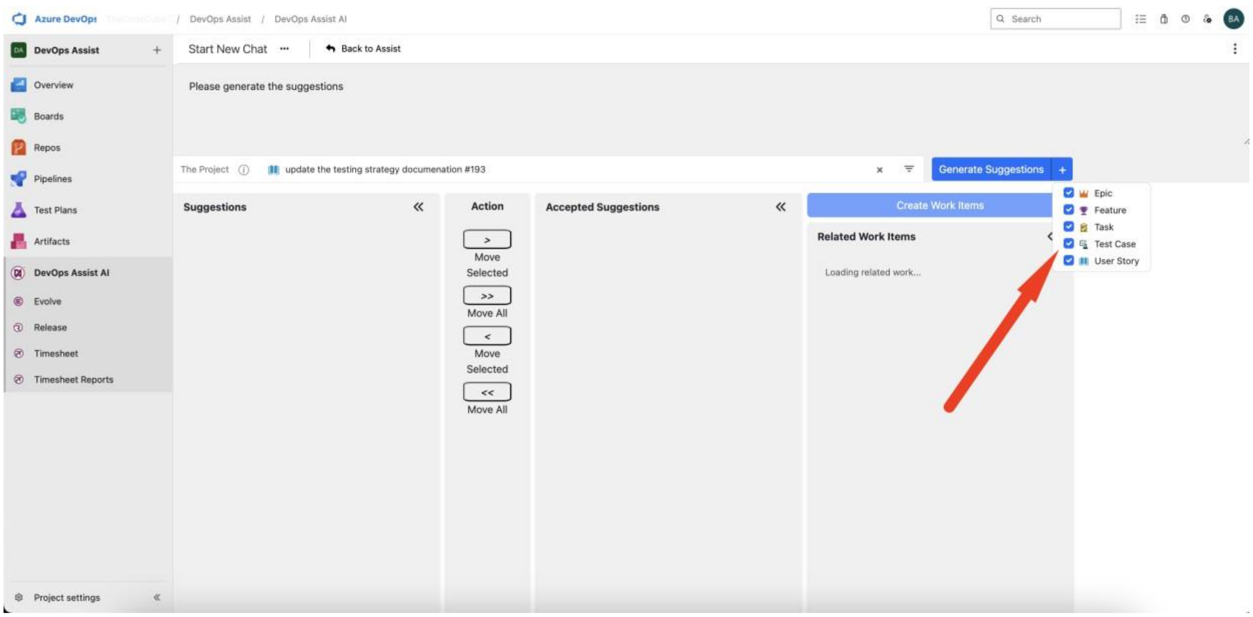
Use the workspace to define the scope for AI suggestions.

Context Inputs
• Enter prompts in **Ask for suggestions**
• Select the target project
• Search work items by title

Filters
• Task Type
• Task Status

Allowed Work Item Types
• Use the **+** dropdown to select:
o Epic
o Feature

o User Story
o Task
o Test Case



5. Generate Suggestions

Step 1: Generate
• Click **Generate Suggestions**.

Step 2: AI Processing
The AI generates potential work items based on:
• Existing work items
• User-provided input
• Selected filters

Output
• Suggestions appear in the **Suggestions** panel

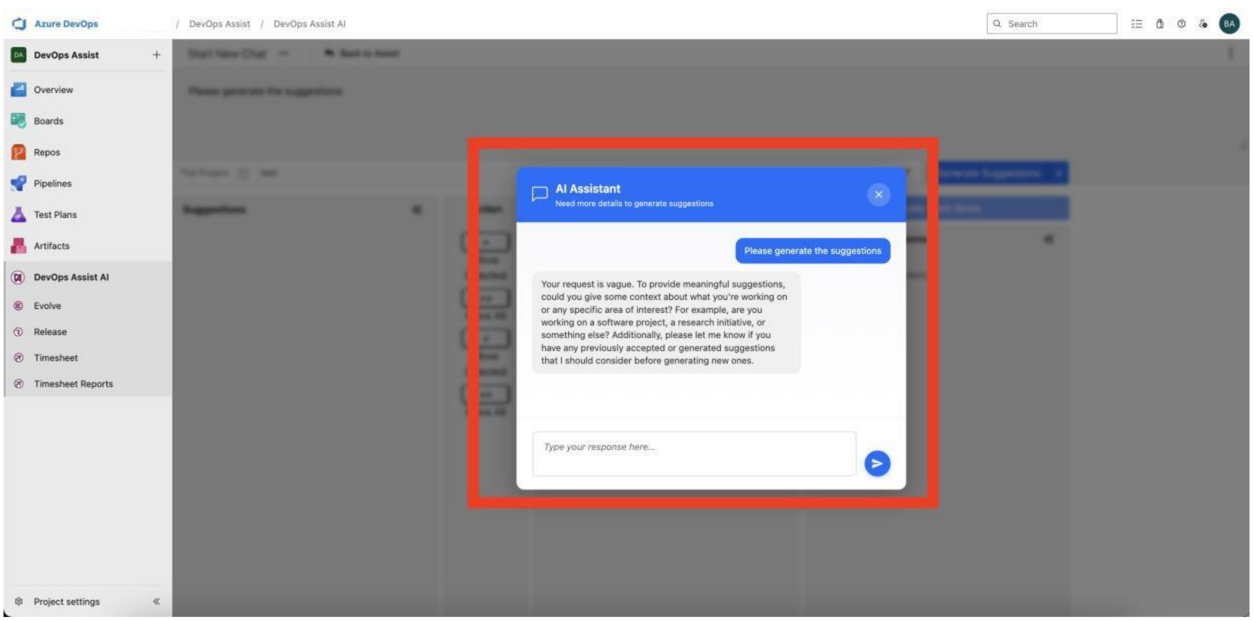
Note: On Clicking **Generate Suggestions,** AI evaluates the provided context:

- If context is sufficient and clear → Suggestions are generated and displayed immediately.

- If context is insufficient or the request is ambiguous → A chat popup appears, prompting the user to provide more details before suggestions can be generated.

In the chat popup:

- The AI explains what additional information it needs.
- The user types a response to clarify or expand the context.
- Once enough context is gathered, suggestions are generated and shown.



6. Accept Suggestions (Action Panel)

Suggestions must be explicitly approved before creation.

Actions

• › Move selected suggestion

Moves the selected suggestion from the Suggestions *panel to the* Accepted Suggestions *panel.*

• ›› Move all suggestions

Moves all suggestions from the *Suggestions* panel to the *Accepted Suggestions* panel at once.

• ‹ Move selected back

Moves the selected item from the Accepted Suggestions *panel back to the* Suggestions *panel.*

• ‹‹ Move all back

Moves all accepted suggestions back to the *Suggestions* panel.

Result

• Approved items move to the **Accepted Suggestions** panel

7. Create Work Items

Step 1: Review

• Review all accepted suggestions.

Step 2: Create
• Click **Create Work Items**.

Result
• Work items appear in the **Generated Work Items** panel
• Items are created and linked in Azure DevOps

8. Navigation

• Use **Back to Assist** to return to the Evolve chat list

Timesheets Configuration:

Standard users can:

- Log their own time
- Start and stop the time clock
- Add manual time entries
- View only their own time entries
- Use the **Quick Access Widget** for time tracking

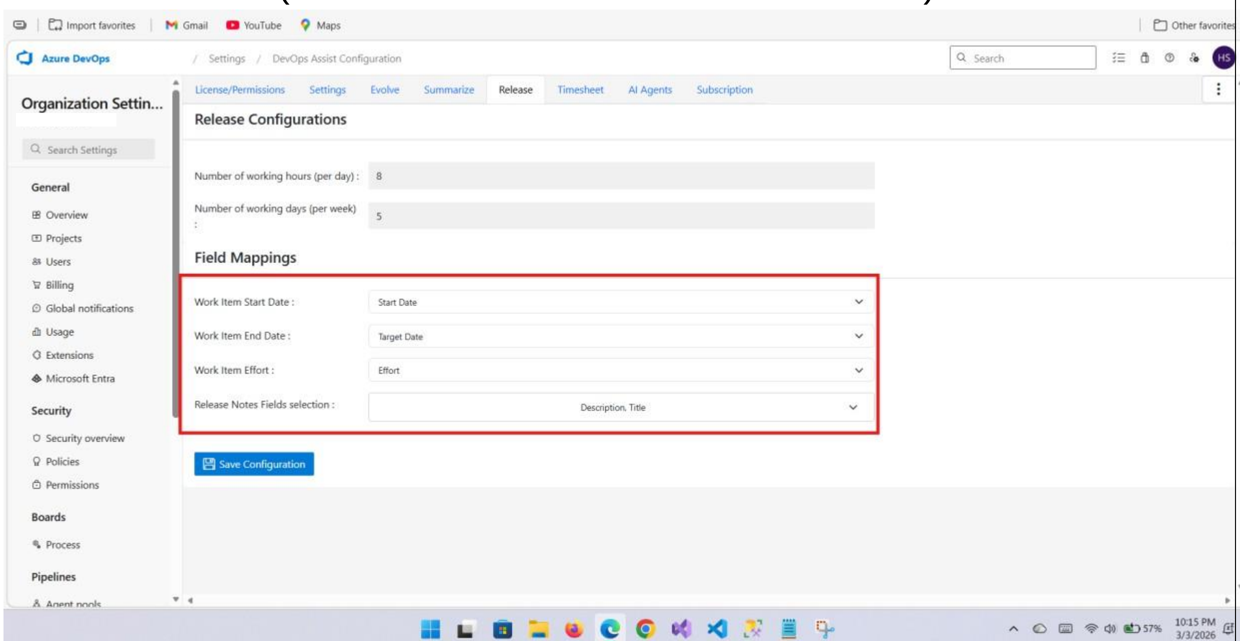
Manager users can:

- View time entries for all users
- Run organization-wide time reports
- Export time data for all users
- Analyze time usage across teams and projects

No License can Only view their old Log time .

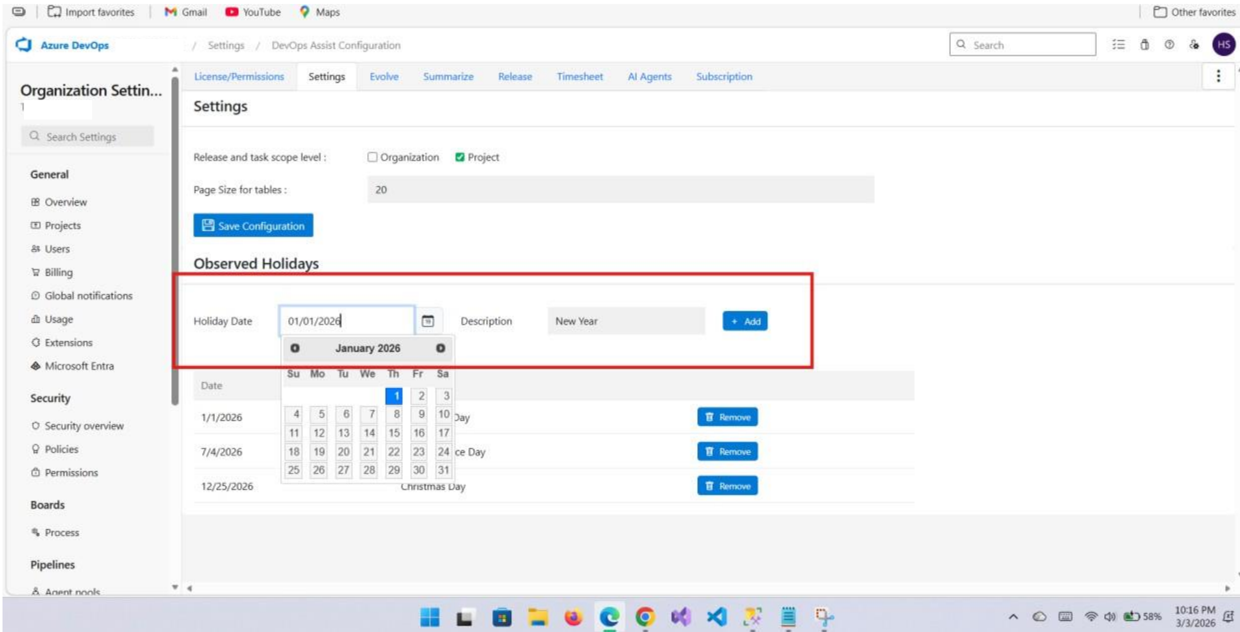
1. Map Work Item Fields

- Specify which field represents:
  - Start Date (e.g., Target Date, Start Date, Due Date, or custom field).
  - End Date (same as above, based on how the organization tracks deadlines).
  - Effort Column (field where effort estimation is recorded).



2. Configure Holidays

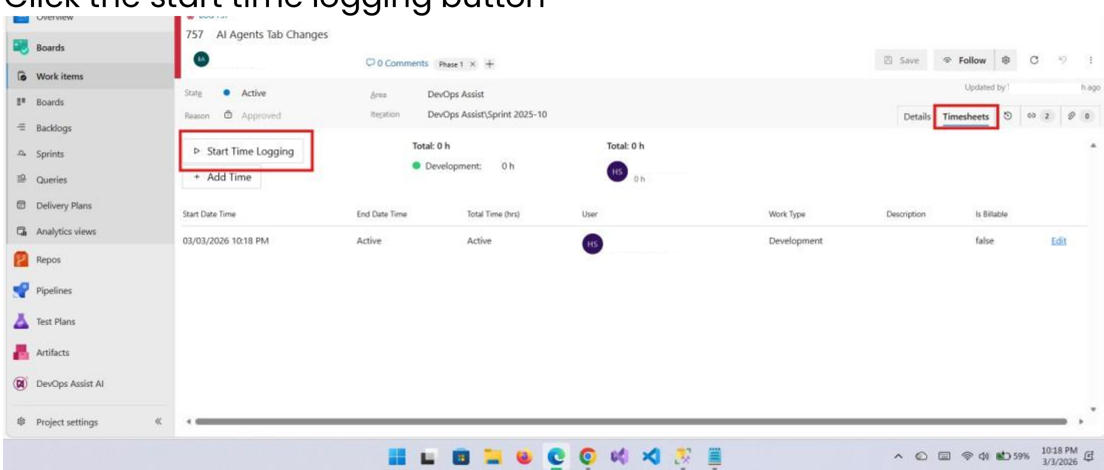
- Add organizational holidays to prevent them from being counted as available workdays.
- Example:
  - July 4th – Independence Day
  - December 25th – Christmas
- The system will automatically adjust work availability based on these settings.



3. How to Enter time

Method 1: Work Items

- Select the Work Items tab
- Navigate to the appropriate work item
- Click on the tab “Timesheets”
- Option 1
  - Click the start time logging button



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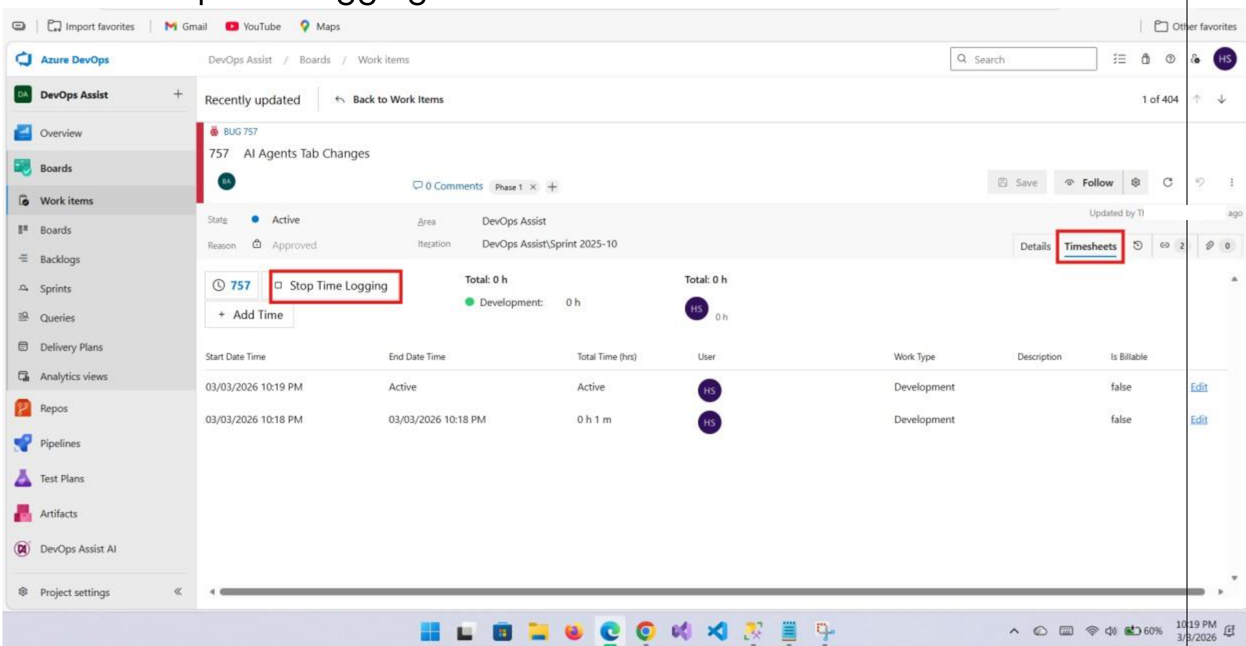
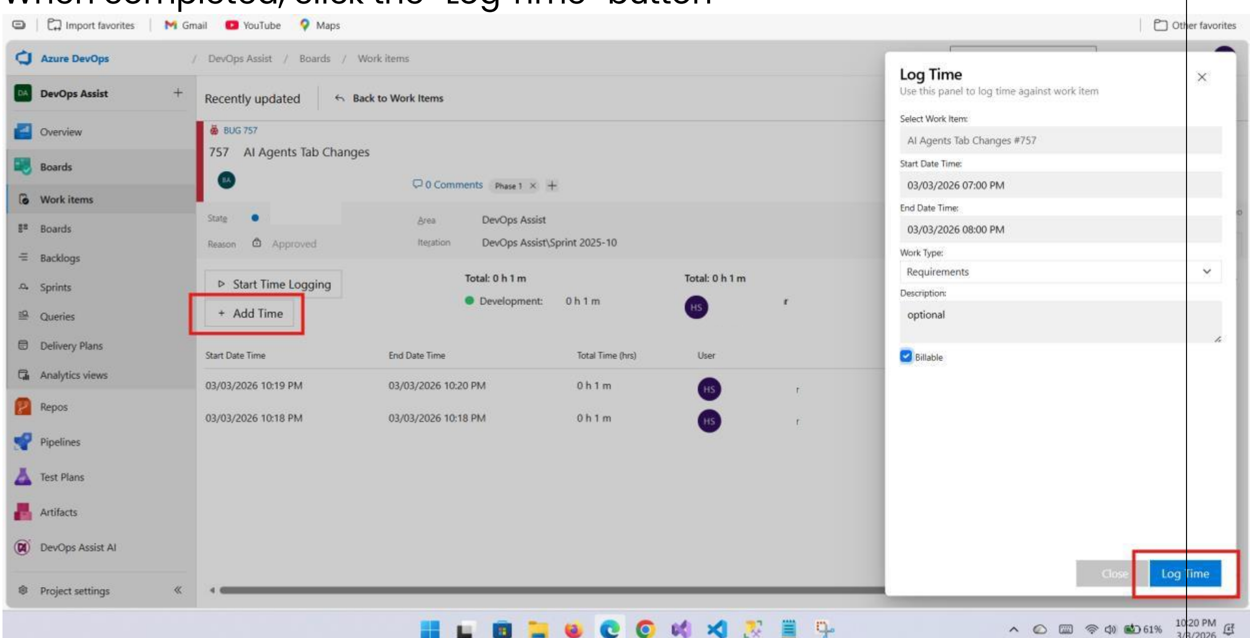
- Complete your tasks
- Navigate back to the work item
- Click the stop time logging button

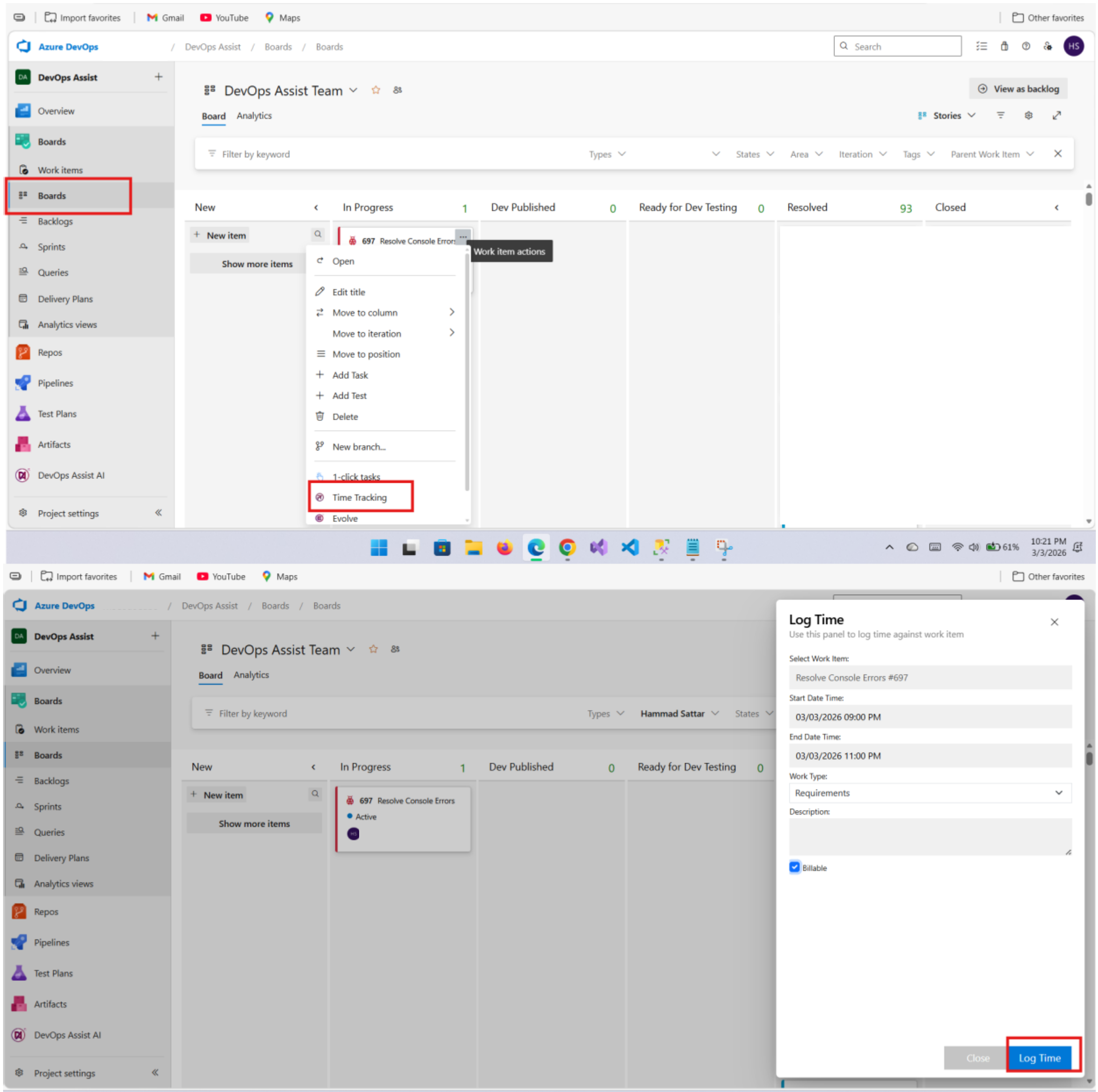


- Option 2:
  - Click the add time button
  - Fill out the start time, end time, work type, and optional description
  - When completed, click the “Log Time” button



Method 2: Boards

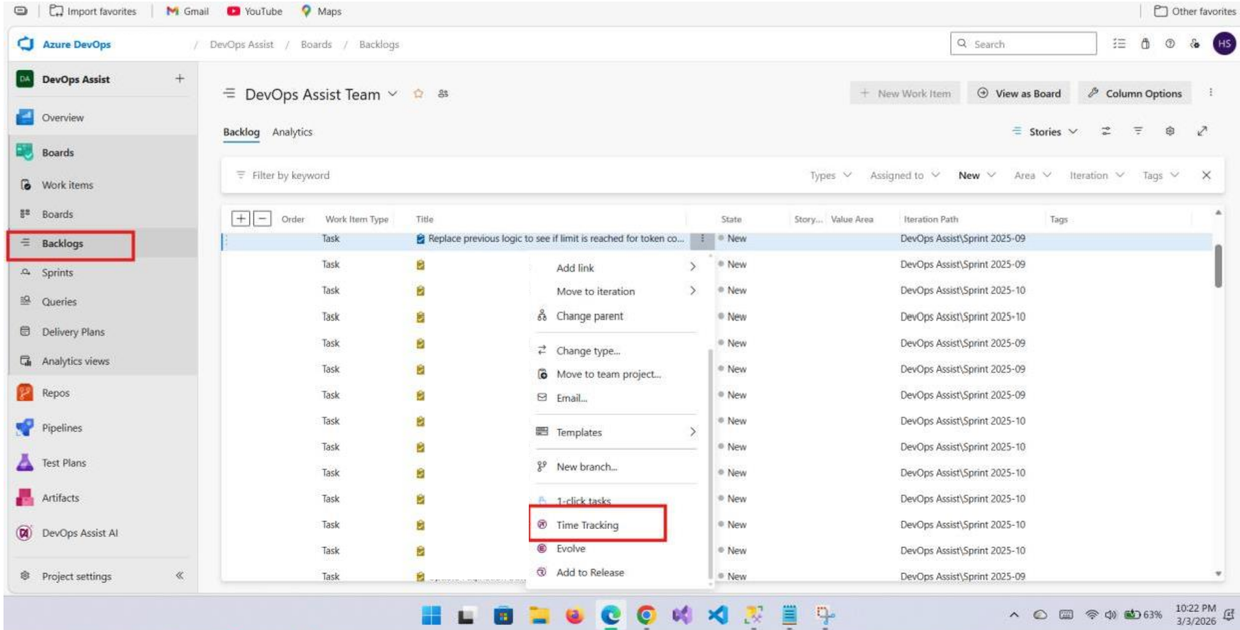
- Select the Boards tab
- Navigate to the appropriate work item.
- Click on the menu button. (Three dots)
- Click on the “Time Tracking” button.
- Fill out the start time, end time, work type, and optional description.
- Decide if it’s billable or not and toggle the checkbox accordingly.
- When completed, click the ok button.

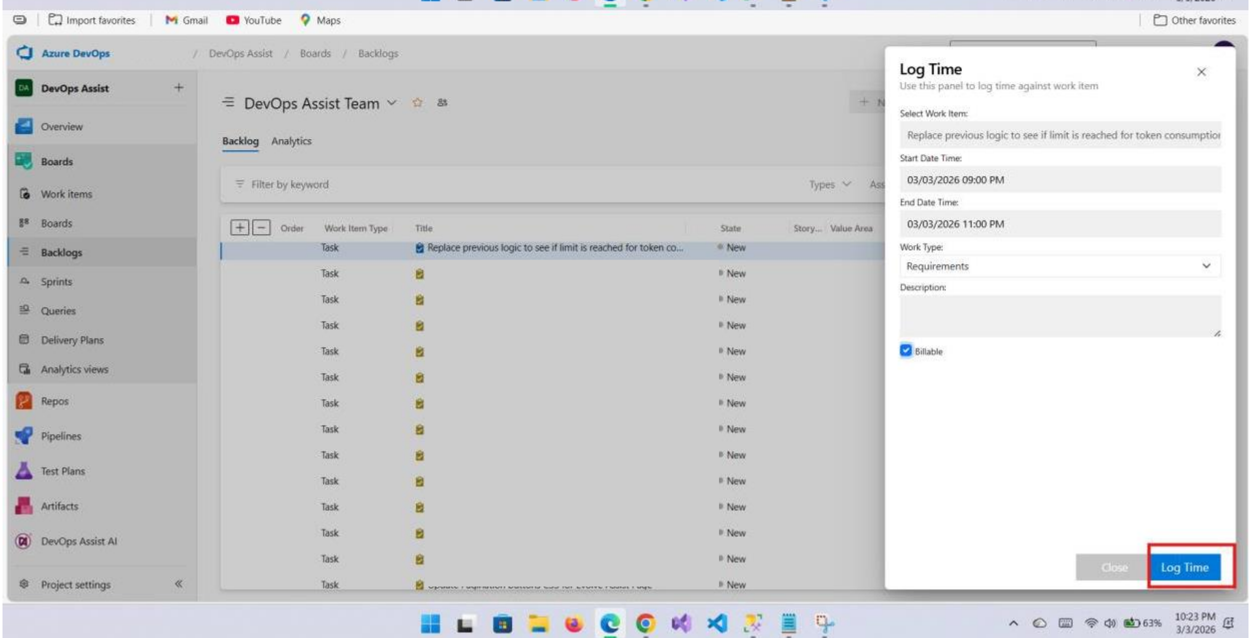


Method 3: Backlog

- Select the Backlog tab.
- Navigate to the appropriate work item.
- Click on the menu button.
- Click on the “Time Tracking” button.
- Fill out the start time, end time, work type, and optional description.
- Decide if it’s billable or not and toggle the checkbox accordingly.

- When completed, click the ok button.

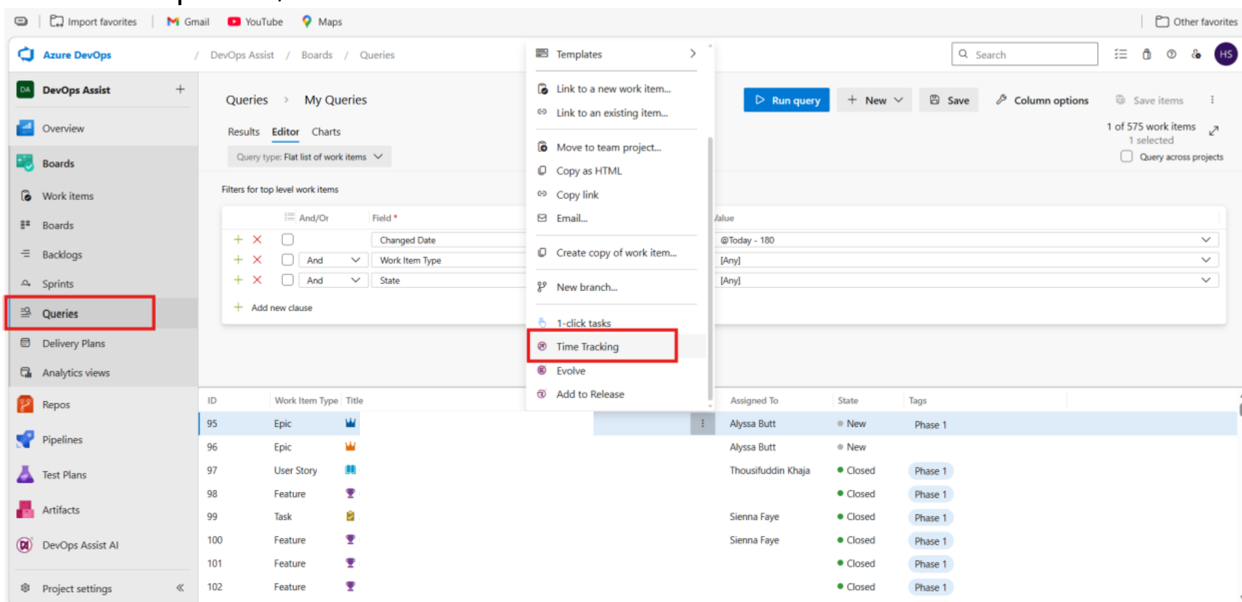


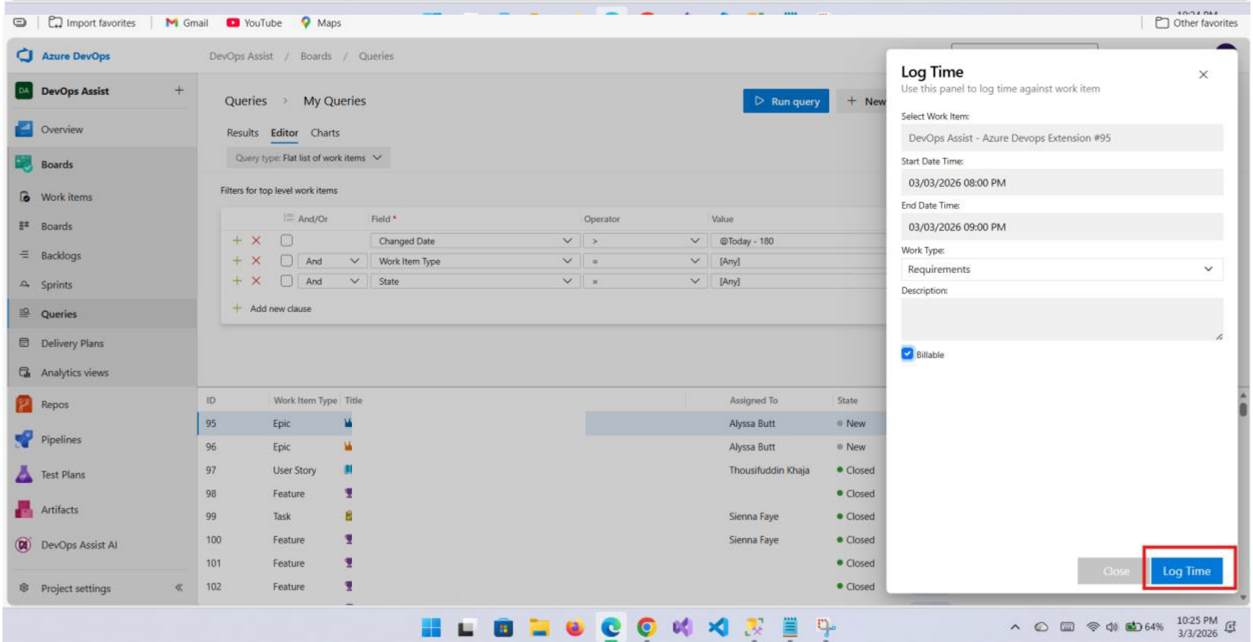


Method 4: Queries

- Select the Queries tab.
- Run the query.
- Navigate to the appropriate work item.
- Click on the menu button.

- Click on the “Time Tracking” button.
- Fill out the start time, end time, work type, and optional description.
- Decide if it’s billable or not and toggle the checkbox accordingly.
- When completed, click the ok button.

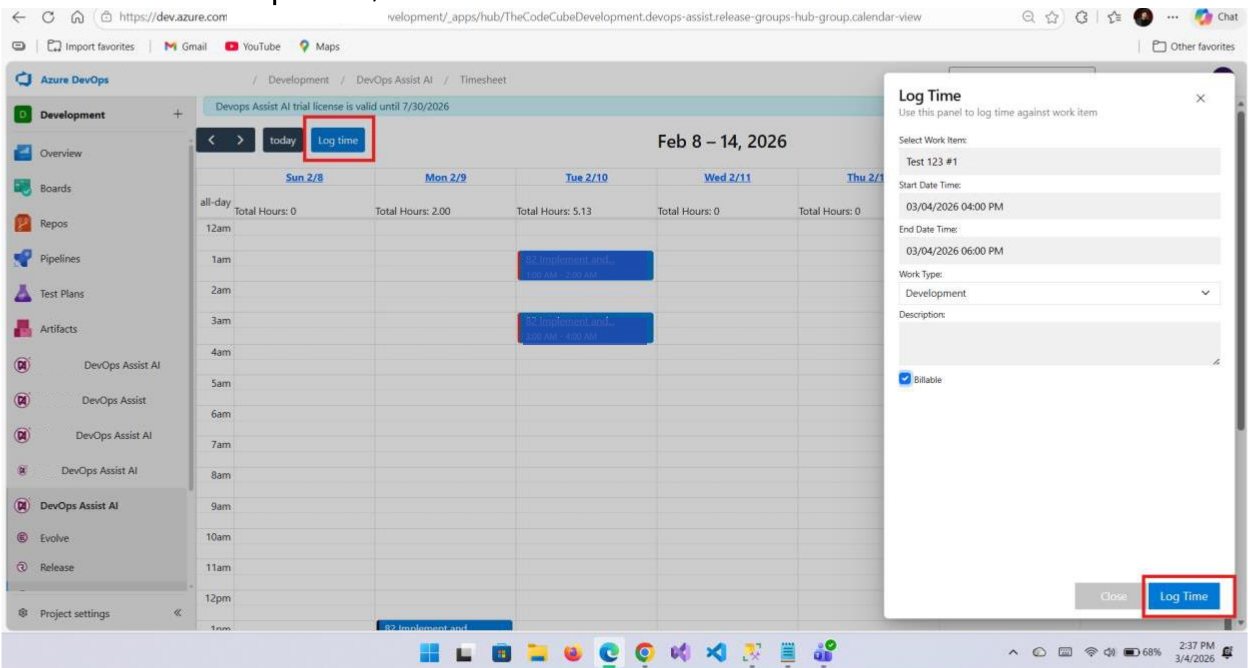


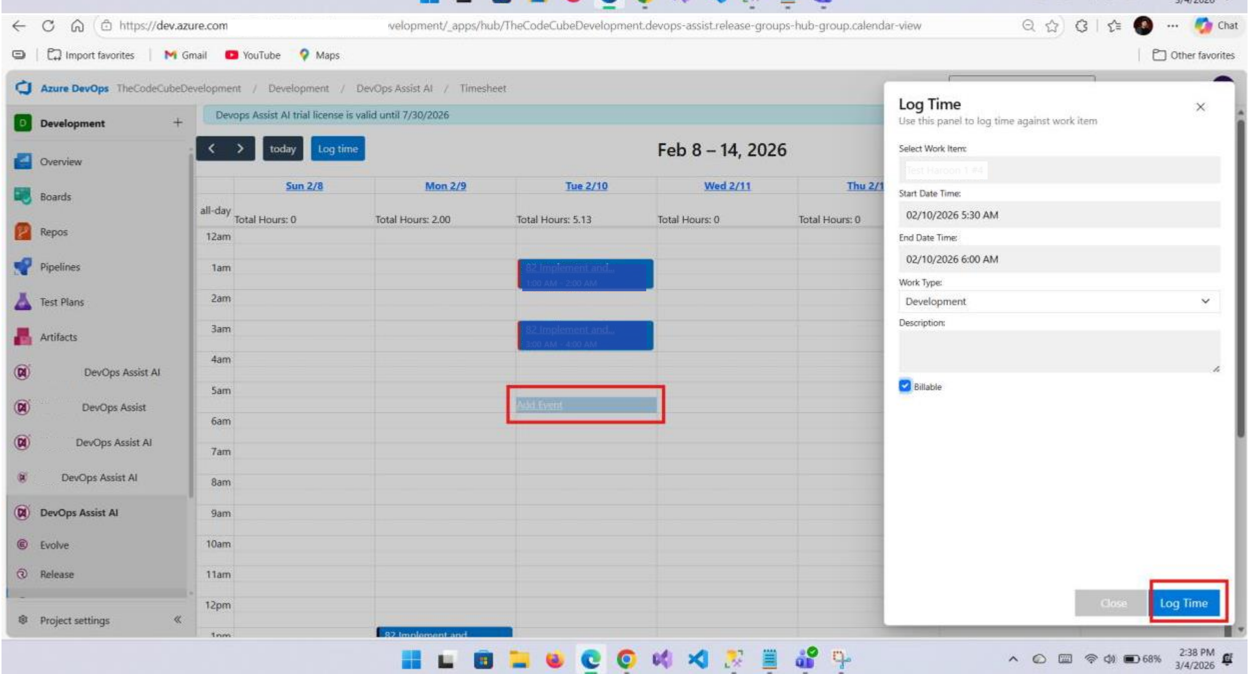


Method 5: Calendar

- Click the Log time button / Click on cell inside calendar.
- Fill out the start time, end time, work type, and optional description.

- Decide if it’s billable or not and toggle the checkbox accordingly.
- When completed, click the ok button.

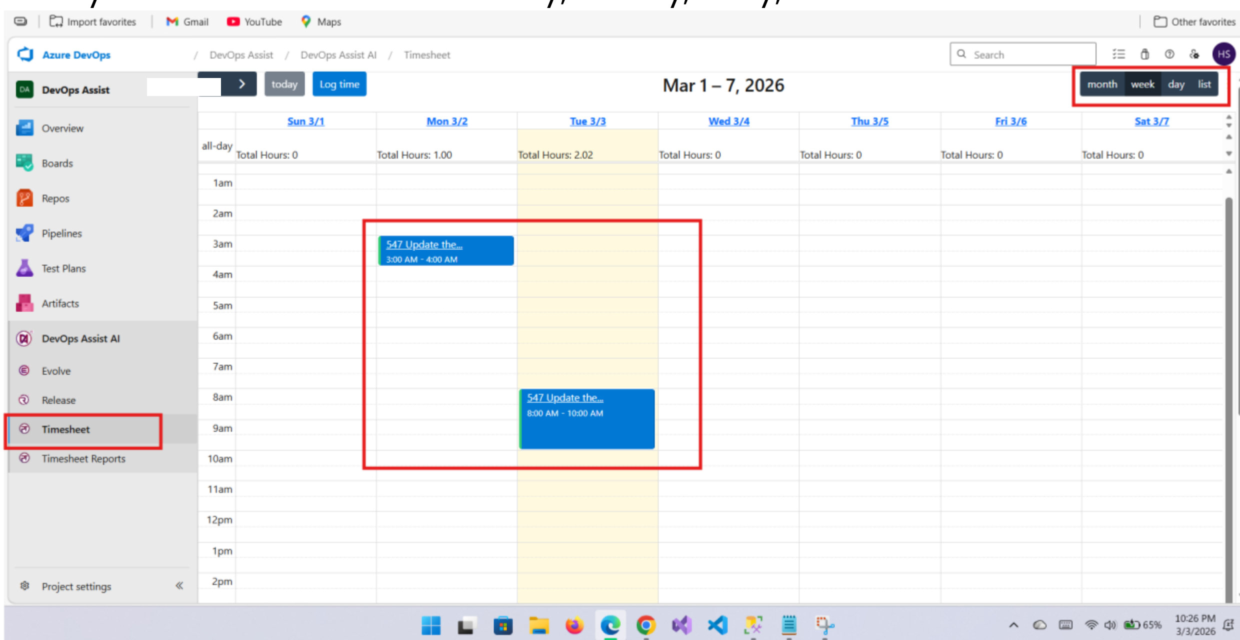




4. How to View Time Entry

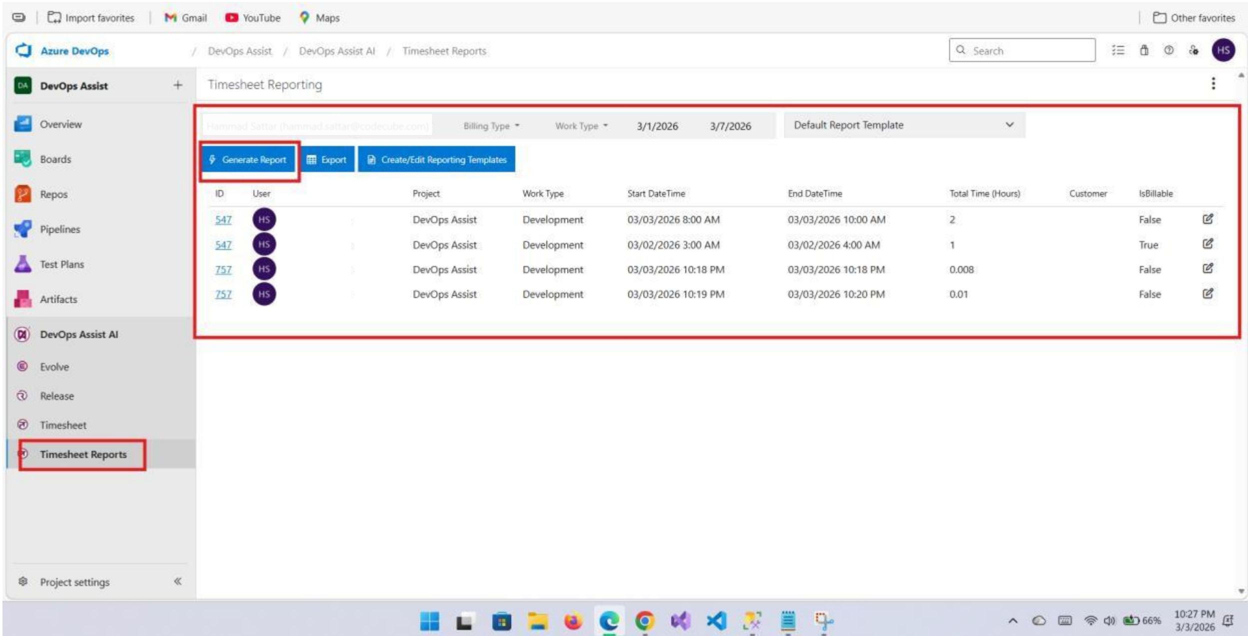
Method 1: Calendar View

- Navigate to Timesheets and select “Calendar View”
- View your time entries in a monthly, weekly, daily, or list formation



Method 2: Reports

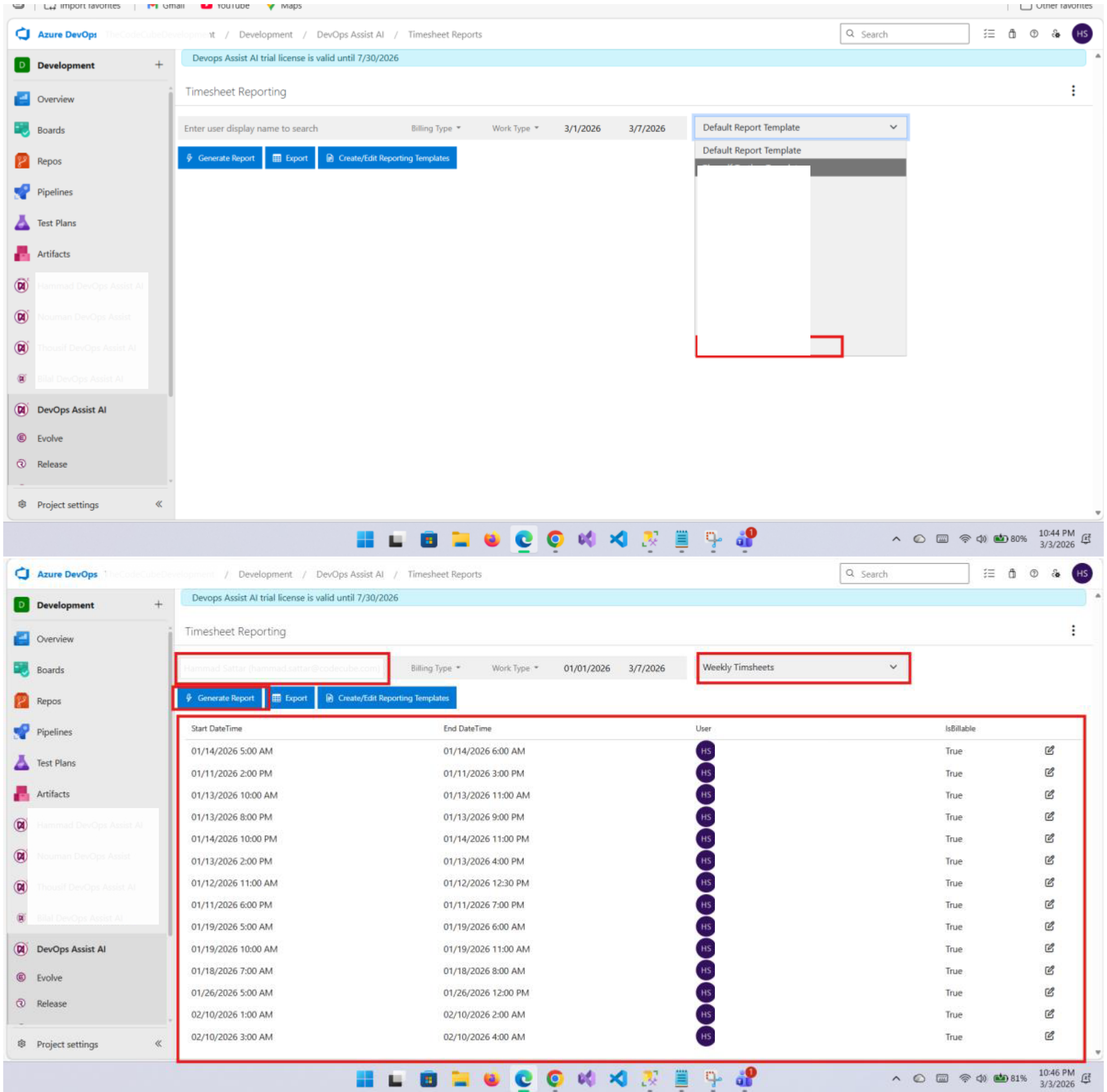
- Navigate to Timesheets and select “Reports”
- <u>Optional Step:</u> Filter by billing type and work type
- Click on the “Generate Report” button
- View your time entries



Method 3: Get Timesheet Reports Using Advanced Templates Advanced Templates help you quickly create ready-made reports without extra setup.

1. Go to **Perfect Timesheets**.
2. Click **Reports**.
3. Select **Advanced Templates**.
4. Choose a template that fits your needs, such as:
    a. **Weekly Timesheet**
    b. **Monthly Summary**
    c. **Billable vs Non-Billable Time**
    d. **User-Wise or Project-Wise Report**
5. Adjust details like **date range**, **projects**, or **users** if needed.

Click Generate Report.



Release Configuration:

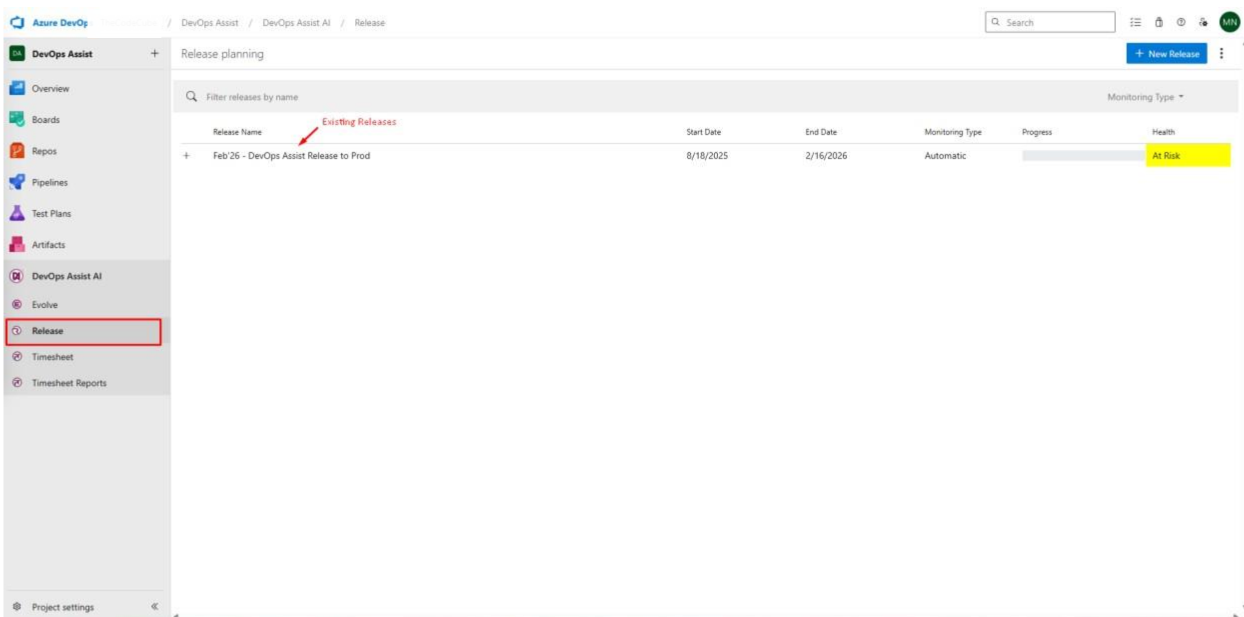
Standard users can:

- Add items to an existing release
- Update items already included in a release

Manager users can:

- Create and delete releases
- Update release details
- Generate release notes
- Publish releases
- Manage the full release lifecycle

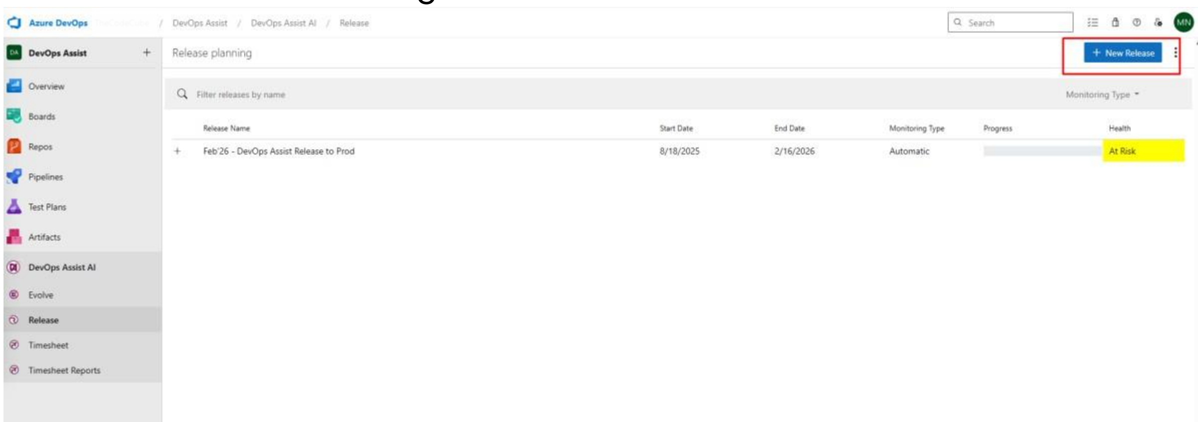
You can access releases by selecting “Releases” from DevOps Assist AI extension.



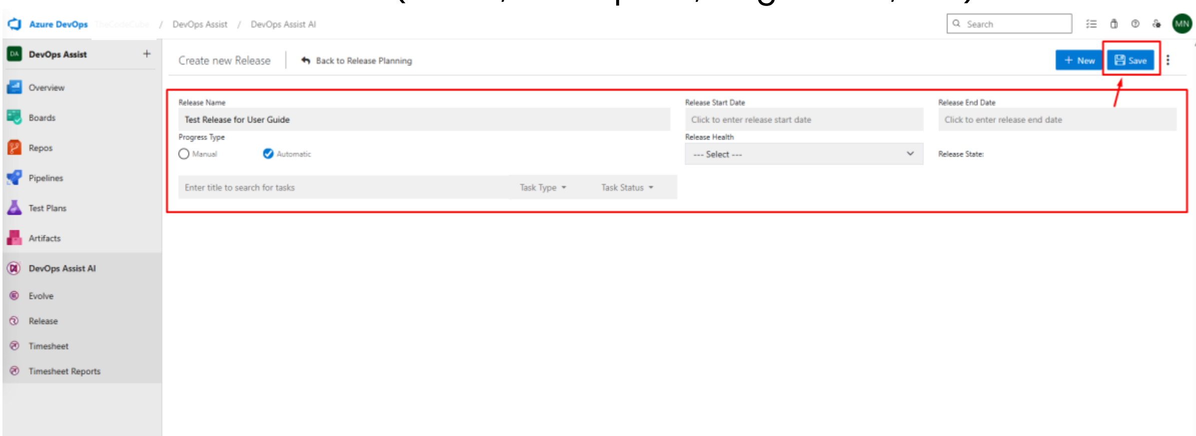
1. How to Create a Release

- Managers with assigned licenses can create releases. They can modify timelines or add/remove items etc.

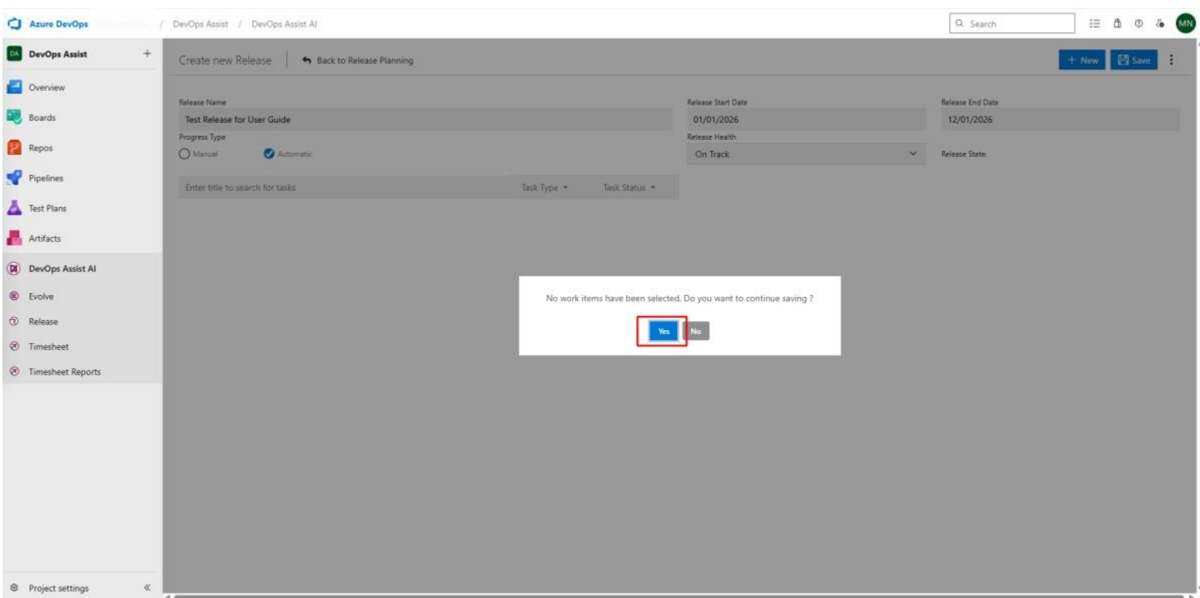
- Click New Release Planning in the Release interface.



- Enter the release details (name, description, target date, etc.).

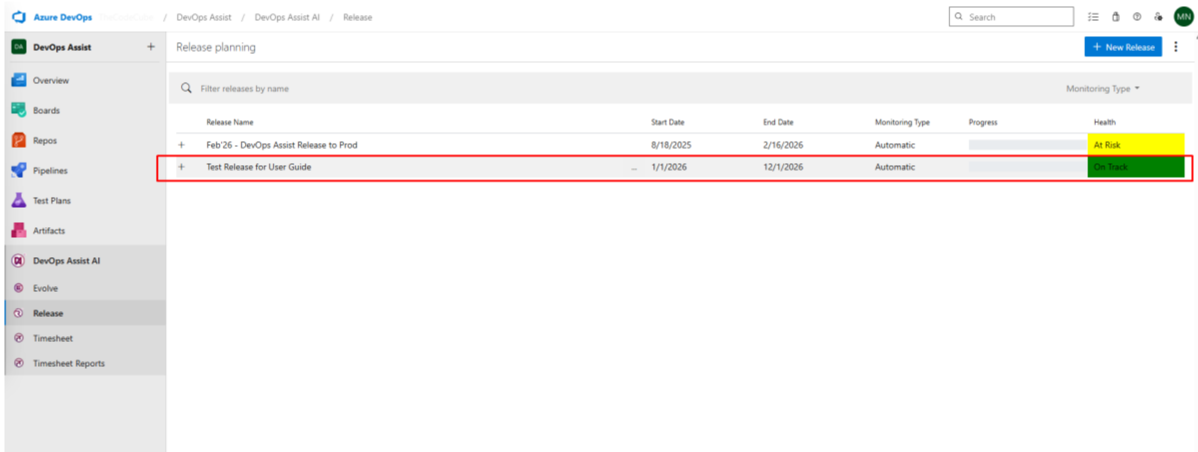


- Click Save to finalize the release.

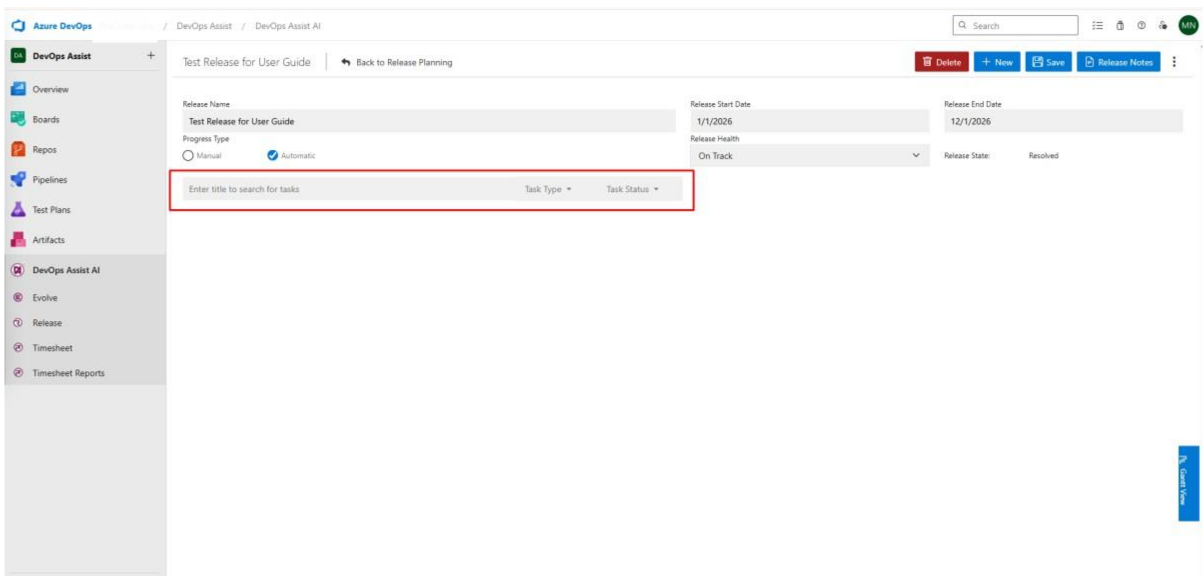


2. How to Add Items in a Release

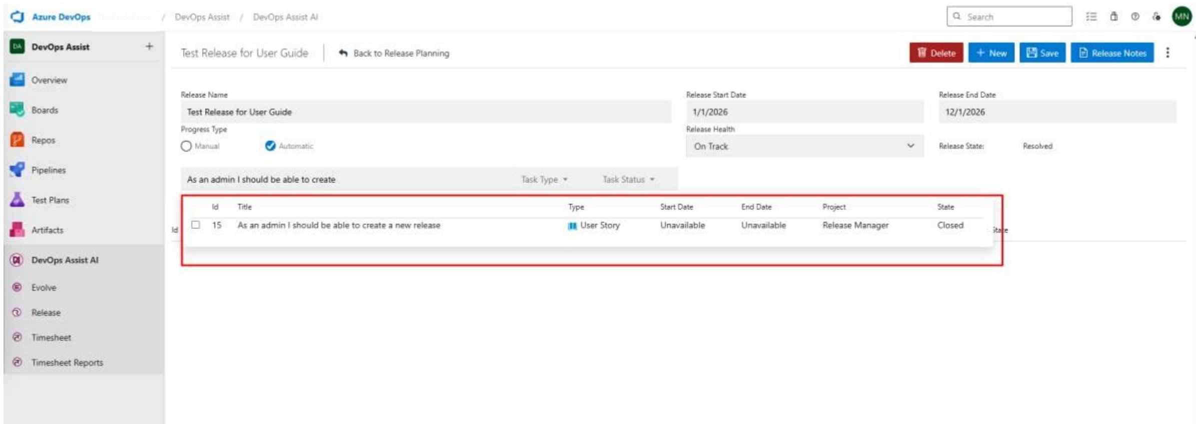
- Select a release from the list.



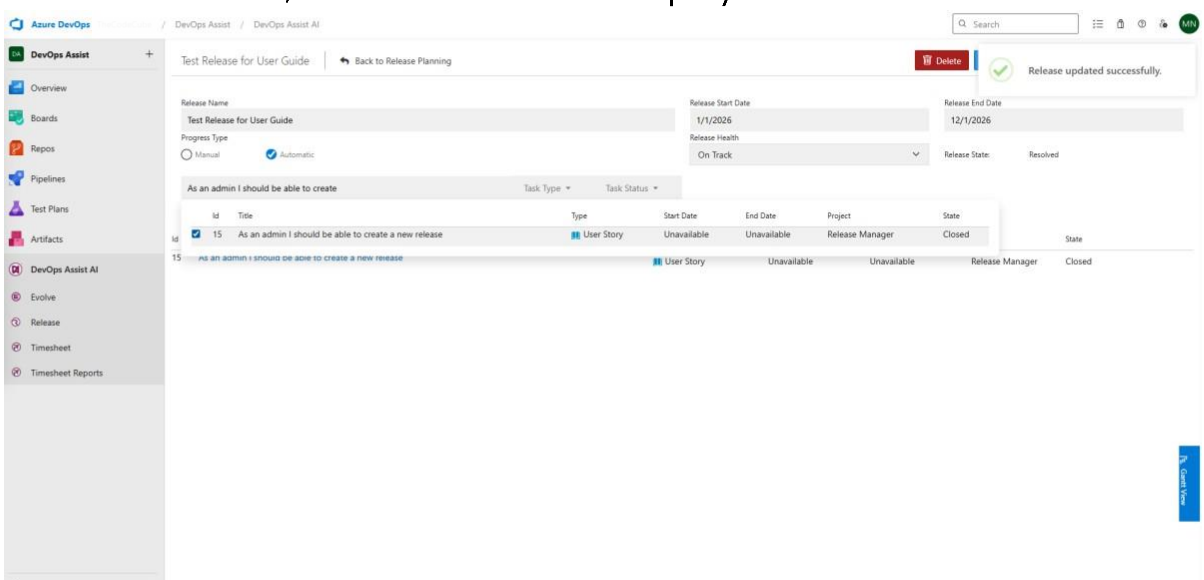
- Search for Work Item’s Titles to be included in release.



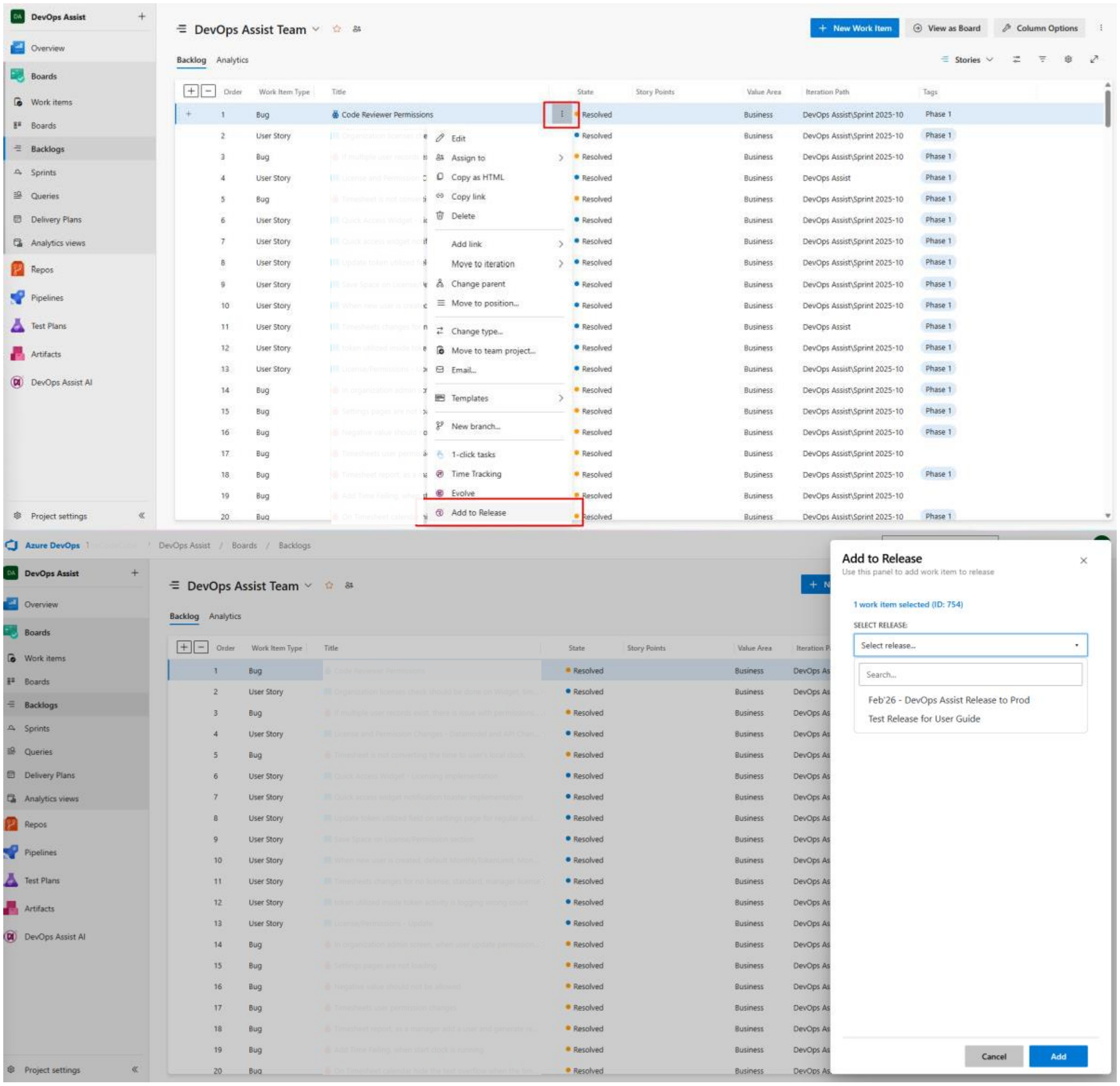
- Choose the work items to be included.



- Confirm selection; added items will be displayed in the release.



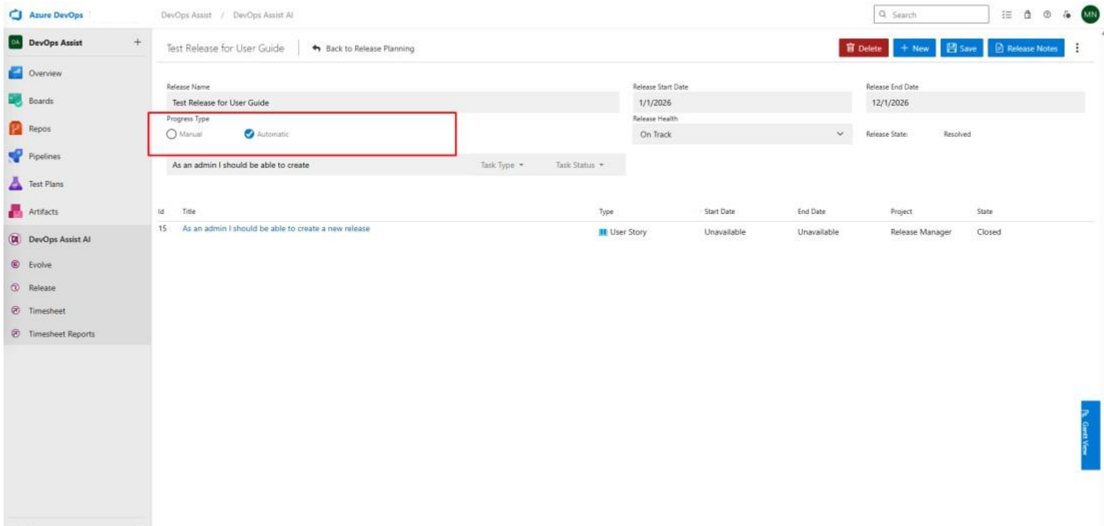
- You can also select any work item and select option “Add to Release” which will open a dialogue to select release from available releases and hit save.



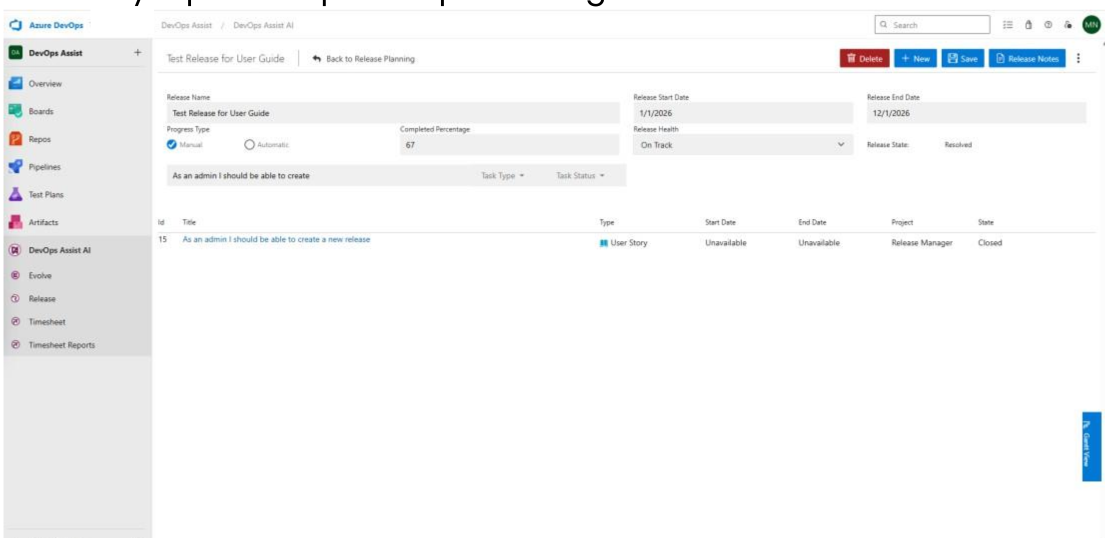
3. How to Track Release Progress (Manual vs. Automatic)

- Releases can be tracked in two ways:
  - Automatic Tracking: Release updates progress and health automatically.
  - Manual Tracking: Managers manually update progress and health status.
- To switch tracking mode:
  - Open the release.

- Change the tracking mode from Automatic to Manual.

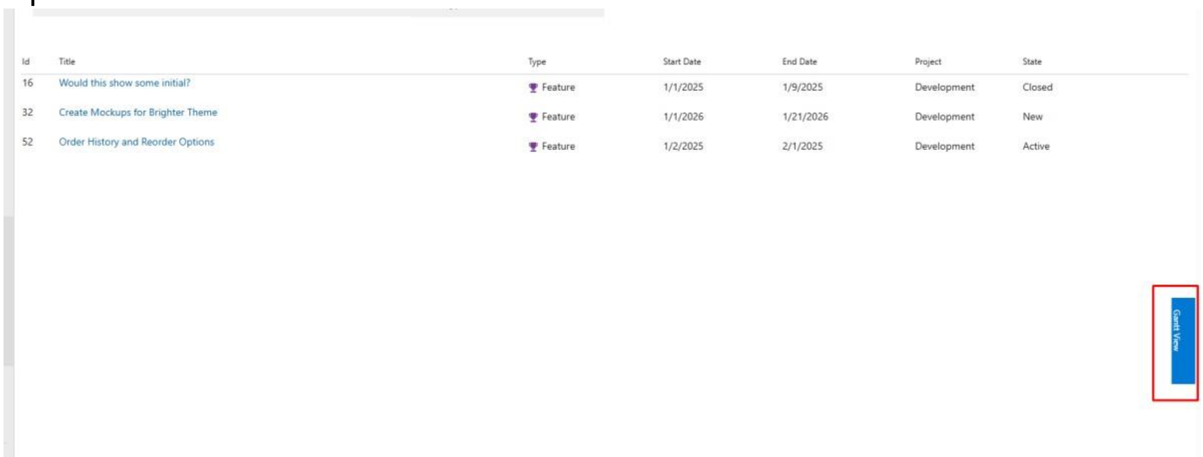


- Manually input completion percentage and health status.

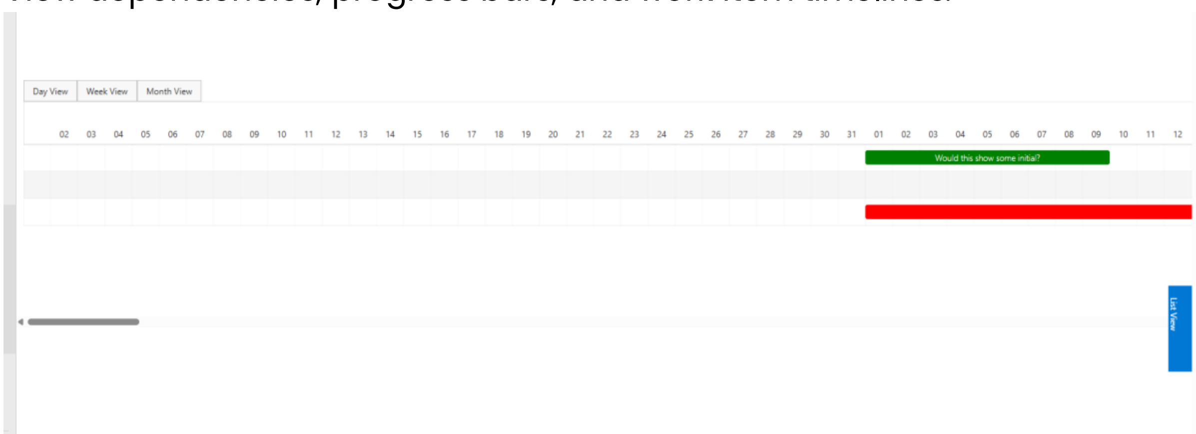


4. How to See Gantt Chart View

- Open the Gantt Chart from the release screen.

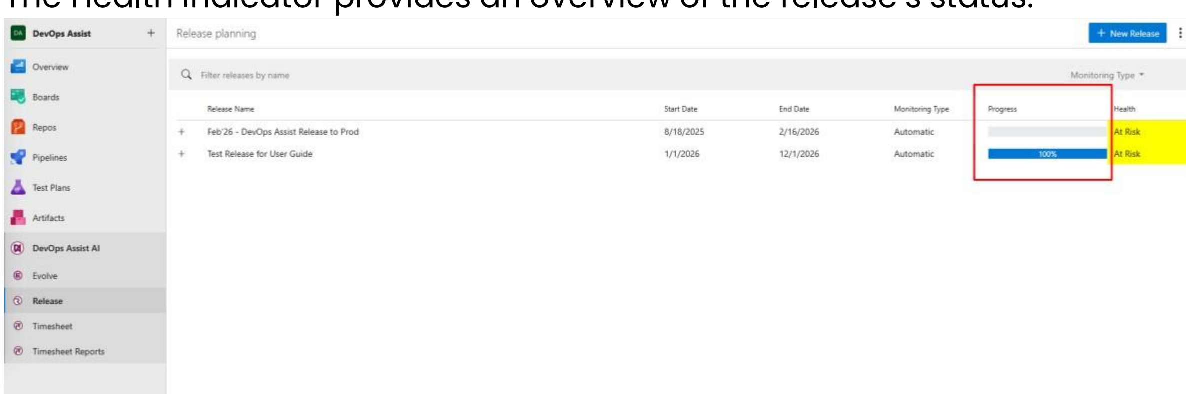


- View dependencies, progress bars, and work item timelines.



5. How to Check Overall Health

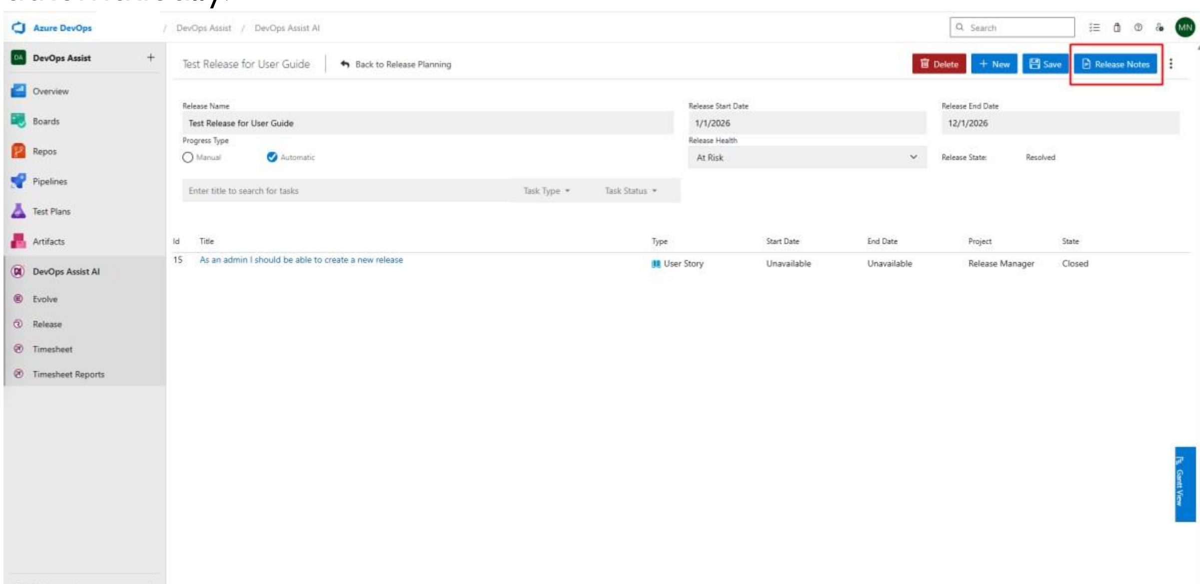
- The Health Indicator provides an overview of the release's status.



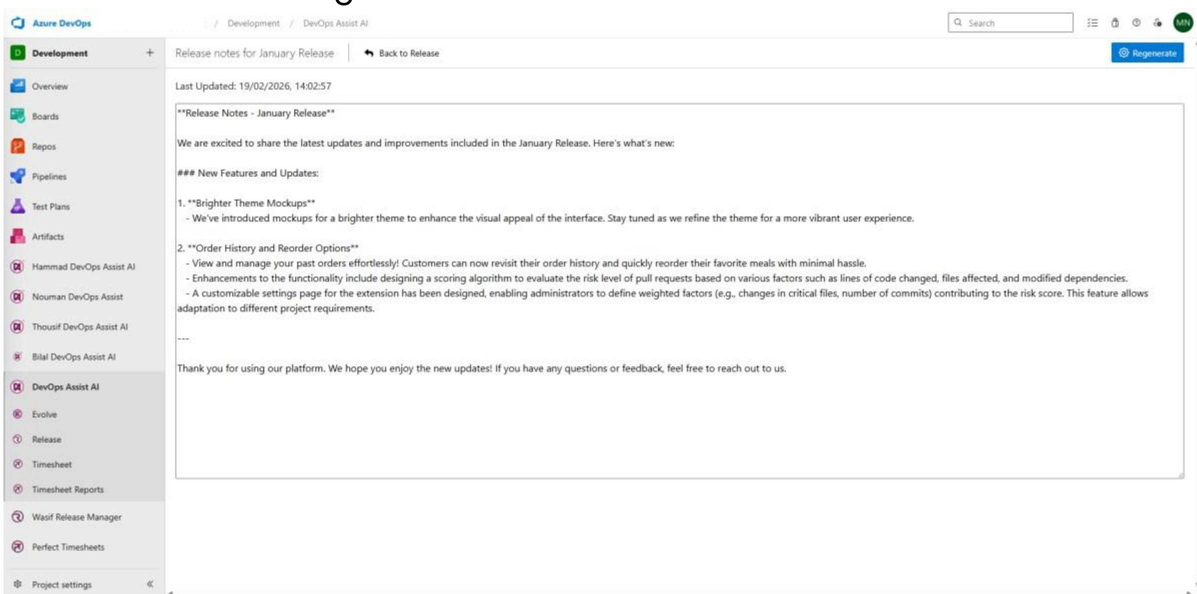
- Manually tracked releases require managers to update the health status.
- Automatically tracked releases adjust health indicators based on work progress.

6. Generating AI-Based Release Notes

- Managers can generate AI-based release notes summarizing the progress.
- Click the button “Release Notes”. It will generate Release Notes automatically.



- Review and click on “Generate Release Notes” to update the generated notes before finalizing.



Summarize Configuration:

Standard users can:

- View summaries

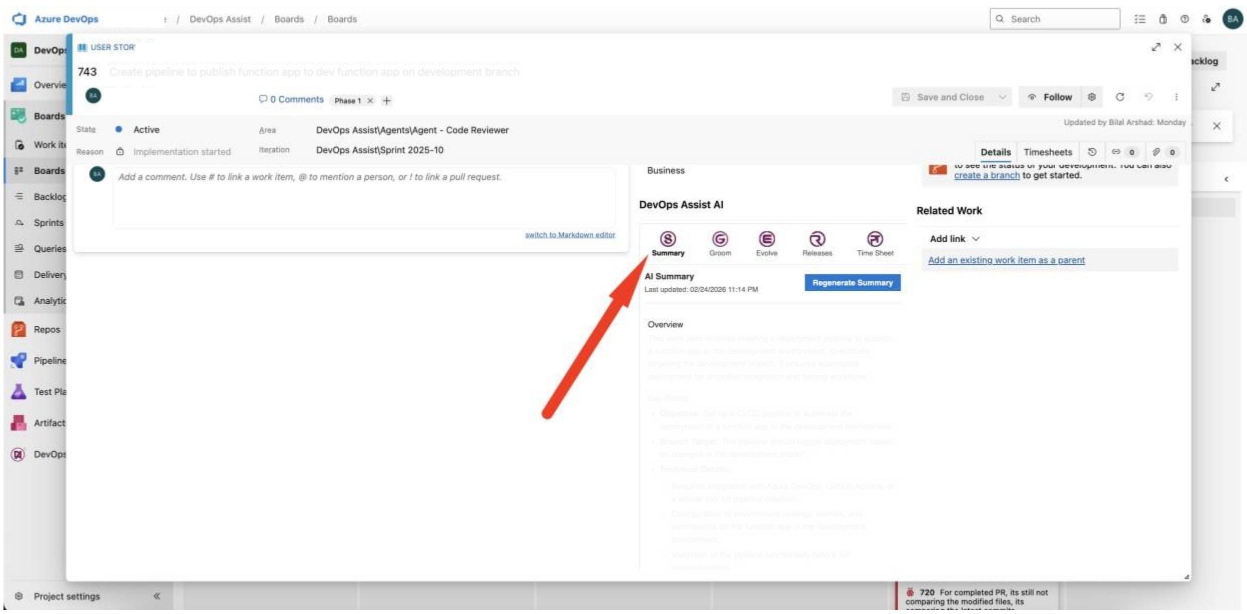
Manager users can:

- Generate summaries
- Regenerate and update summaries
- Manage summary content

The **Summarize** feature provides an AI-generated overview of a work item, helping users quickly understand its key details, current state, and next steps.

1. Access Summarize

- Open the relevant **Work Item** (Epic, Feature, User Story, Task, or Test Case).
- Locate DevOps assist AI quick access widget.
- Go to the **Summarize** button.



2. Generate a Summary

Step 1: Generate

- Click the **Summarize** button.

Step 2: AI Processing

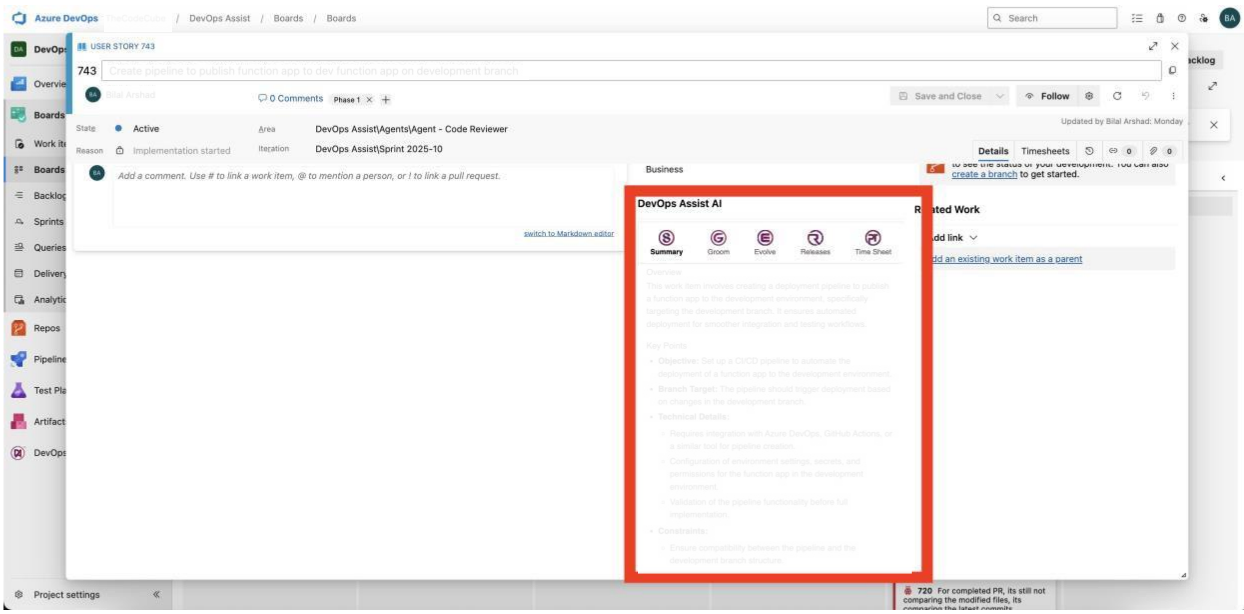
The AI analyzes the entire work item, including:

- Title and description
- Linked details and updates
- Current status and workflow stage

3. View Summary Output

The generated summary includes:

- Key points of the ticket
- Important constraints or considerations
- Current status (for example, *Initial Design Phase*)
- Next expected status or phase



4. Regenerate Summary

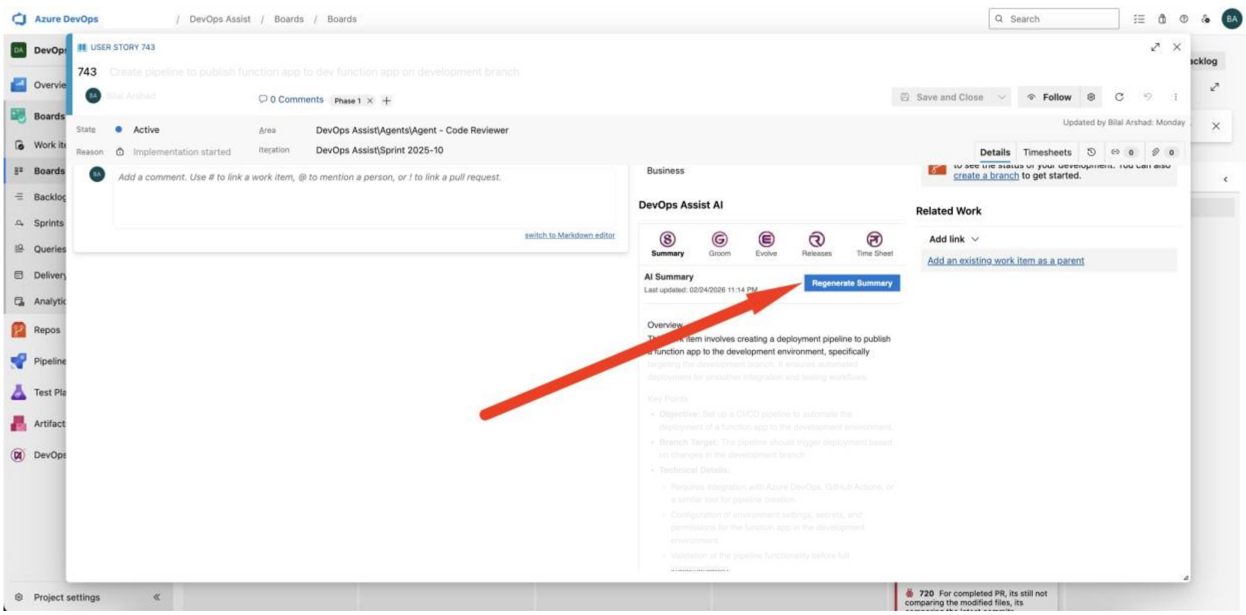
Use this option when changes are made to the work item.

Actions

- Update or modify any details in the work item
- Return to the **Summarize** section
- Click **Regenerate**

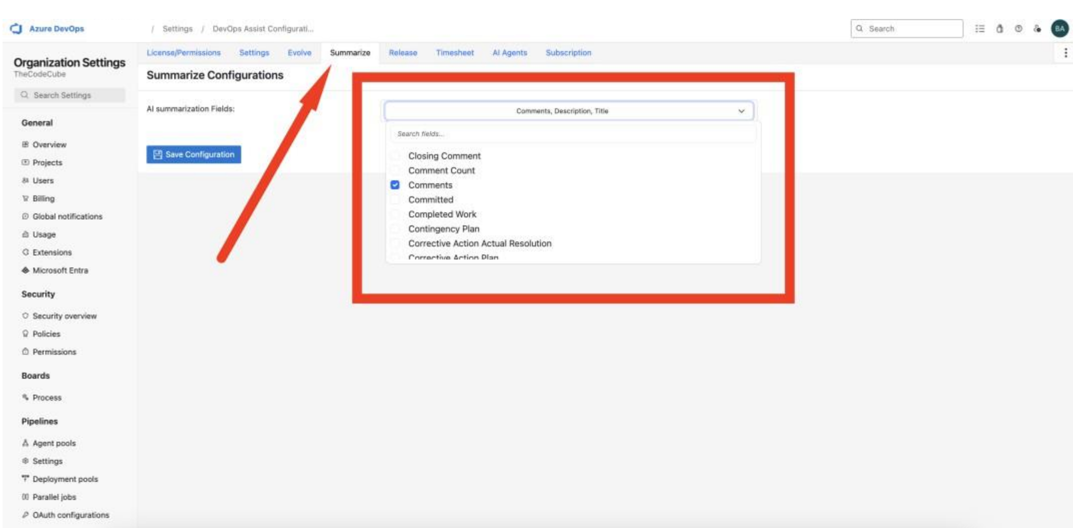
Result

- The summary refreshes automatically and reflects the latest changes in the ticket.



Configure Summarize

1. From Organization Settings, Open the **Summarize** tab.
2. Select AI summarization Fields that will be considered by AI to generate Summary
3. Click **Save Configuration**.



Groom Configuration:

Standard users can:

- Generate AI suggestions to improve item descriptions
- Review suggested improvements
- Accept suggestions for reference

Manager users can:

- Generate AI suggestions
- Select suggestions
- Use the **Append** button to update item descriptions
- Modify item descriptions through AI actions

1. Access Groom Widget

- Open the relevant Work Item (Epic, Feature, User Story, Task, or Test Case).
- Locate the **DevOps Assist AI Quick Access** widget.
- Go to the **Groom** input box.

2. Generate Suggestions

Step 1: Enter Instructions
Type instructions in the input box describing how you want to groom the story (for example, add details, clarify acceptance criteria, or improve the description).

Step 2: AI Processing

- The AI analyzes the work item.

- Click **Generate Suggestions** to receive a list of recommended updates.

3. Apply Suggested Updates

The generated suggestions may include:

- Enhanced or expanded descriptions
- Clarified acceptance criteria
- Improved formatting and structure
- Additional missing details

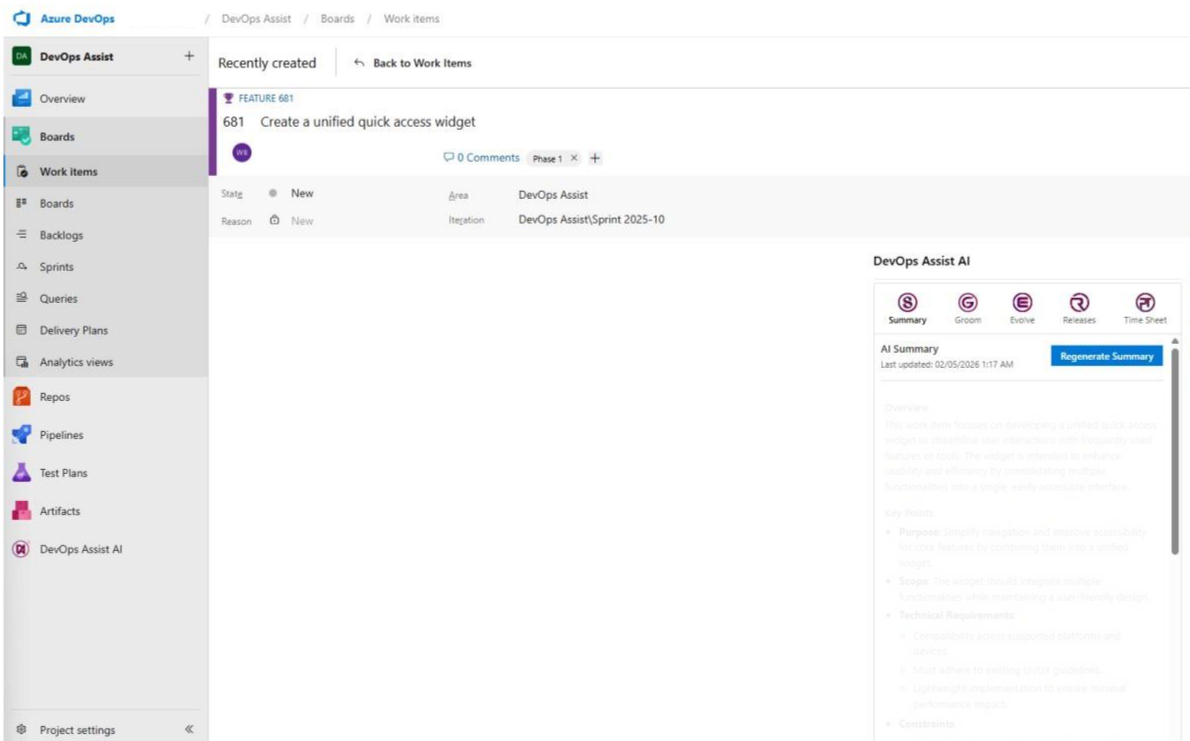
Select a suggestion and click the **Insert** (arrow) icon to automatically add it to the work item's description.

DevOps Assists AI Quick Access Widget

Summarize widget

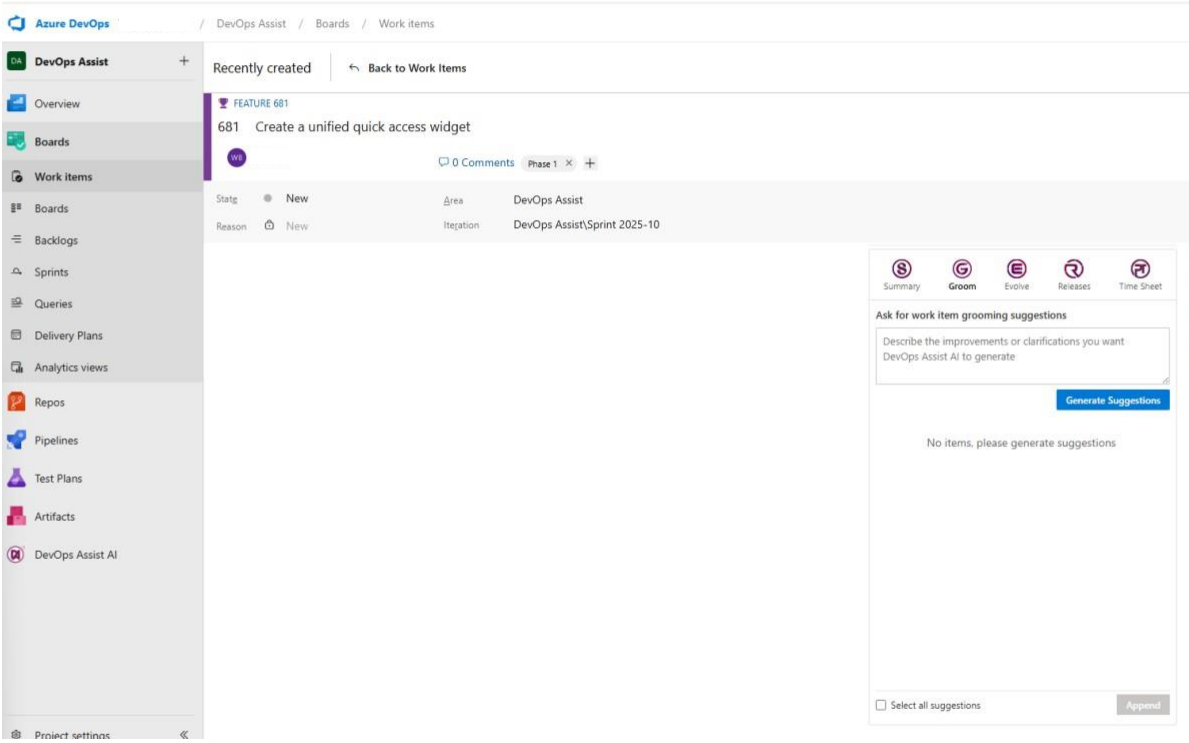
- The first widget is the Summarize widget, which displays an automatic summary of the currently open work item.
- The summary updates based on the current content of the item.
- No extra clicks needed, just open the item and the summary appears. However if you feel the summary is outdated since edits were made to work item after summary was made previously, you can also

“Regenerate Summary” option to get the latest.

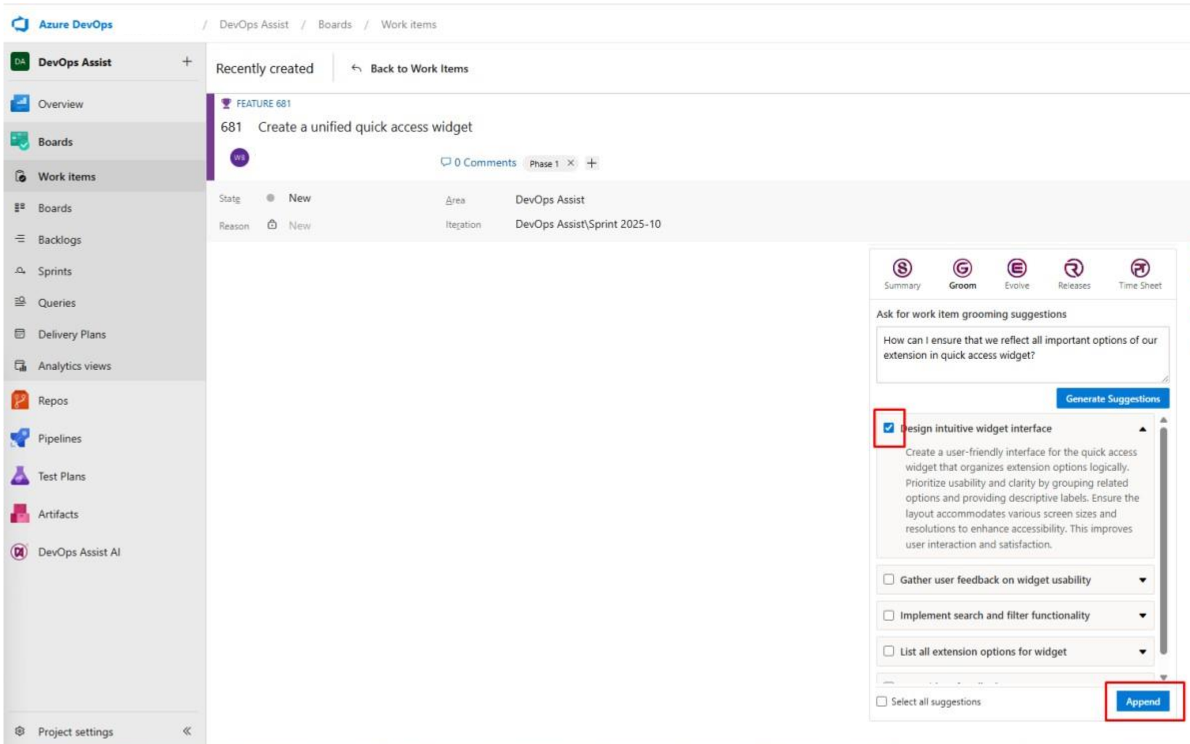


Groom Widget

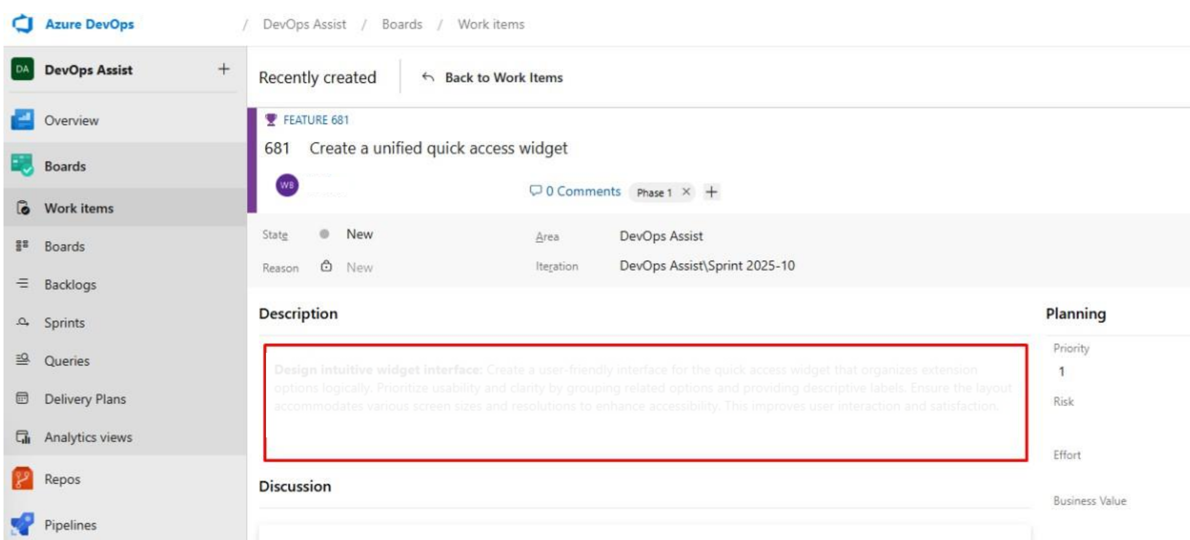
- The second widget is the Groom widget, which allows you to refine and enhance the currently open work item.



- Type how you want to groom the story in the input box (for example: clarify acceptance criteria, add edge cases, break it down, etc.)
- Click **Generate Suggestions**.
- A list of grooming suggestions will appear.
- Select the suggestions you want to include a description of the work item and click “Append”.

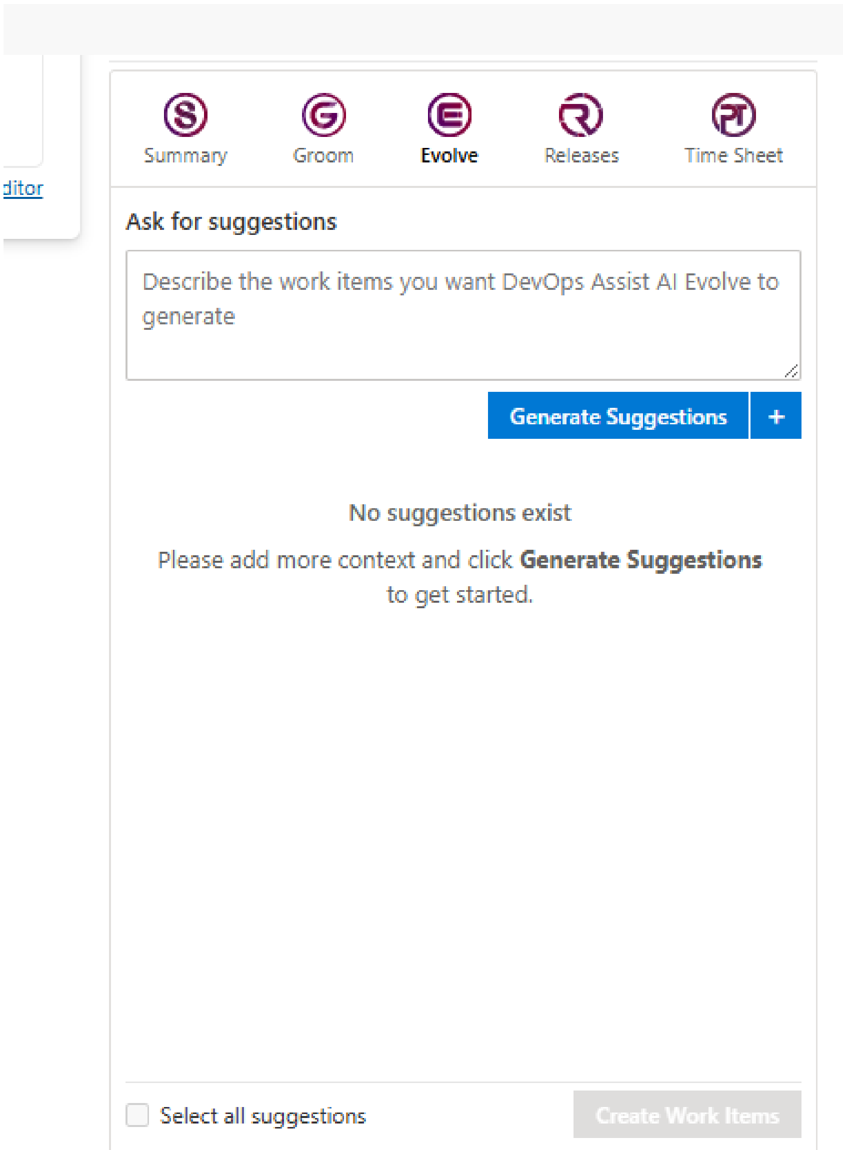


- It will add it to description of Work Item.



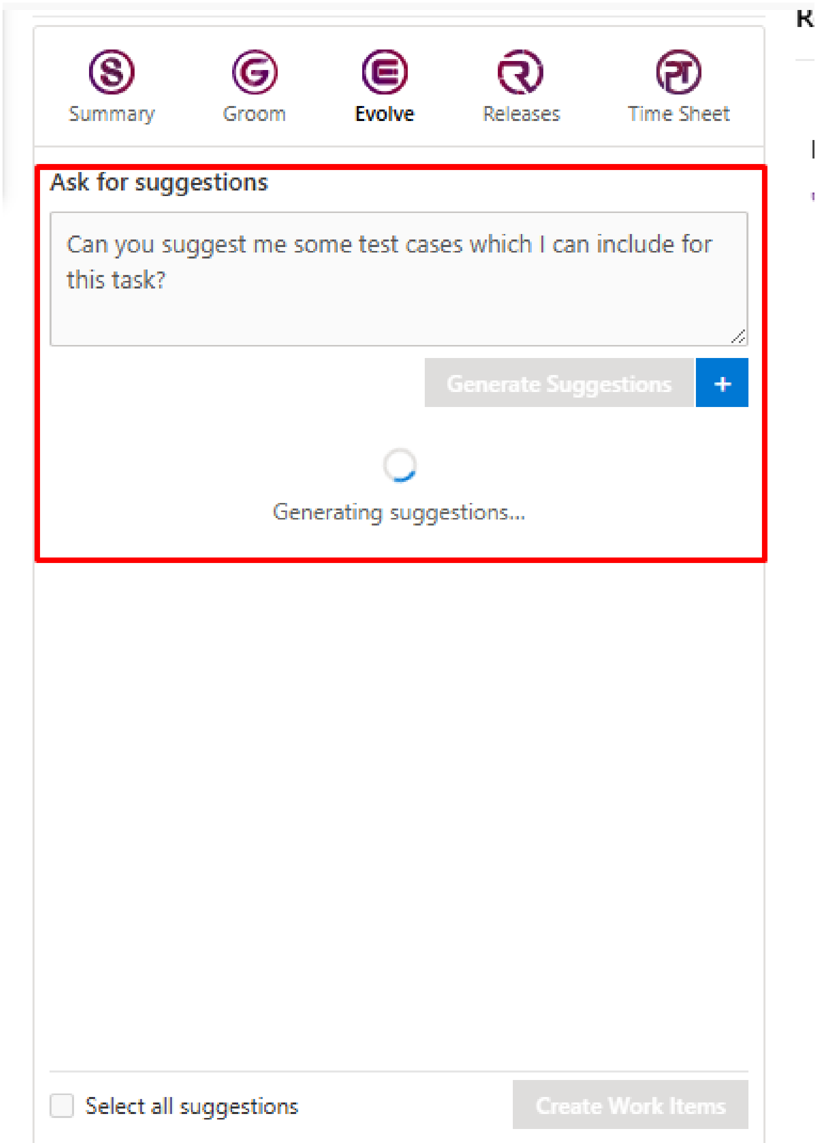
Evolve Widget

- The third widget is the Evolve Widget which generates a new work item based on user input.

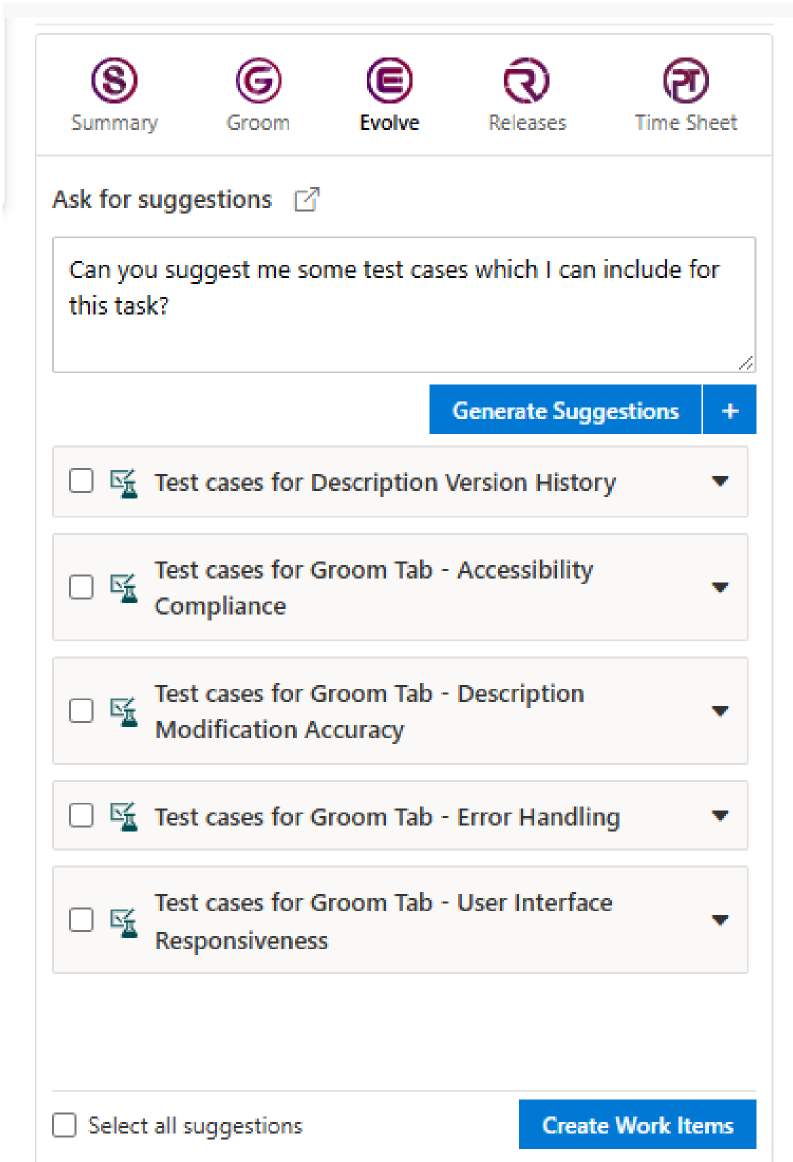


- Enter instructions or ideas into the input field.

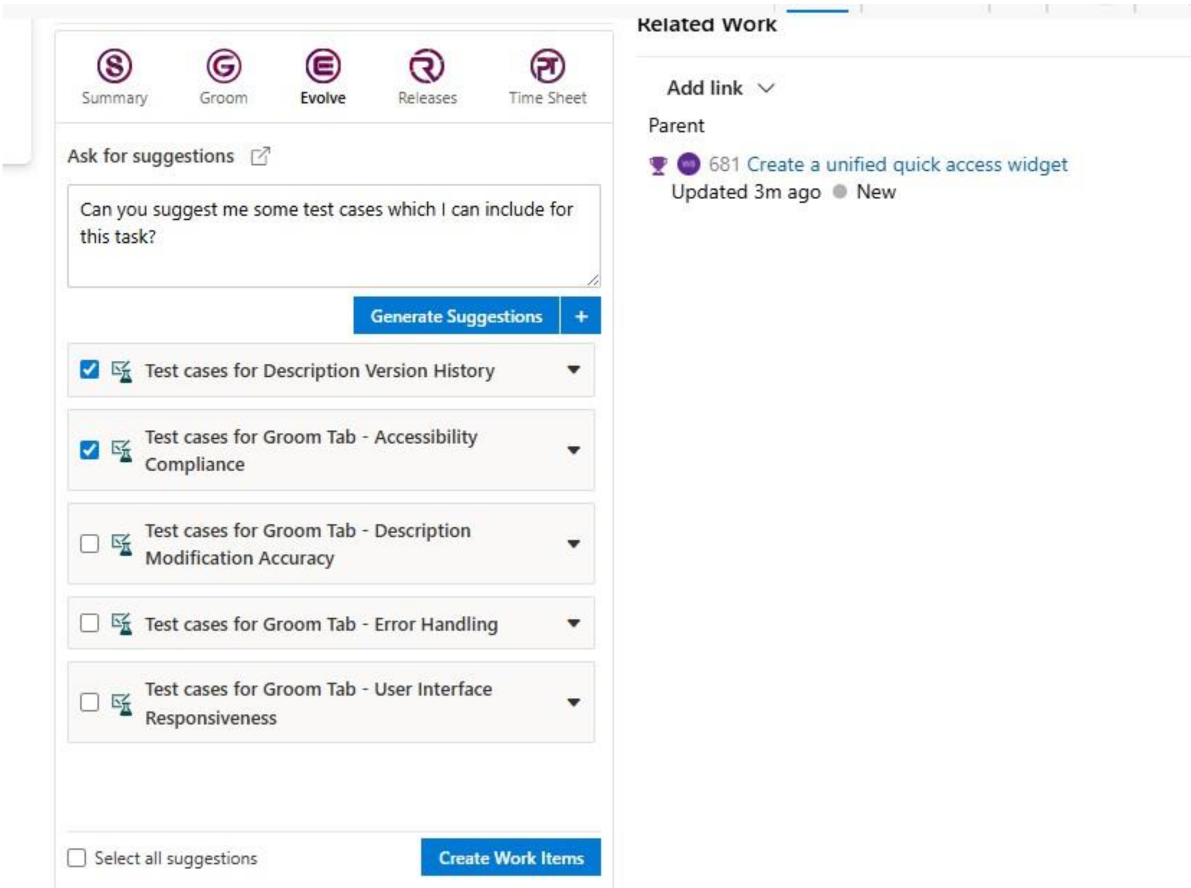
- Click **Generate**.

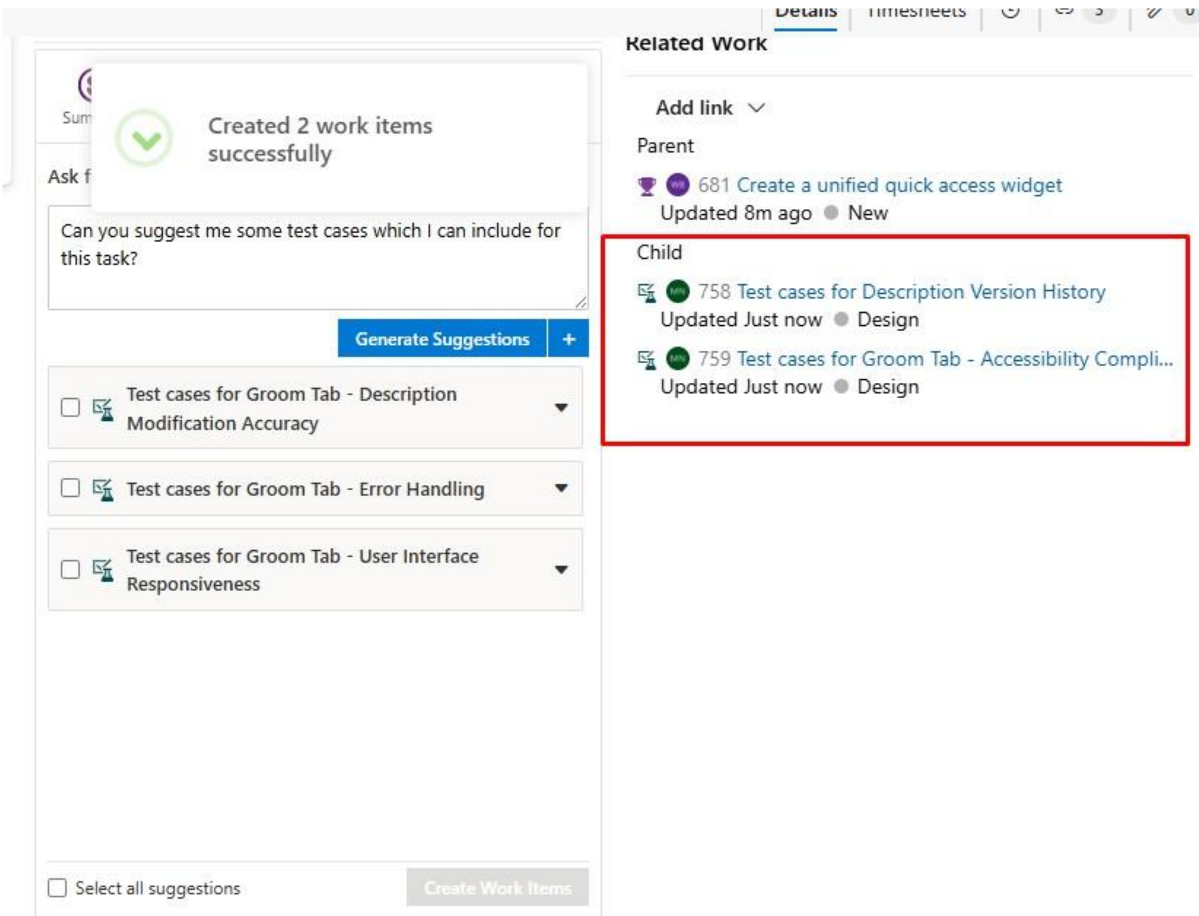


- The widget generates new or evolved content related to the work item.



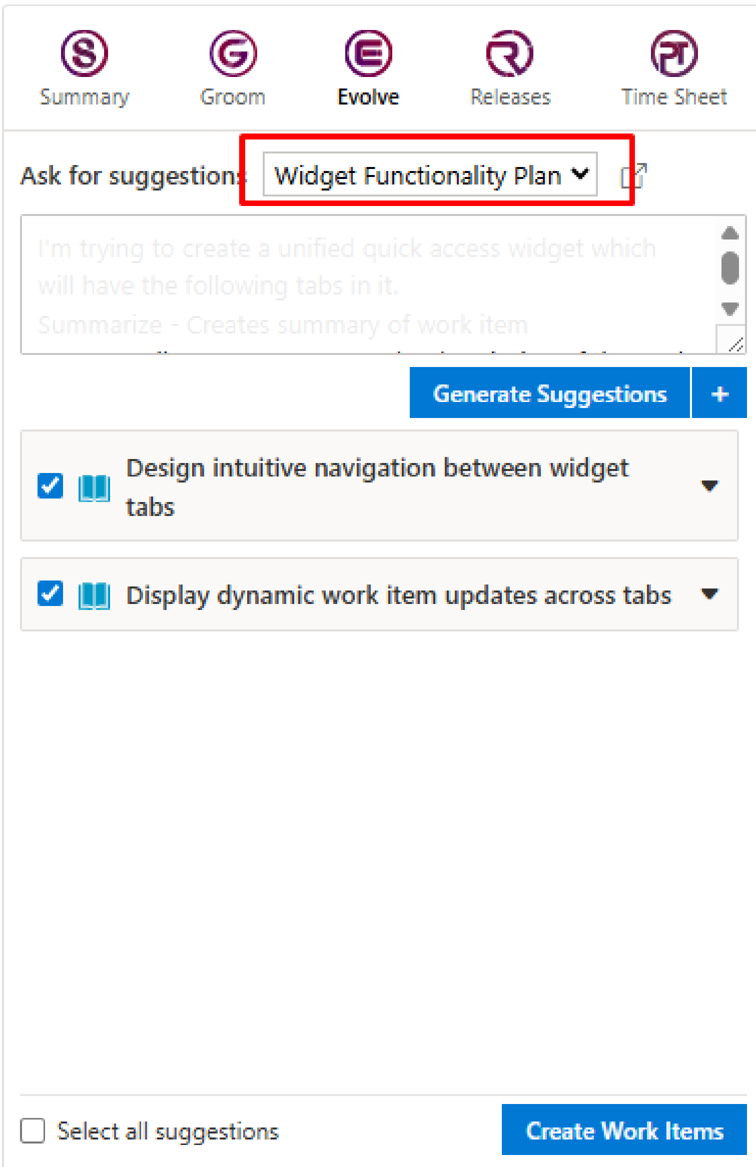
- Select any generated work items and click “Click Work Items”. Generated items can be inserted directly into the work item.


Related Work
Summary
Groom
Evolve
Releases
Time Sheet
Ask for suggestions
Can you suggest me some test cases which I can include for this task?
Generate Suggestions
+
Test cases for Description Version History
Test cases for Groom Tab - Accessibility Compliance
Test cases for Groom Tab - Description Modification Accuracy
Test cases for Groom Tab - Error Handling
Test cases for Groom Tab - User Interface Responsiveness
Select all suggestions
Create Work Items
Add link
Parent
681 Create a unified quick access widget
Updated 3m ago
New

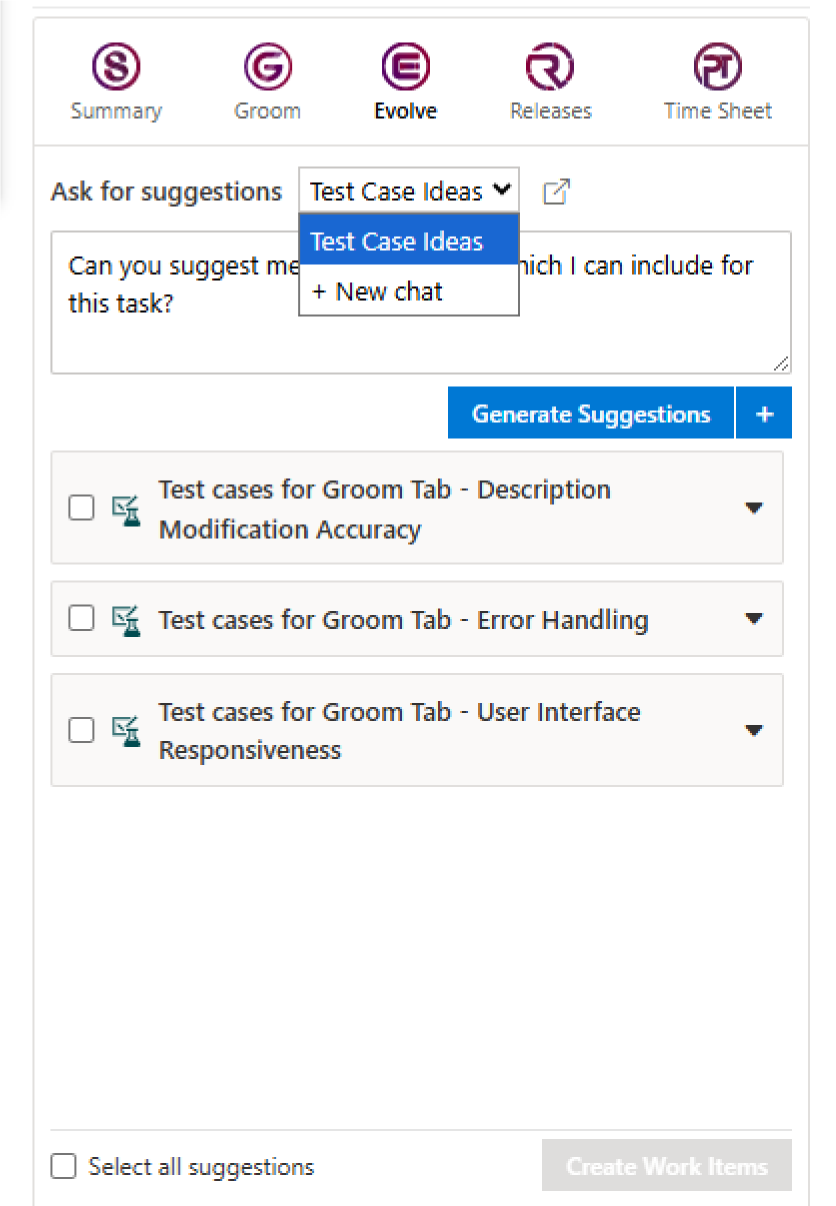


Loading Previous chat:

Your chat history is saved and can be accessed via dropdown. Upon selecting one chat, its content will be updated. It also syncs chats between the Evolve Chat page if you select a work item there.

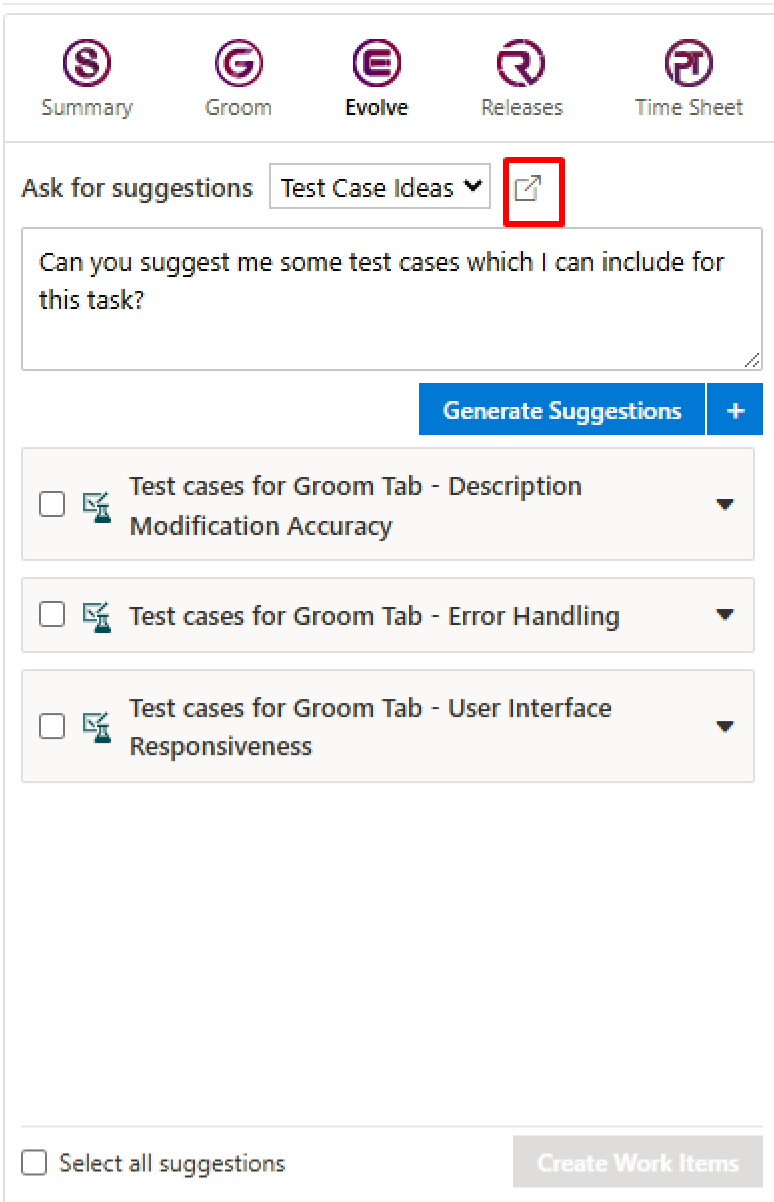

Summary
Groom
Evolve
Releases
Time Sheet
Ask for suggestions
Widget Functionality Plan
I'm trying to create a unified quick access widget which will have the following tabs in it.
Summarize - Creates summary of work item
Generate Suggestions
+
Design intuitive navigation between widget tabs
Display dynamic work item updates across tabs
Select all suggestions
Create Work Items

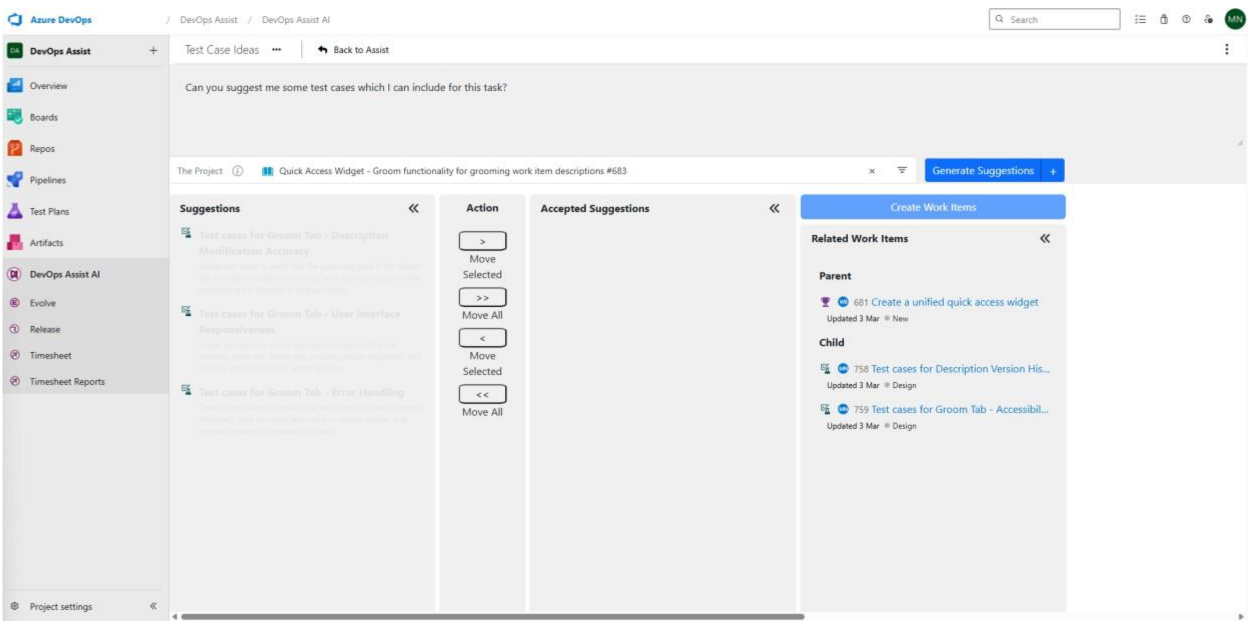
You can also find the option to create a new chat for the same work item.



Opening chat in Evolve Chat Page:

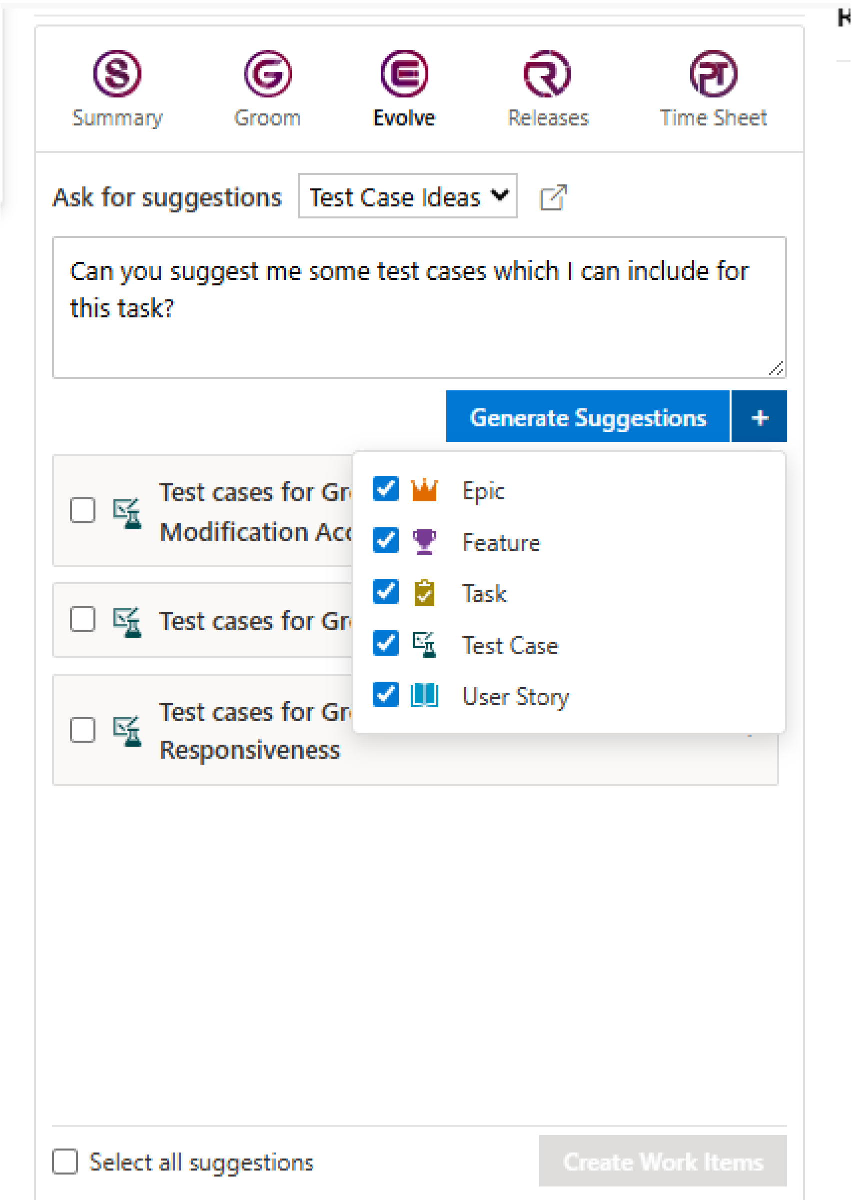
If you want to continue working on the Evolve chat page, you can click this icon, and the chat will be loaded in the new tab.


Summary
Groom
Evolve
Releases
Time Sheet
Ask for suggestions
Test Case Ideas
Can you suggest me some test cases which I can include for this task?
Generate Suggestions
+
Test cases for Groom Tab - Description Modification Accuracy
Test cases for Groom Tab - Error Handling
Test cases for Groom Tab - User Interface Responsiveness
Select all suggestions
Create Work Items



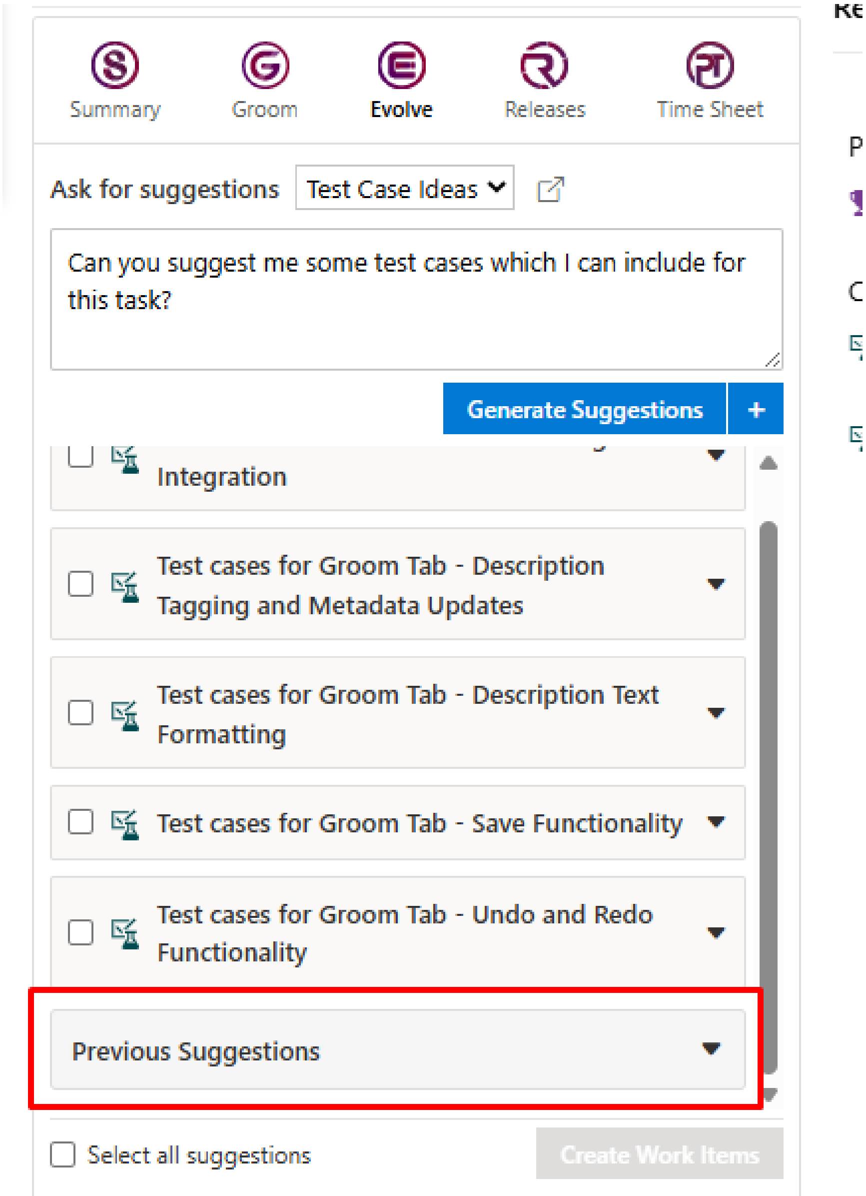
Focus options while Suggestions Generation:

From this dropdown you can select which work item types you want the AI to generate. By default, all allowed work item types are selected which can be customized in Extension settings.

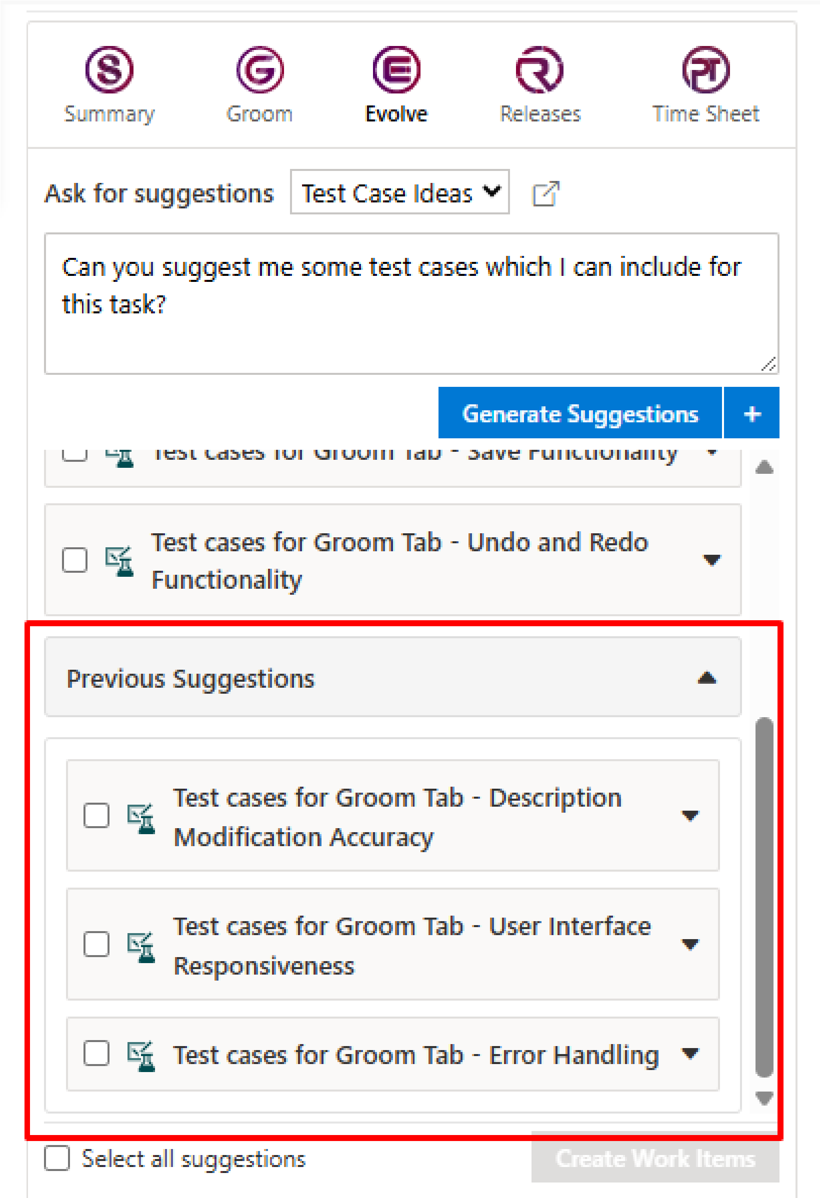


Loading “Previous Suggestions”

If you want to generate new suggestions but do not want to lose previous suggestions; you can access them through “Previous Suggestions” options which are shown at the end of suggestions.

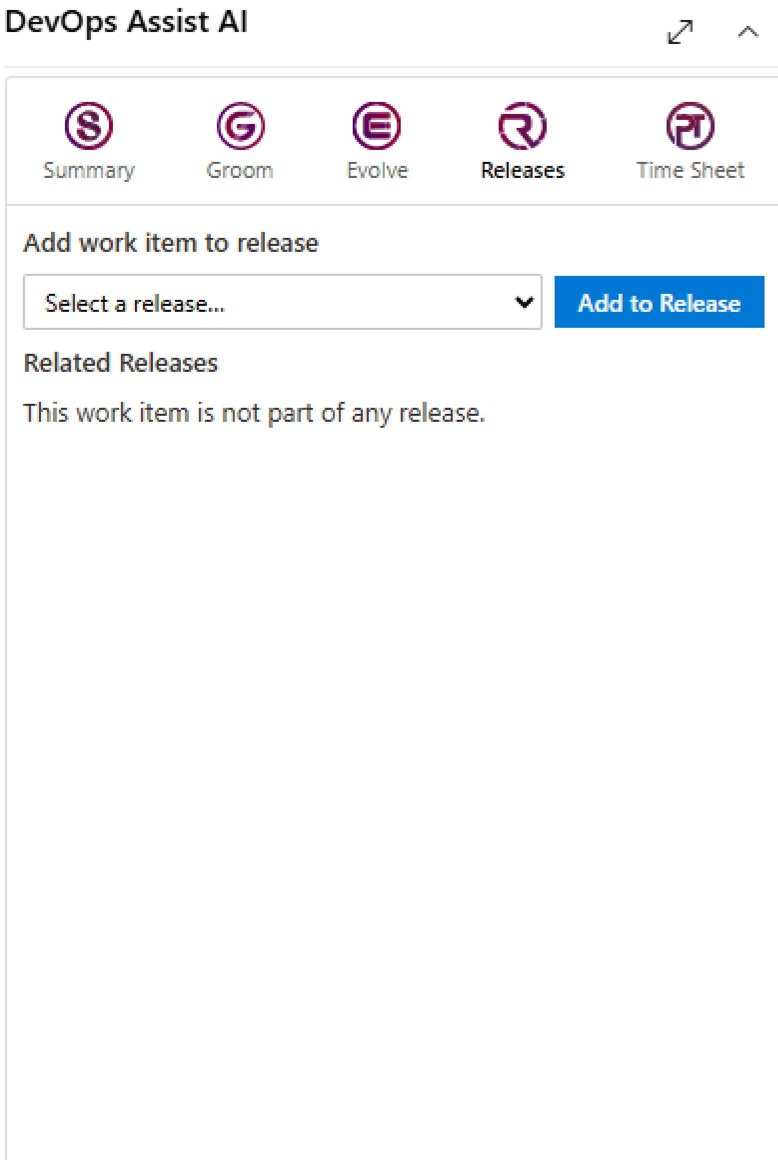


Upon clicking the banner, it will show you previous chat suggestions still allowing you to create work items.

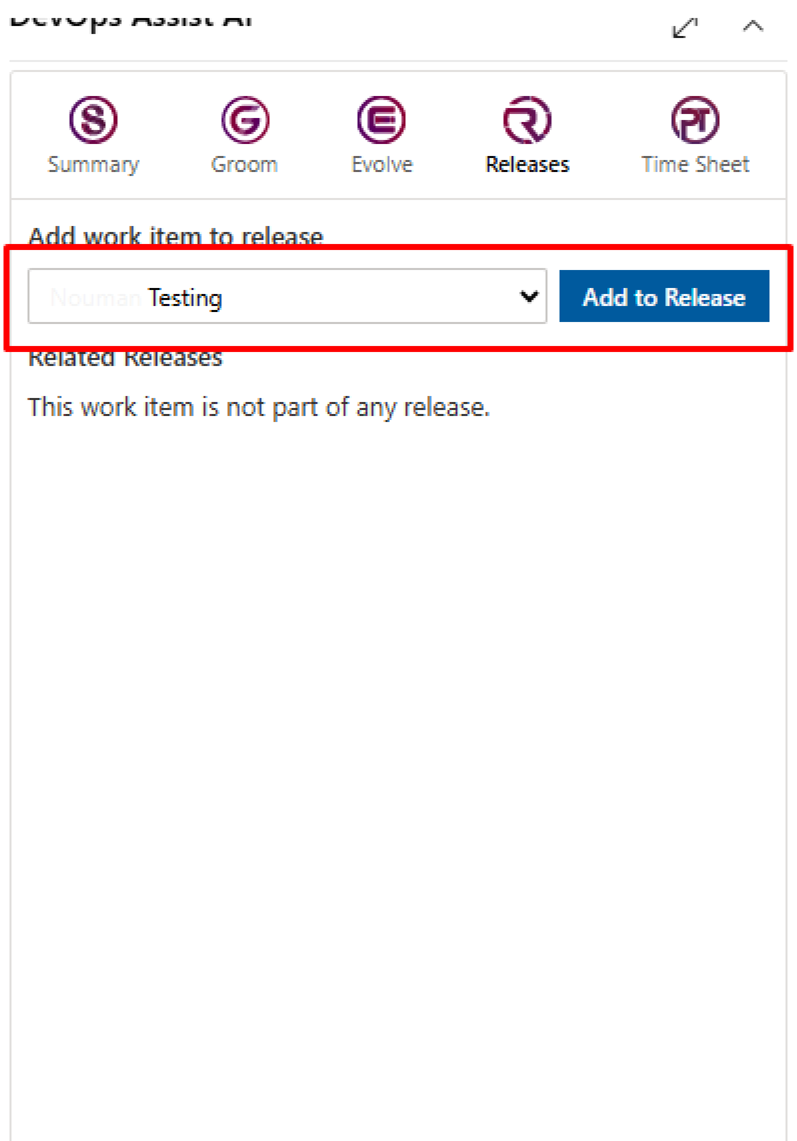


Release widget

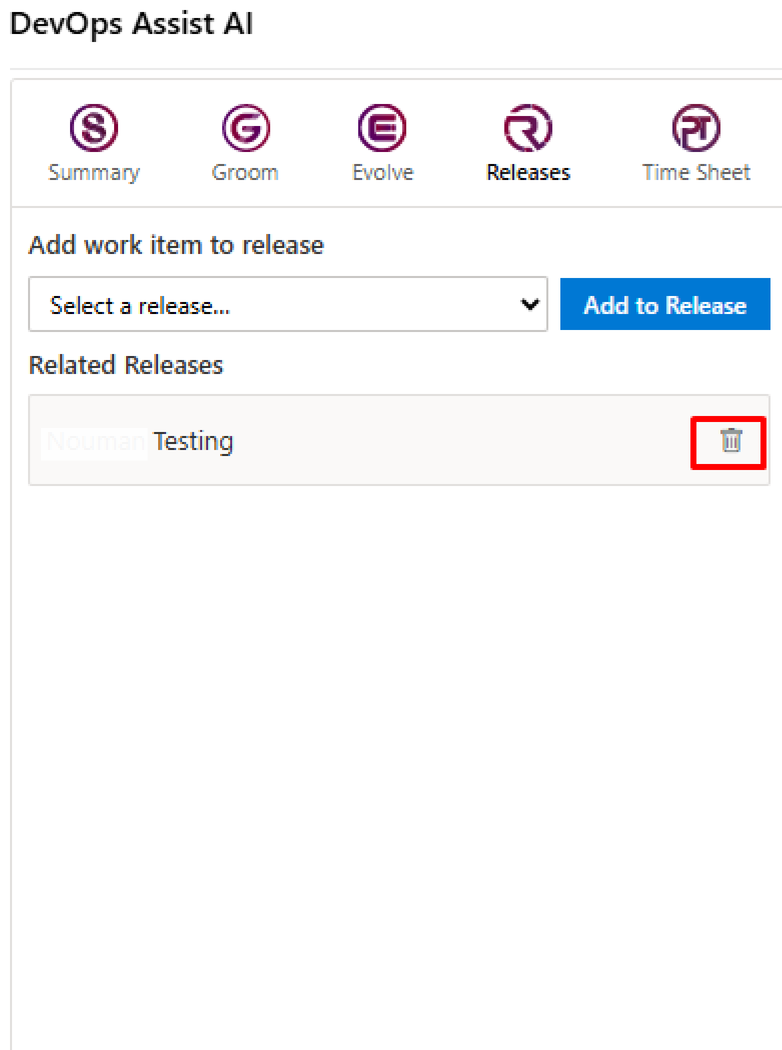
- The fourth widget is a release manager widget which manages release related actions directly from the Quick Access area.



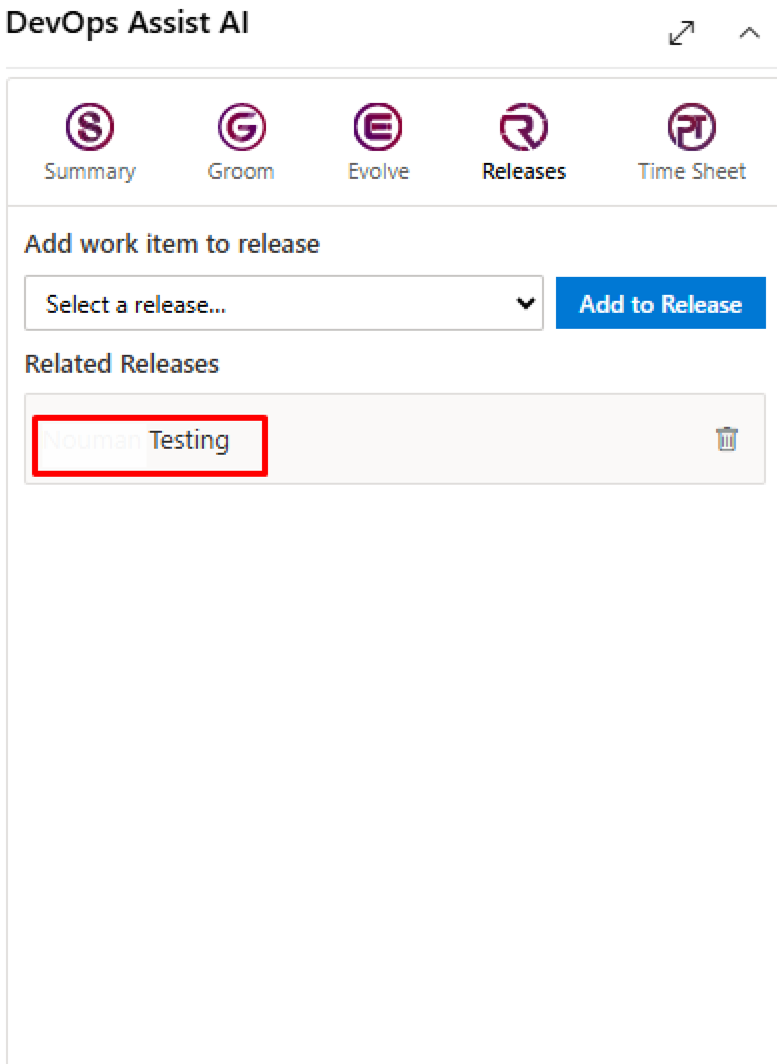
- You can select available releases from dropdown and click on “Add to Release” to add the work item to the selected release.



- If you want to delete the work item from the release, then click on the Delete icon.


DevOps Assist AI
Summary
Groom
Evolve
Releases
Time Sheet
Add work item to release
Select a release...
Add to Release
Related Releases
Testing

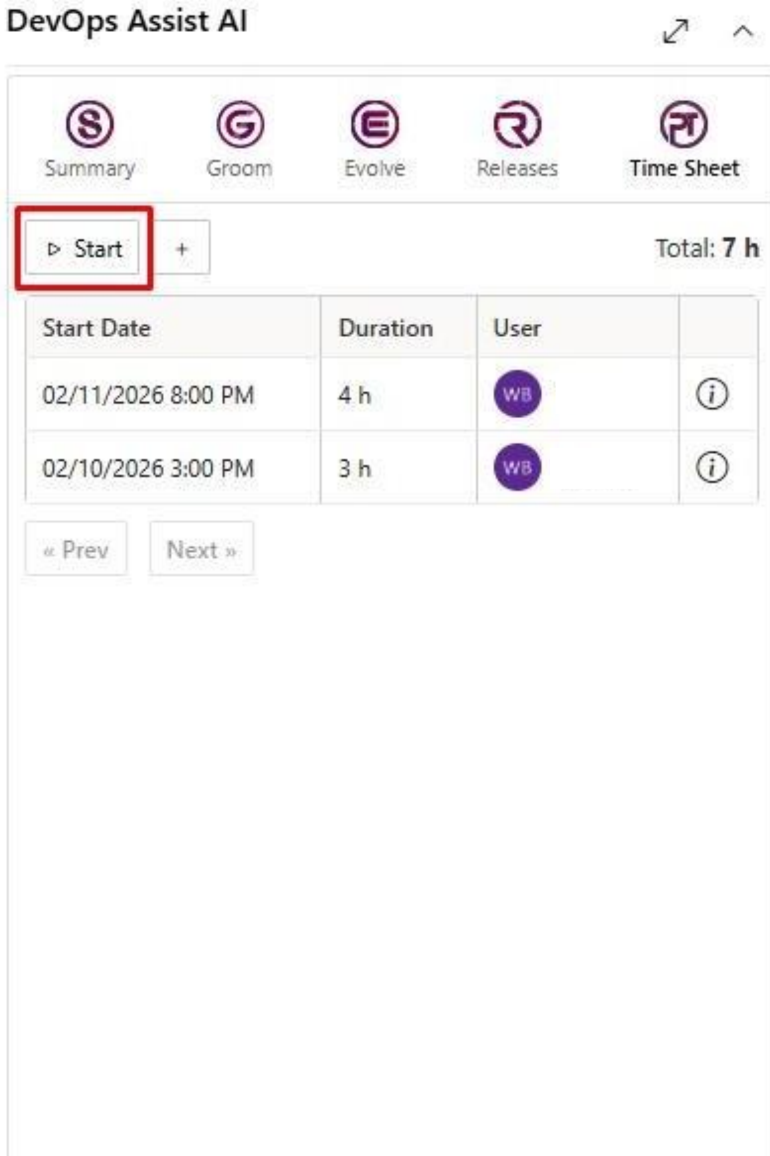
- If you click on the release name, then it will open it in the new tab.



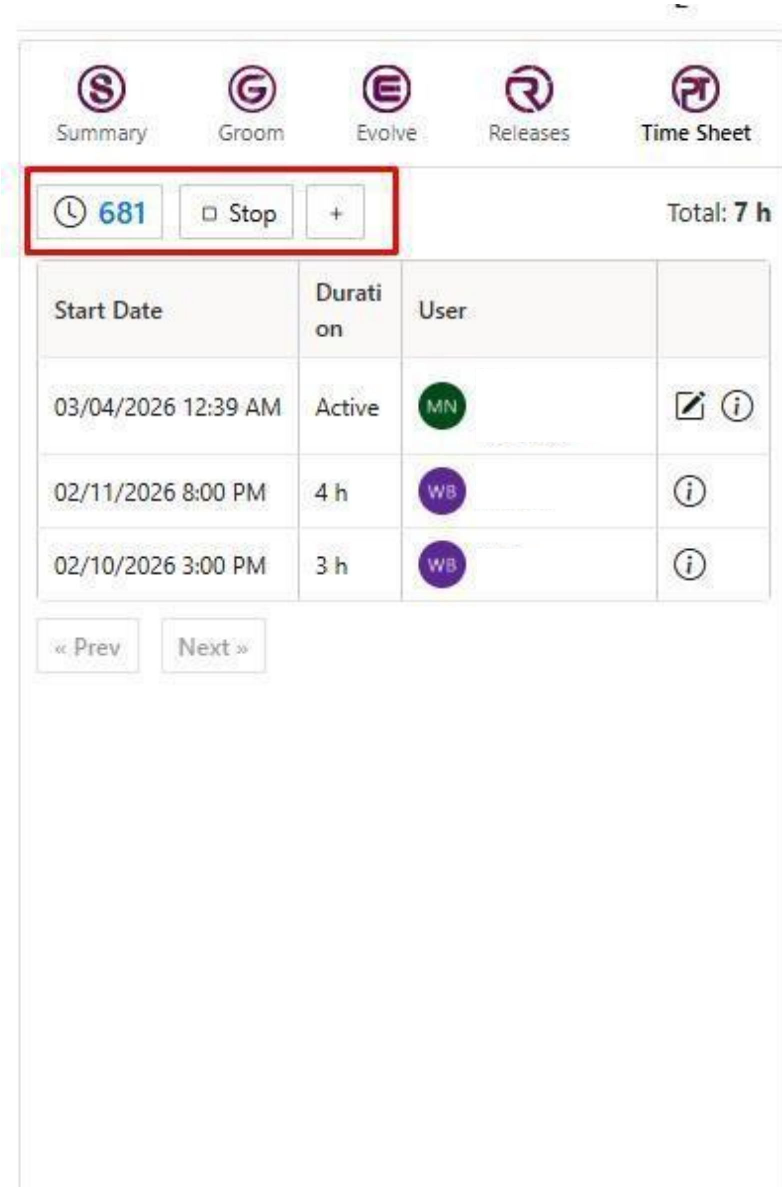
Timesheet Widget

- The fifth widget is a timesheet widget which tracks time spent on work items.

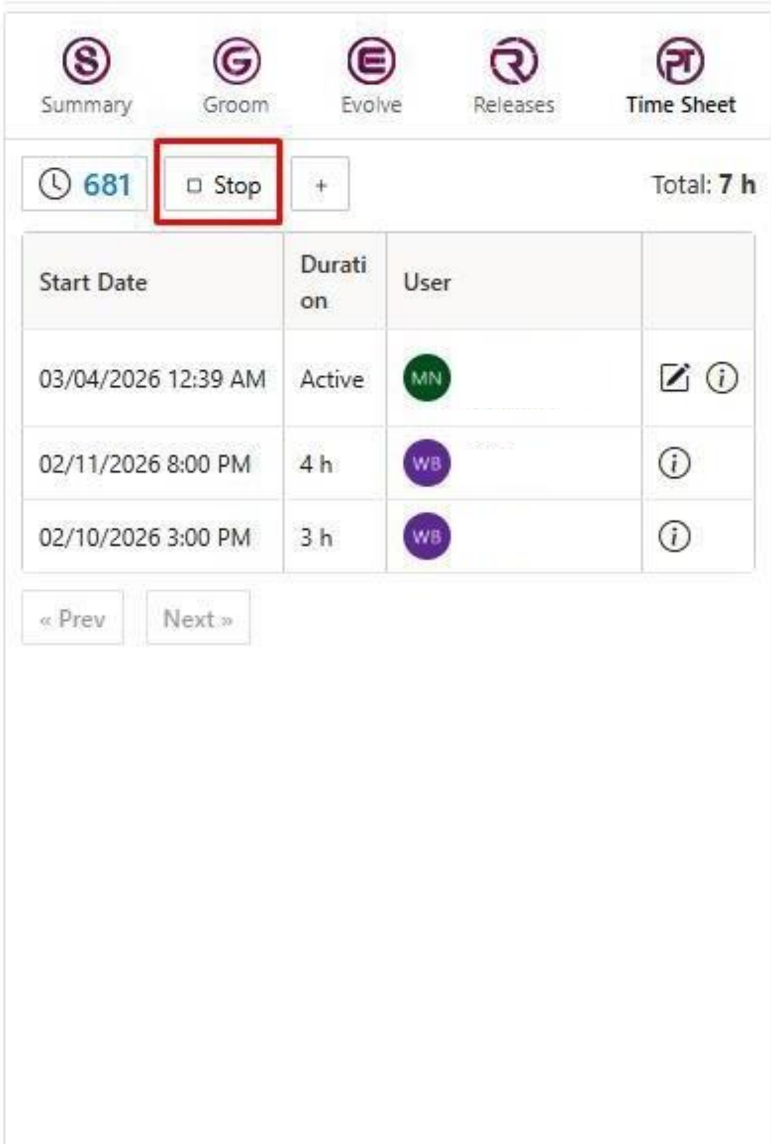
- **Start Time** button



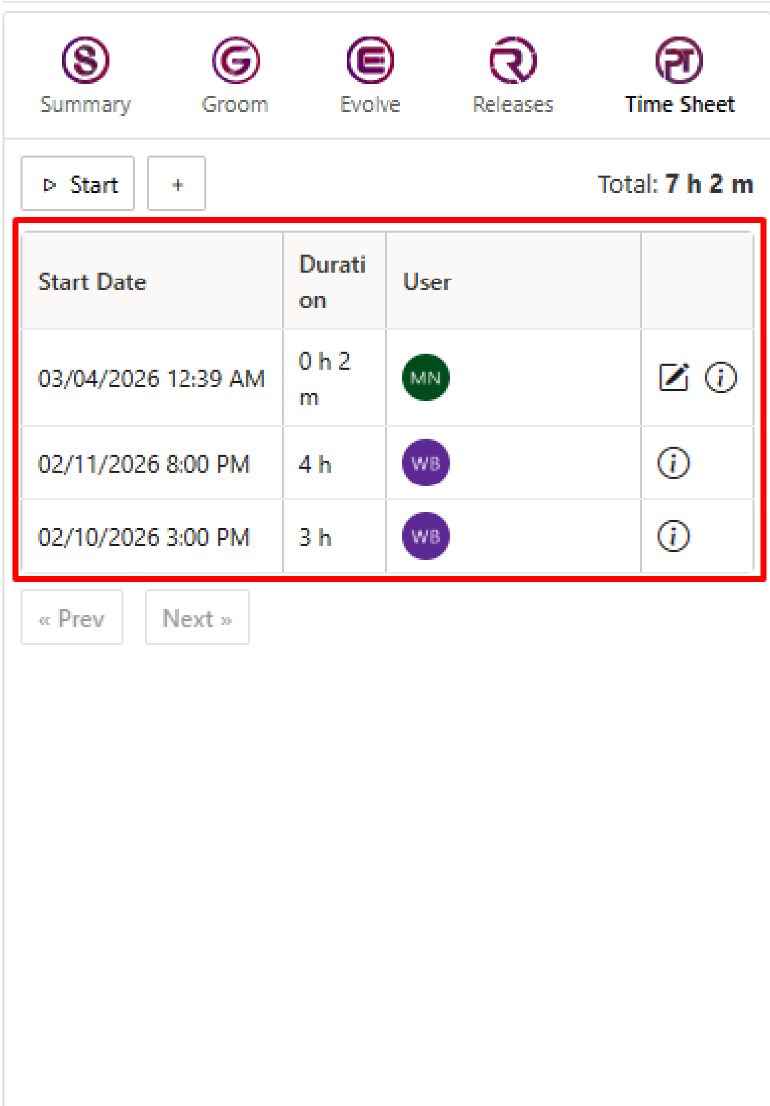
- The Time logging starts for that work item under which work item you are accessing the Quick Access Widget.



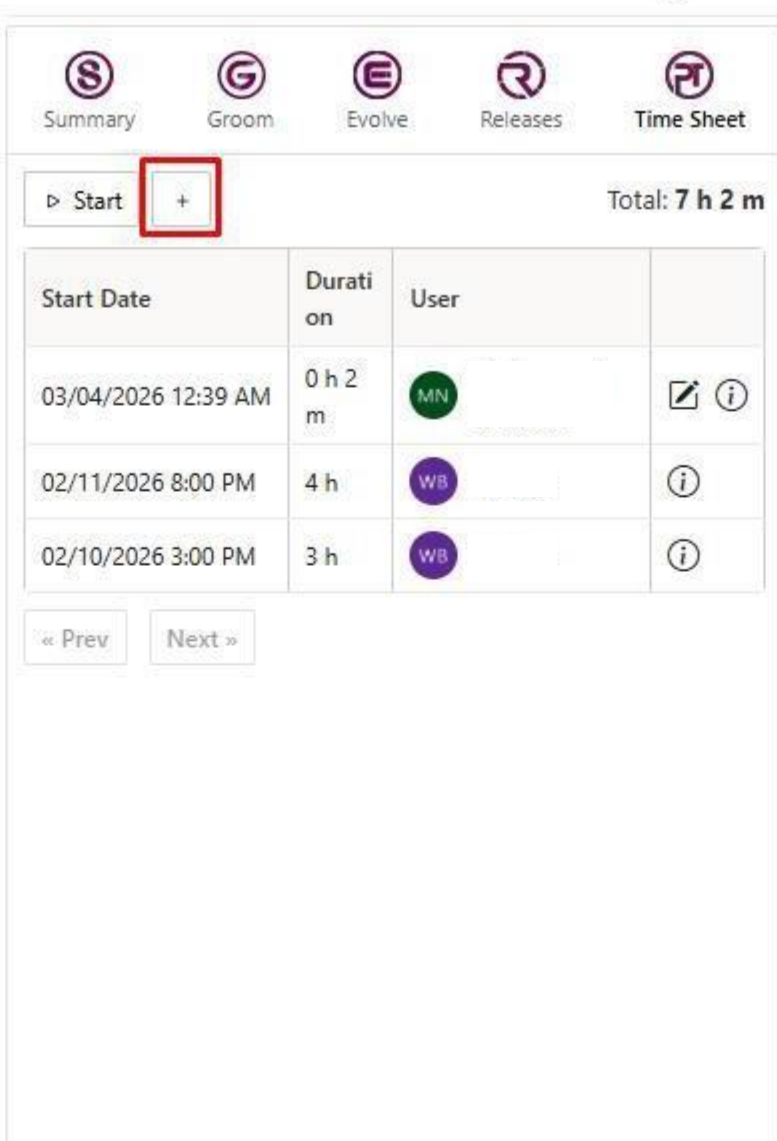
- **End Time** button



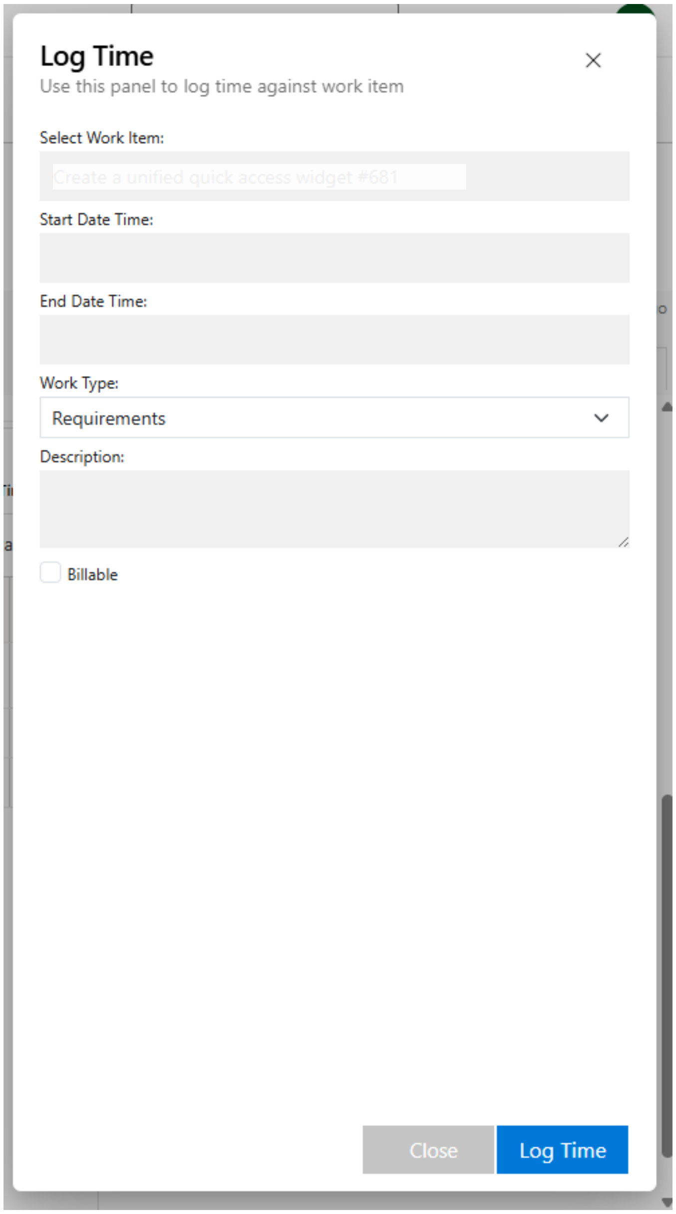
- Logged time entries appear in a list for easy review.



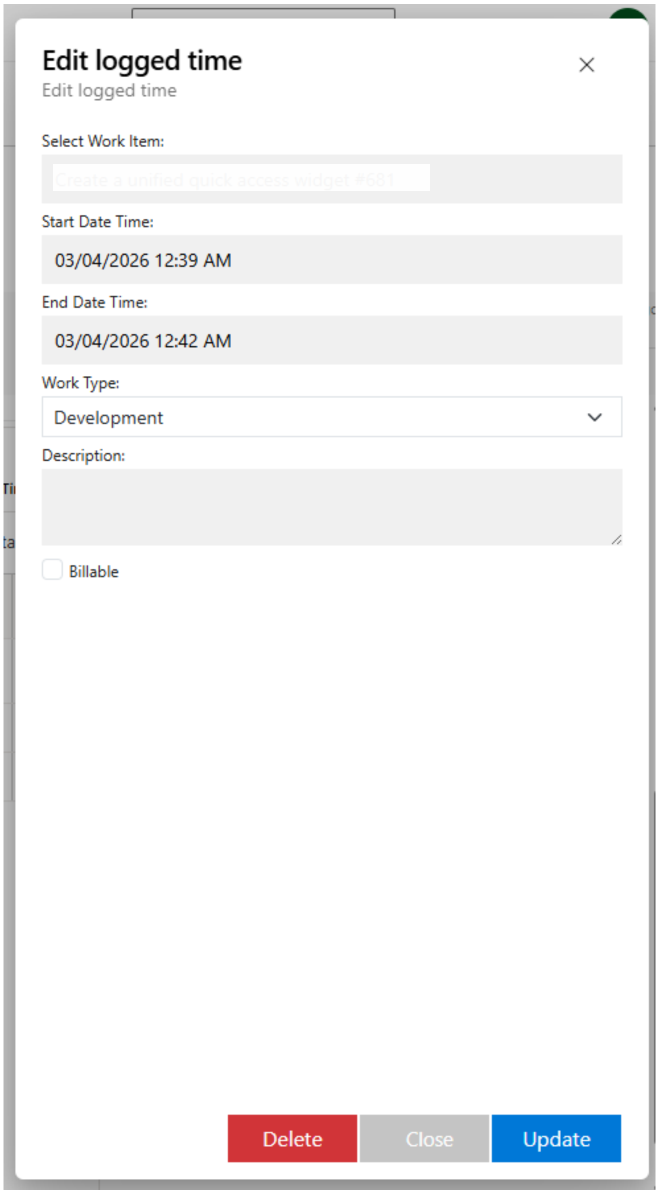
- If you forget to start Time logging, then you can add it manually with the "+" option.



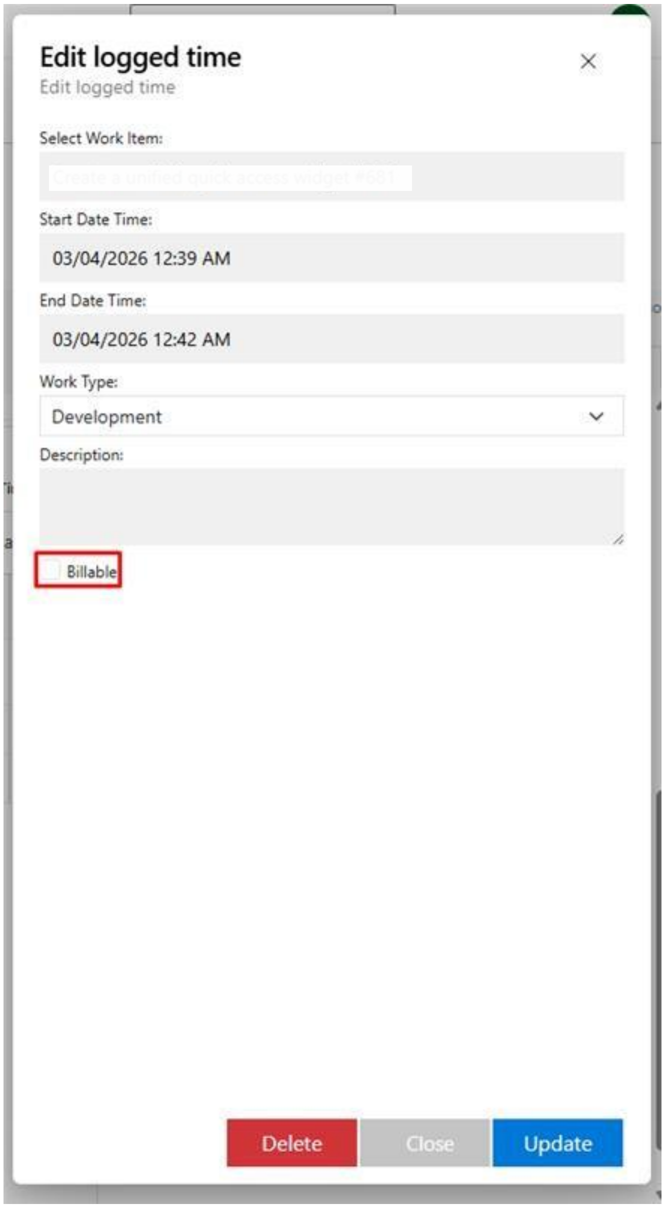
- Enter data according to the fields:



- Edit Time logging manually if the time logging is not correct; you can edit Date, Time, Description, and Work Item type, also make it billable.


Edit logged time
Edit logged time
Select Work Item:
Start Date Time:
03/04/2026 12:39 AM
End Date Time:
03/04/2026 12:42 AM
Work Type:
Development
Description:
Billable
Delete
Close
Update

- You can make it billable by selecting a billable option.



Code Reviewer Agent

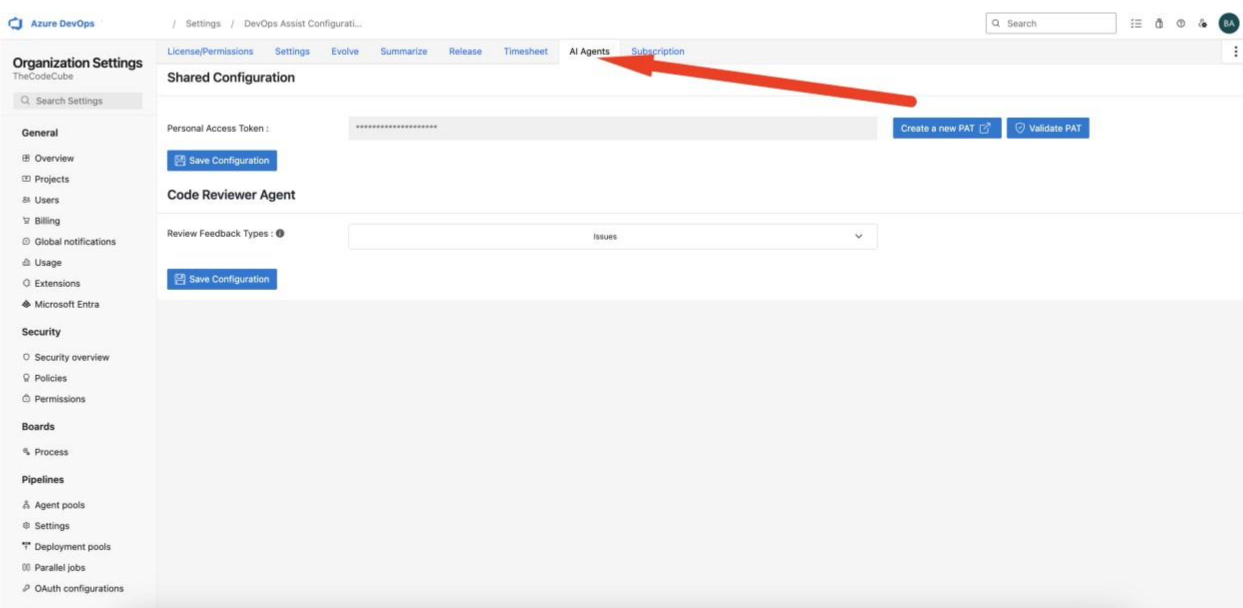
1. Configuration

1.1 Personal Access Token (PAT)

To enable the Code Reviewer AI Agent, a **Personal Access Token** must be configured.

- The token allows the agent to securely connect to your repository
- It enables access to pull requests and file changes
- Required for performing automated code reviews

Once the token is saved, the agent can begin processing code review requests.



Functionalities of Buttons

Create a PAT

1. User clicks "Create a PAT" → redirected to Azure DevOps to generate a token.

2. User copies the generated PAT and pastes it into the configuration field.

3. User clicks "Save Configuration" → PAT is saved.

Validate PAT

1. After saving, the user clicks "Validate PAT".

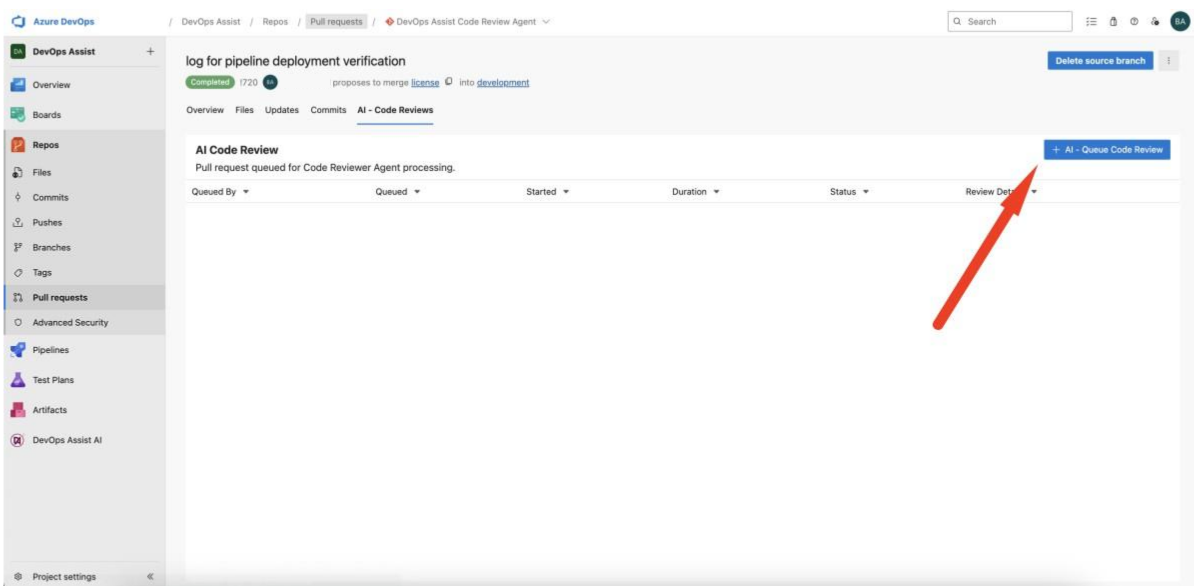
2. Valid → Success message confirming the token is active and working.

3. Invalid / Expired → Error message shown, user is prompted to re-enter a correct PAT.

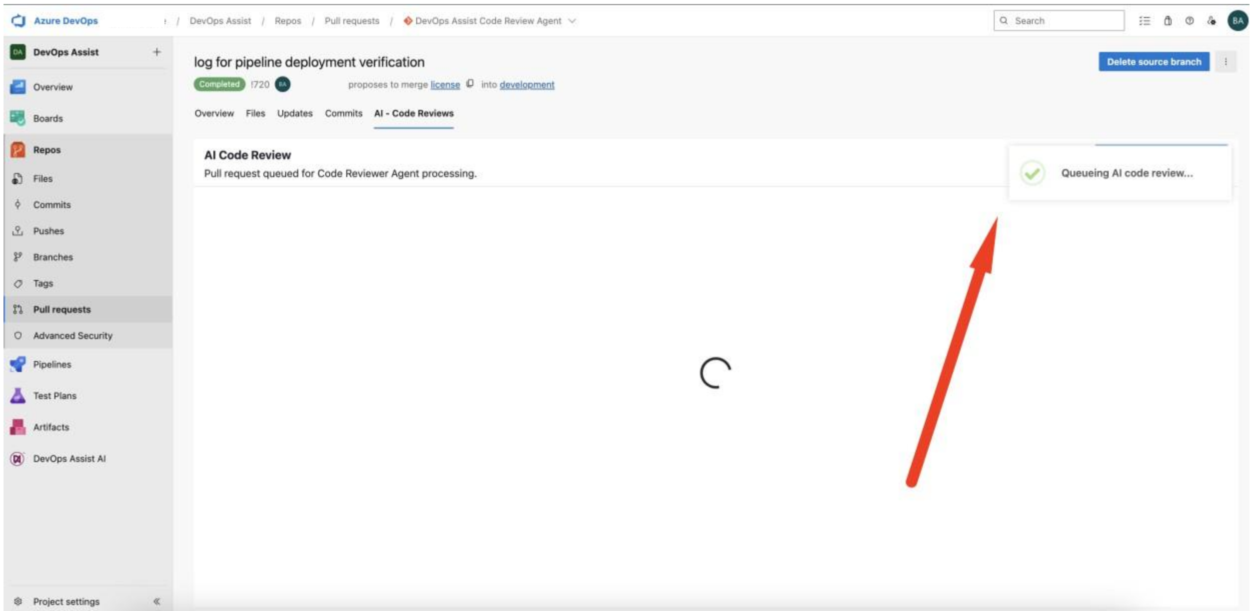
2. Queuing a Code Review

To start an automated review:

1. Navigate to the pull request
2. Click the **AI Code Review** button
3. The review request is queued automatically



Queuing process Success pop



Once queued, the agent analyzes all file changes and begins processing the review.

3. Review Results and Feedback

After the review completes, feedback is displayed directly within the pull request using structured cards.

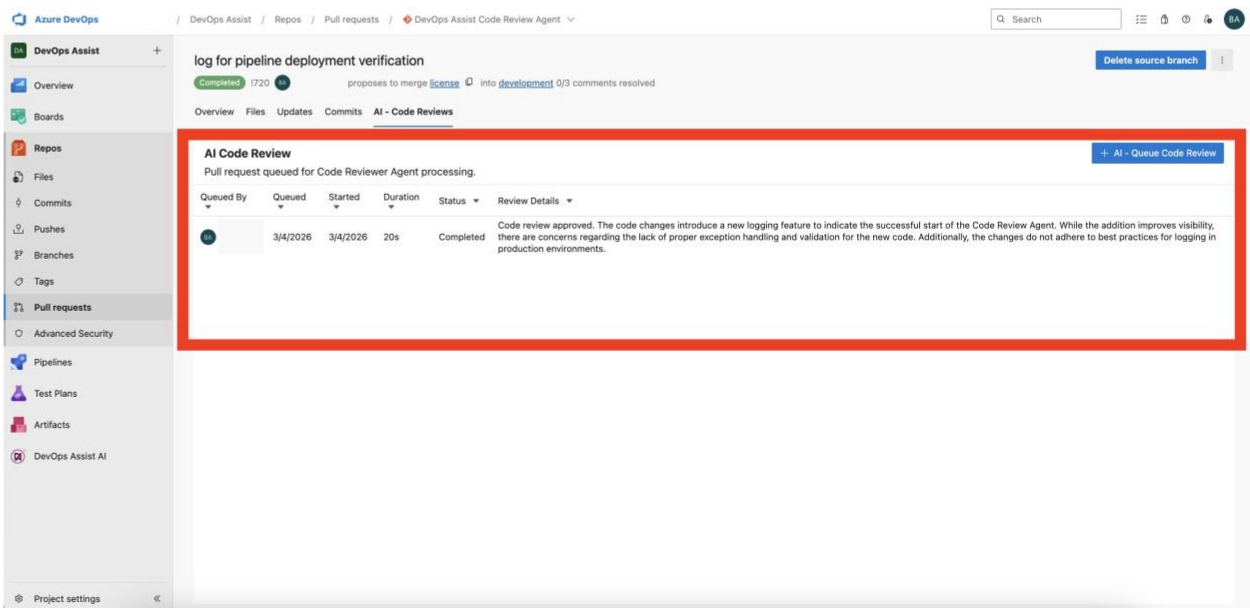
3.1 Review Cards

Each card represents a specific type of feedback:

- Issues
- Warnings
- Suggestions

Each card includes:

- The type of finding
- A clear explanation of the problem
- Context about what was changed and why it matters

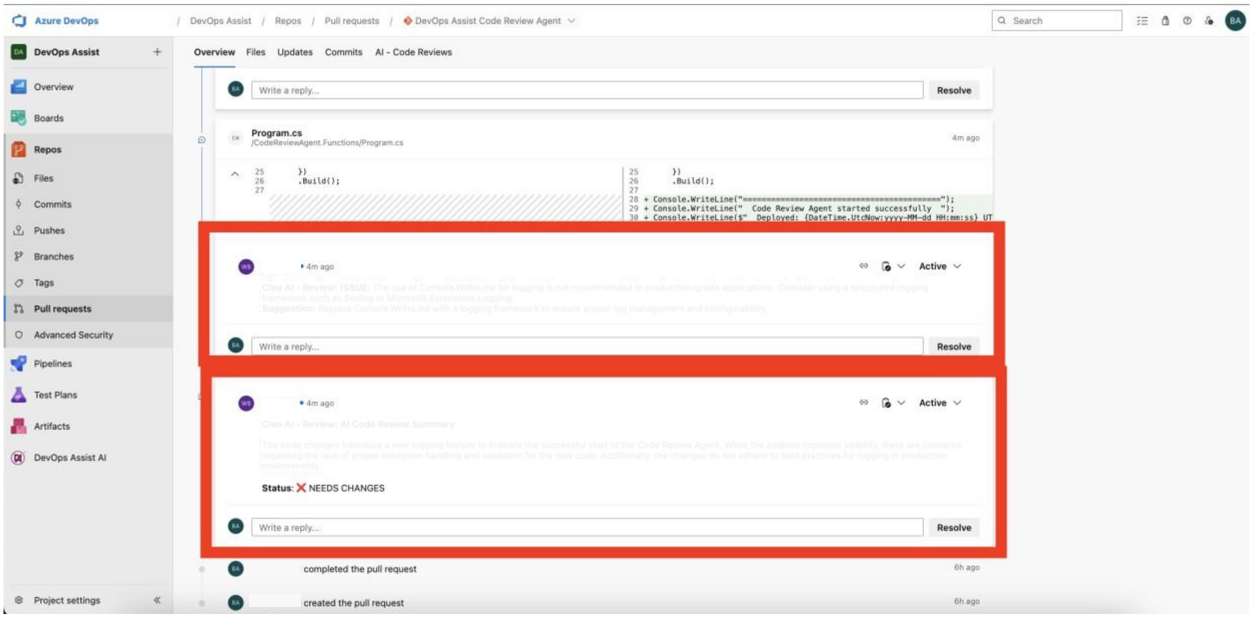


4. Consolidated Review Output

Instead of reviewing files individually, the Code Reviewer AI Agent:

- Analyzes **all changed files**
- Aggregates all findings
- Reports all issues in a **single automated review**

This provides engineers with a complete overview of problems in one place.



5. Managing Review Findings

For each review item, engineers can:

- Mark the item as resolved
- Add comments (e.g., "Will fix later", "Not an issue", "Already addressed")
- Decide whether to create a work item or task
- Assign items to team members if needed

This allows teams to control how each finding is handled.

6. Approval Workflow

Once all relevant items are resolved or acknowledged:

- The pull request can be approved
- The review process is completed