



# Assign Bugs to a Team

Zoho BugTracker allows you to assign teams to the bugs in your project. The Associated Team field helps you to bring together bugs in your project with your teams so that you can resolve the bugs more effectively.

## Benefits

- Track work items against teams
- Assign bug to multiple users who are part of the team
- Filter bugs by team

## Add the Associated Team Field

1. Click  in the upper-right corner.
2. Navigate to **Customization > Layouts and Fields > Bugs**.
3. Open the desired layout, drag the **Associated Team** field from Available Fields to the layout and click **Save Layout**.

 This field is a Removable default field.

## Edit Properties

1. Click on an bug layout.
2. Hover over the Associated Team field
3. Click **Edit Properties** option.
4. In Bugs, you can only select Single Select, to assign bugs/bugs to a single team.
5. Click **Apply Changes**.

## Associate a Team

1. Click Projects in the left navigation panel and navigate to your project.
2. Click **Bugs**, click Associated Teams field corresponding to Bug and select the Team.

The screenshot shows the BugTracker interface for project PR-139 Donnelly Apartments Construction. The 'Bugs' tab is active, displaying a list of 12 bugs. The 'Associated Team' column for bug DC-I112 is highlighted, and a dropdown menu is open, showing a list of teams including 'Inspection Team-1', 'Product engineering', 'Projects marketing', 'Quality Analyst and Automation', 'User Education and Knowledge base', and 'User experience'. The interface also includes a sidebar with navigation options like Home, Feed, Reports, and a top navigation bar with tabs for Dashboard, Bugs, Phases, Forums, and Reports.

ID	Bugs Name	Due Date	Associated Team	Tags
DC-I112	Material delivery	29/08/2024 07:30 PM	IT Inspection Team-1	
DC-I111	safety violation	18/08/2024 08:30 PM		
DC-I110	Leak Rectification			
DC-I109	Circuit error			
DC-I107	Marketing video script review	18/08/2024 08:30 PM		
DC-I106	Alignment issue on the main page	21/02/2024 06:03 AM		
DC-I105	Incorrect Invoice Details	22/07/2024 08:30 AM	EV Everyone	
DC-I104	Faulty plumbing, Check and fix	22/07/2024 08:30 AM	Not Associated	
DC-I103	Water leakage in third floor	22/07/2024 07:30 PM	Not Associated	
DC-I102	Blueprint Error	14/02/2024 06:30 PM	Not Associated	de... +1
DC-I101	Water leakage in third floor		Not Associated	



- If the bug is already assigned to users other than the those in the selected team, they will be removed from the assignee.
- In the Bug details page, you will be able to view the Associated Teams and under Owner, you will be able to view the team members and you can select a user.
- In Bugs, only one team and multiple users of the team can be selected.
- When the 'Team members' are chosen, you can choose a team from the drop-down.
- When a team is chosen from the option, if the bug/issue is assigned to any of the users in that team, it will be specified.

## Update Field

1. Navigate to > **Bug Tracker**.
2. Click on **Notifications**, you can select Associated Teams in all the Notify fields.
3. In Business Rules, you can create a rule using Associated Teams as a criteria under Field Update, Actions, and Rule details.
4. You can add Webhooks for Team IDs.
5. In SLA, you can create a rule using Associated Teams as a criteria under Field Update, Add targets for this SLA, and Escalate SLA.
6. Click on Add Email Template, under Subject and Insert Placeholder field you will be able to add Associated Teams.

## Custom View

1. Select a project from Recent Projects or the projects list view.

2. Click **Bugs** tab in the top band.
  3. Click on the views drop-down and then click + **Create Custom View**.
  4. Select the Associated team criteria for your view.
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