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### Create a new Issue

- Create a new Issue
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  - $\circ\,$  New issue from an opened issue
  - $\circ\,$  New issue from the project's dashboard
  - $\circ\,$  New issue from the Issue Board
  - New issue via email
  - New issue via Service Desk (?) (https://about.gitlab.com/pricing/)
  - $\circ\,$  New issue from the group-level Issue Tracker
  - New issue via URL with prefilled fields

Please read through the GitLab Issue Documentation (index.html) for an overview on GitLab Issues.

When you create a new issue, you'll be prompted to fill in the information illustrated on the image below.

New Issue						
Title	My Issue Title					
	Add description templates to help you	ur contributors comm	unicate effectively!			
Description	Write Preview	en in markdown (GitL	ab Flavored Markdov	wn).	B I 99 ↔ ≔	i≡ ⊗ X
	This is an <h3> Let's quote someone here Add a task list: Task 1 Task 2 Mention merge requests (gitlab-on</h3>	g/gitlab-ee!1784) and	issues (gitlab-org/g	itlab-ee#2101) and hover over them to	see their titles.	
	This issue is confidential and shou	ld only be visible to te	am members with a	t least Reporter access.		
Assignee	Unassigned ~	Assign to me	Due date	2017-05-30		
Milestone	Milestone ~					
Labels	P1 ~					
Weight	7 ~					
Submit issue						Cancel

(img/new\_issue.png)

Read through the issues functionalities documentation (issues\_functionalities.html#issues-functionalities) to understand these fields one by one.

#### New issue from the Issue Tracker

Navigate to your Project's Dashboard > Issues > New Issue to create a new issue:

Open 7,108 Closed 15,089 All 22,197	ন 📩 New issue
$\Box$ $\mathfrak{D} \sim$ $\mathbb{T}$ Search or filter results	Last updated $\ \ \lor$
□ Report commit status based on deterministic pipelines groups #25734 · opened 4 months ago by Grzegorz Bizon Ø 9.2 Cl Stretch UX pipeline (technical debt)	📫 1 😒 14 updated about 4 hours ago
Single click on filter in search bar to activate dropdown #31757 · opened about 4 hours ago by Victor Wu Ø 9.3 (Deliverable) (Discussion) (Issues)	nupdated about 4 hours ago

(img/new\_issue\_from\_tracker\_list.png)

#### New issue from an opened issue

From an **opened issue** in your project, click **New Issue** to create a new issue in the same project:

Open Issue #4 opened about 4 hours ago by 🔘 Marcia Ramos 1 of 2 tasks completed	New issue Close issue	dit
Martana Thia	1	

My issue i itie

This is my issue's description, written in markdown (GitLab Flavored Markdown).
This is an <h3>



(img/new\_issue\_from\_open\_issue.png)

## New issue from the project's dashboard

From your **Project's Dashboard**, click the plus sign (+) to open a dropdown menu with a few options. Select **New Issue** to create an issue in that project:

\star Unsta	r 3533 Y	Fork 3338	SSH 🔻	git@gitlab	o.com:gitla	b-org/g	itlab	ß	±. ▼	+ -
				Participate	•		🕒 Ne 📰 Ne	w issue w merge	erequest	
les (2.3 GB)	Commits (61,765)	Branches (1,392)	Tags (61	3) Readme	Changelog	LICEN	Ne	w file		
¥r	✓ gitlab-ce /	+					₽ Ne Ne	w branc w tag	h	

(img/new\_issue\_from\_projects\_dashboard.png)

#### New issue from the Issue Board

From an Issue Board, create a new issue by clicking on the plus sign (+) on the top of a list. It opens a new issue for that project labeled after its respective list.

			Add an
UX	iii 861 +	Frontend	1212 +
Standardize the sett Deliverable feature r	tings pages views #227 o proposal settings	Import project by URL field #28349 Accepting Merge Reques	form error hides the arl
Do a better job of co blocked by a locked	ommunicating when MR is file. #29419	Contribution calendar	r label is cut off #27839

(img/new\_issue\_from\_issue\_board.png)

#### New issue via email

This feature needs incoming email (../../.administration/incoming\_email.html) to be configured by a GitLab administrator to be available for CE/EE users, and it's available on GitLab.com.

At the bottom of a project's issue page, click **Email a new issue to this project**, and you will find an email address which belongs to you. You could add this address to your contact.

This is a private email address, generated just for you. **Keep it to yourself** as anyone who gets ahold of it can create issues or merge requests as if they were you. You can add this address to your contact list for easy access.

Sending an email to this address will create a new issue on your behalf for this project, where the email subject becomes the issue title, and the email body becomes the issue description. Markdown (../../markdown.html) and quick actions (../quick\_actions.html) are supported.



Email a new issue to this project

(img/new\_issue\_from\_email.png)

New issue via Service Desk

PREMIUM SILVER (https://about.gitlab.com/pricing/)

Enable Service Desk (../service\_desk.html) to your project and offer email support. By doing so, when your customer sends a new email, a new issue can be created in the appropriate project and followed up from there.

## New issue from the group-level Issue Tracker

Head to the Group dashboard and click "Issues" in the sidebar to visit the Issue Tracker for all projects in your Group. Select the project you'd like to add an issue for using the dropdown button at the top-right of the page.

₩	GitLab Projects Groups Activity More - This group Search	۹	<b>+</b> ~ () <sup>15</sup>	n <sup>a</sup> o²	• (
٠	GitLab / 👻 GitLab.org Issues	۶	Select projec	t to create iss	ue 🝷
⇔	Open 12,739 Closed 25,305 All 38,044				
0)					
ກ	D ∨ T Search or hiter results			Last creat	30 ~
	Only issues from the GitLab.org group are listed here. To see all issues you should visit dashboard page.				
	Follow-up from "Many Repo Fixes" 0 of 2 tasks completed		undai	ed 5 minutes	<b>Q</b> 0

#### (img/select\_project\_from\_group\_level\_issue\_tracker.png)

We'll keep track of the project you selected most recently, and use it as the default for your next visit. This should save you a lot of time and clicks, if you mostly create issues for the same project.

🦊 GitLab	Projects	Groups	Activity	More 🗸			Search		+~ 0) <sup>16</sup>	n <sup>o</sup> o²	" 🌘 ~
Issues							2	New is	sue in GitLab Co	ommunity Ed	ition 👻
Open 15	Closed 106	All 121									
Author	~	Bryce Johns	son v	Milestone ~	Labels	~ Reset	filters			Last crea	ated $\vee$
Add docs for gitlab-org/git	creating gro lab-ce#3637	up-level issu	<b>es</b> days ago by	Bryce Johnson Docume	ntation frontend is	sues				nupdated a da	n 🗣 0 ay ago
Use non-i18n gitlab-org/git	a values for se lab-ce#3629	etting new g 8 · opened 5	<b>roup-level is</b> days ago by	sue/MR button text 0 o Bryce Johnson ⊘ 9.5	f 2 tasks completed bug frontend tech	nical debt			updated	🎓 🕅 1 about an hot	I €0 urago

(img/create\_issue\_from\_group\_level\_issue\_tracker.png)

## New issue via URL with prefilled fields

You can link directly to the new issue page for a given project, with prefilled field values using query string parameters in a URL. This is useful for embedding a URL in an external HTML page, and also certain scenarios where you want the user to create an issue with certain fields prefilled.

The title, description, and description template fields can be prefilled using this method. The description and description template fields cannot be pre-entered in the same URL (since a description template just populates the description field).

Follow these examples to form your new issue URL with prefilled fields.

- For a new issue in the GitLab Community Edition project with a pre-entered title and a pre-entered description, the URL would be https://gitlab.com/gitlab-org/gitlab-ce/issues/new?issue[title]=Validate%20new%20concept& issue[description]=Research%20idea
- For a new issue in the GitLab Community Edition project with a pre-entered title and a pre-entered description template, the URL would be <a href="https://gitlab.com/gitlab-org/gitlab-ce/issues/new?issue[title]=Validate%20new%20concept%">https://gitlab.com/gitlab-org/gitlab-ce/issues/new?issue[title]=Validate%20new%20concept%</a> issuable\_template=Research%20proposal

## ✿ Help and feedback

DOCS FEEDBACK	♦ PRODUCT FEEDBACK	GET HELP	GET MORE FEATURES	
<sup>:</sup> you <b>spot an error or a</b>	need for improvement and w	vould like to <b>fix it</b>	yourself in a merge request 🗲	
₿ EDIT	T THIS PAGE (https://gitlab.com/gitlab-	org/gitlab-ce/blob/ma	ster/doc/user/project/issues/create_new_issue.md)	
f you would like to <b>sugg</b>	est an improvement to this d	oc <b>→</b>		

CREATE AN ISSUE (https://gitlab.com/gitlab-org/gitlab-org/gitlab-ce/issues/new?issue[title]=Docs%20feedback:%20Write%20your%20title&issue[description]=Link%20the%20doc%20and%20describ

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