


Installing the add-on


Cloud

To install the add-on, follow these steps:

1. Log in to your Jira Cloud instance as an administrator.
2. Go to the **Administration** icon .
3. Locate **Add-ons** from the menu and click it.
4. Click '**Find new add-ons**' and locate **Time Reports for Remote Jira**.
5. Click '**Get app**' button.
6. Click '**Get it now**' to confirm add-on installation.
7. The system will display a progress message.

Server

To install the add-on, follow these steps:

1. Log in to Jira Server as an administrator.
2. Go to the **Administration** icon .
3. Locate **Add-ons** from the menu and click it. Validate your credentials if needed.
4. Click '**Find new add-ons**' and find **Time Reports for Remote Jira** via search.
5. Click '**Install**' button.
6. Click '**Accept & Install**' to confirm add-on installation.
7. You are to ready to go!