

Best Practice: Repo Hygiene – Managing Downloads and File Organization

This checklist summarizes good habits when incorporating external downloads (e.g., .zip, .pdf, .cs files) into your GitHub-based project repository:

Repo Hygiene Checklist

- [] Download files from source (e.g., ChatGPT, email, etc.)
- [] Move the file into your active Git repo directory (e.g., `NINJATRADERINDICATORS/`)
- [] Unpack or convert if needed (e.g., unzip or extract documentation)
- [] Open the file in VSCode to verify formatting, correct paths, or fix Markdown warnings (e.g., spacing issues in `*.md`)
- [] Stage and commit the file in Git:
 1. Open Source Control tab in VSCode
 2. Stage the change (click `+` or use commit popup)
 3. Add a clear commit message
 4. Push to GitHub
- [] Confirm that the file appears on GitHub.com in the intended repo
- [] After confirmation, delete the original downloaded copy (e.g., from Downloads folder)

Optional: Zip or archive files **from** the repo for external sharing, ensuring all current versions are included.

Maintaining a clean, centralized, and version-controlled project workspace improves your long-term organization, collaboration, and file reliability.