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GitHub SOP (Standard Operating Procedure)

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# GitHub Organizations

<https://docs.github.com/en/organizations/collaborating-with-groups-in-organizations/about-organizations>

## Setup

<https://docs.github.com/en/organizations/collaborating-with-groups-in-organizations/creating-a-new-organization-from-scratch>

## How to use Organizations

<https://docs.github.com/organizations>

# Repository settings

<https://docs.github.com/repositories>

# Merge requests

<https://docs.github.com/en/pull-requests/collaborating-with-pull-requests/incorporating-changes-from-a-pull-request/merging-a-pull-request>

## Code base conflict management

<https://docs.github.com/en/pull-requests/collaborating-with-pull-requests/addressing-merge-conflicts/about-merge-conflicts>

# Label creation with meaningful descriptions

<https://docs.github.com/en/issues/using-labels-and-milestones-to-track-work/managing-labels>

# Creation of issues

<https://docs.github.com/en/issues/tracking-your-work-with-issues/about-issues>

## Collaborator assigning

<https://docs.github.com/en/issues/tracking-your-work-with-issues/assigning-issues-and-pull-requests-to-other-github-users>

## Filtering issues based on labels & assignees

<https://docs.github.com/en/issues/tracking-your-work-with-issues/filtering-and-searching-issues-and-pull-requests>

# Branch management

<https://docs.github.com/en/pull-requests/collaborating-with-pull-requests/proposing-changes-to-your-work-with-pull-requests/creating-and-deleting-branches-within-your-repository>

## Main (Live)

This should only contain a working copy that is available for demonstration and/or deployment to other machines.

## Testing (Staging)

This is where all pull requests should be targeted for two reasons. First, it keeps a working live copy available in the main branch and allows a somewhat manageable type of version control. Second, it allows multiple team members to merge their individual branches to the testing branch without compromising the main branch.

## Individual

This is where all incremental development should take place and should in theory keep the main/testing branch clear of “garbage data” that may impact the efficacy of the program or AI.

# Milestone management for achieving sprint targets.

<https://docs.github.com/en/issues/using-labels-and-milestones-to-track-work/about-milestones>

# Extra information and resources

* <https://docs.github.com/en/issues/tracking-your-work-with-issues/quickstart>
* <https://docs.github.com/en/get-started/writing-on-github/getting-started-with-writing-and-formatting-on-github/basic-writing-and-formatting-syntax>
* <https://docs.github.com/en/pull-requests/committing-changes-to-your-project/creating-and-editing-commits/creating-a-commit-with-multiple-authors>
* <https://docs.github.com/en/pull-requests/collaborating-with-pull-requests/addressing-merge-conflicts/resolving-a-merge-conflict-on-github>
* <https://docs.github.com/en/organizations/collaborating-with-groups-in-organizations/best-practices-for-organizations>
* <https://docs.github.com/en/organizations/organizing-members-into-teams/about-teams>
* <https://docs.github.com/en/organizations/managing-organization-settings/transferring-organization-ownership>
* <https://docs.github.com/en/organizations/managing-peoples-access-to-your-organization-with-roles/roles-in-an-organization>