**COMPLIANCE WITH CODING STANDARDS AND GUIDELINES**

**VERIFACTS SERVICES PRIVATE LIMITED**

# Naming Conventions

* Meaningful and understandable variables name helps anyone to understand the reason of using it.
* Local variables should be named using camel case lettering starting with small letter (e.g. localData) whereas Global variables names should start with a capital letter (e.g. GlobalData). Constant names should be formed using capital letters only (e.g. CONSDATA).
* It is better to avoid the use of digits in variable names.
* The names of the function should be written in camel case starting with small letters.
* The name of the function must describe the reason of using the function clearly and briefly.

# Indentation and Formatting

Proper indentation is very important to increase the readability of the code. For making the code readable, programmers should use White spaces properly. Some of the spacing conventions are given below:

* There must be a space after giving a comma between two function arguments.
* Each nested block should be properly indented and spaced.
* Proper Indentation should be there at the beginning and at the end of each block in the program.
* All braces should start from a new line and the code following the end of braces also start from a new line.

# Including Comments

Include meaningful comments above the logical code snippets to improve the understandability of your code. Use single-line or multiline comments, but do not overload the comments.

# Modularity and Reusability

Distribute the large program into small pieces of modules or code snippets to improve quality and performance. Use functions and loops for that. Or you can reuse the same code multiple times to improve efficiency in code.

# Error Handling

Include the logic to handle the errors and for exception management. It is better to practice to improve the user experience by handling the errors.

# Code Readability

Follow the ways to improve the core readability such as adding comments, removing extra spaces or meaningless code lines, using consistent tabs or spaces, formatting your code with formatting tools, etc.

# Consistent Formatting

Use consistent formatting in your code. Leave consistent spaces, tabs, lines, or curly braces inside your code for that.

# Version Control and Code Review

Use a version control system such as GitHub to efficiently manage, review, and update your code. You can track the changes, update the code versions, access the code history, and much more with version control.

# Testing and Quality Assurance

Testing and verifying the output of your code is good practice to check the quality and performance of the code. And according to that, we can make the changes, and improve the system.

# Performance Considerations

Checking the performance of the code is very important in the development process. To check the performance of the code, use the tools and software that can help you to check the quality and performance of your code.