First all, select shown hidden folders.

1.First create a folder, this folder will be used for the entire project.

2.Now open Github. Create a new repository. Initialize it with a readme, and as gitignore:Python.

3.Now click the clone link.

4.Now open Git Bash, you go the made folder (cd “<Location>” and then command:

git config --global user.name “<name>”

git config --global user.email <email

5.While you are in the new cd, command: git clone <url>

6.In pycharm, create a new project and use the directory of the made folder.

7.Change the settings In Pycharm to optimize VCS using.

8.In settings, login to github.

Important:  
- Know which branches there are.   
- Add comment to every push (commit)

http://www.drsusansim.org/using-git-and-github-from-pycharm/

