



Community Starter Kit

A quick reference guide to complete the steps in the course.

<https://lab.github.com/courses/community-starter-kit/>

1. Add a repository description

- 1.1. Access the **Code** tab of your project
- 1.2. Click the Edit button located on the right side of the screen (above the green **Clone or download** button)
- 1.3. Enter a description for your project in the **Description** field
- 1.4. (Optional) If you have a website related to your project you can add it in the **Website** field.
- 1.5. Click the **Save** button
- 1.6. When you are finished, go ahead and **close the issue**

2. Edit the README

- 2.1. Access the **Files changed** tab in this pull request
- 2.2. Click the pencil icon to edit the README
- 2.3. Find the two placeholder texts labeled DESCRIPTION PLACEHOLDER and FEATURES PLACEHOLDER. Replace them with some bulleted information that may be helpful to new users
- 2.4. After editing the README file, scroll down and click the **Commit changes** button

3. Merge the README

- 3.1. Click the **Merge pull request**
- 3.2. Click the **Confirm merge**
- 3.3. Click **Delete branch**

4. Create user documentation

- 4.1. Access the Files changed tab in this pull request
 - 4.2. Click the pencil icon to edit the getting-started.md document
 - 4.3. Find the text marked CONFIGS PLACEHOLDER and add some example welcome messages that may be helpful to new users
 - 4.4. After editing the getting-started.md file, scroll down and click the **Commit changes** button
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5. Merge the user documentation

- 5.1. Click the **Merge pull request**
- 5.2. Click the **Confirm merge**
- 5.3. Click **Delete branch**

6. Add an issue template

- 6.1. Access the **Code** tab of the project
- 6.2. Be sure to select the `add-issue-template` branch from the branch dropdown
- 6.3. Click the Create new file button
- 6.4. Create a file in the `.github/ISSUE_TEMPLATE` folder named `bug-report.md` (you can do this by typing `.github/ISSUE_TEMPLATE/bug-report.md`)
- 6.5. Include headings and placeholders for the information you want to collect when a user creates a bug report
- 6.6. After editing the template file, scroll down and click the **Commit new file**

7. Merge the issue template

- 7.1. Click the **Merge pull request**
- 7.2. Click the **Confirm merge**
- 7.3. Click **Delete branch**

8. Add a CONTRIBUTING guide

- 8.1. Access the **Files changed** tab in this pull request
- 8.2. Click the pencil icon to edit the `CONTRIBUTING.md` file
- 8.3. Find the text marked `DESCRIPTION PLACEHOLDER` and add a description for each label
- 8.4. After editing the `CONTRIBUTING` file, scroll down and click the **Commit changes button**

9. Add custom labels to the project

- 9.1. On the top right side of this pull request view, find the section titled: "Labels"
 - 9.2. Click the gear icon
 - 9.3. Notice the text field at the top say **Filter or create labels**
 - 9.4. Type the name of the label you would like to create
 - 9.5. You will see a selection that reads "Create a new label", select that option
 - 9.6. Customize your label with a description and color
 - 9.7. Click **Save**
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- 9.8. Add your new label to this pull request!
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10. Merge the CONTRIBUTING guide

- 10.1. Click the **Merge pull request**
 - 10.2. Click the **Confirm merge**
 - 10.3. Click **Delete branch**
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11. Add the license

- 11.1. Access the **Files changed** tab in this pull request
 - 11.2. Click the pencil icon to edit the LICENSE.md file
 - 11.3. Replace the [year] and [fullname] placeholder text within the license and edit as needed
 - 11.4. After editing the LICENSE file, scroll down and click the **Commit changes** button
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12. Merge the license

- 12.1. Click the **Merge pull request**
 - 12.2. Click the **Confirm merge**
 - 12.3. Click **Delete branch**
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13. Add the Code of Conduct

- 13.1. Copy the markdown text from the latest version on the contributor covenant website (<https://www.contributor-covenant.org/>)
 - 13.2. Access the **Files changed** tab in this pull request
 - 13.3. Click the pencil icon to edit the code-of-conduct.md file
 - 13.4. Paste the markdown formatted text into the file, don't forget there is a placeholder for an email address ([INSERT EMAIL ADDRESS])
 - 13.5. Scroll down and click the **Commit changes** button
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14. Merge the Code of Conduct

- 14.1. Click the **Merge pull request**
 - 14.2. Click the **Confirm merge**
 - 14.3. Click **Delete branch**
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15. Help users find the project

- 15.1. On the **Code** tab, click the **Add topics** option located under the repository description
 - 15.2. In the **Topics** field, type the first topic Probot. GitHub might also have some **Suggested** topics for this repository
 - 15.3. After entering a topic (or topics), click **Done**
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