**PRMS GitHub Guidelines:**

Guideline when working on a feature or fixing a bug for an existing branch(adding page, method, class, file, etc...):

* Always pull your group’s remote dev branch down to your local branch
* Once current, “Checkout” a new branch from your groups dev branch (aka Branching)
* Name it appropriate to the feature/bug you are working on (ex: formatUpdateHtml)
* Be sure to only change the files that you must, i.e., always try to make minimal changes
* Once you have made your changes, “Stage” and “Commit” your changes locally
* When you’re happy with all your commits, “Push” your new branch to the remote repository

Guideline when merging a new branch to your groups dev branch(aka “Pull Request”):

* Navigate to the repositories main GitHub page
* Select “Pull Requests” at the top of the page
* Select “New Pull Request”
* Base branch should be your groups dev branch
* Compare branch should be the new feature/bug branch
* After they have been selected, click “Create Pull Request”
* Input any comments related to the merge, and open the pull request
* Assign your Team Lead as a Reviewer\*\*

Notes:

* \*\* All Group Dev branches require two approvals from reviewers to complete the pull request
* ONLY work from your groups dev branches.
* NEVER branch from or create a pull request to the “master” or “development” branches
* If you aren’t sure how to use the tools always **ask**! It can be hard at first, but you’ll get the hang of it!

\*\*\*I highly suggest using **GitKraken** as your main tool to interact with your local repository. It provides a nice GUI to see your changes, push, pull, branch, etc. with ease.

Repo: <https://github.com/barnwellrd/Phoenix-Resource-Management-System>

GitKraken Download: <https://www.gitkraken.com/download>