

DIME Analytics

Code Review Package Checklist

v2.0

The code review package must be shared as a .zip file, GitHub link or shared folder containing the items listed below. All file paths in the code **must** use only forward slashes, i.e. C:/users/...

Package Requirements

All scripts to be reviewed.

A **master script** that the reviewer can use to run all code after changing only the top-level directory.

All de-identified data necessary to run the code, if you are able to share the data

A README. file that contains the following information:

- Purpose of each folder

- High-level objective of the code (e.g., this code performs regression analysis and outputs result tables)

- Purpose of each script (if more than one script is used)

- Outputs produced (if part of the review)

- Which script creates which output

- Any specific requests / guidance as to what the reviewer should focus on

README. file path and name:

Component-specific Requirements

Before submitting the package, please make sure you keep the following in mind with respect to individual components.

1. Master script requirements

Master script clearly indicates which line needs to be changed to run in a different computer

The master script runs from start to end if the reviewer changes only directory path(s) in one location of the master script

The master script installs any commands required (e.g. from SSC in Stata, CRAN in R, etc.)

In Stata, the master do file sets critical configurations such as version, matsize, and varabbrev (either directly, or through a wrapper command such as the ieboilstart command included in ietoolkit)

In R, all necessary packages to run the code are loaded in the master script

Approximate time it takes to run all code from the the master script:

2. Data requirements

Are you able to share the data for the purpose of the review?

If yes, is the data de-identified?

Are all datasets necessary to run the code included in the package?

3. Output requirements

All outputs created by the code to be reviewed are included

The outputs created are saved and stored in the correct folders, e.g. final outputs are in the **Outputs/Final** folder