* Treat data as read only
  + If you do have to edit it somehow, keep notes of what you did somewhere!
* Use scripts to clean and wrangle data
  + Save to “data\_clean” instead of editing raw data file
* Treat generated outputs (tables, figures, etc.) as disposable (if you run the code again, everything will be regenerated
* Put data, code, and outputs in different folders:
  + Data
  + R
  + Outputs/figures