

General Guide

General rules, all resource names should try to follow these guidelines as much as possible.

Singular: all names should be singular instead of plural. Example: a contract table should be named “contract” and not “contracts”.

Uppercase: all names should use uppercase letters unless stated otherwise. Example: contract table should be named “CONTRACT” and not “contract”.

Underscore separated: all words should be separated with underscores, not spaces or dashes or any other character. Example: a company phone number should be stored in a field called “phone_number” and not “phone number” or “phone-number”.

Only english characters: regional characters cannot be used while naming a resource. Example: “ã”, “ç” or “ê” and such characters cannot be used.

English language: all names should be in english. Example: for contract we cannot use “contrato” as a name as it is not in english.

Self explanatory: all resources' names should be self explanatory in order to ease their use, identification and maintenance. Example: a contract number should be named “contract_number” or “contract_code” and not “c_num” or “contractn”.

Comments and descriptions: all resources should include descriptions providing simple explanations of what does the resource do.

Starting with alphanumeric characters: all characters should start with alphanumeric characters (letters from a to z and numbers from 0 to 9) to avoid confusion and possible errors. Example: premium amounts should be stored in fields whose name starts like this “total_effective_amount” and not “\$_effective” which may lead to errors when using the field.

Avoid numbers: all resources should avoid using numbers as much as possible.

format	suffix description	example
_id	_id reserved for records that are considered “key”	customer_id, policy_id
_number	_number for some specific business elements that are predefined and legal documents like passports or national id cards	customer_number, tax_identification_number
_code	_code for fields whose value is predefined by a set of values	country_code, status_code
_percentage	_percentage for percentage values from 0 to 100 with only 2 decimals	discount_percentage, commission_percentage
_amount	_amount for price and other amounts decimal numbers with only 2 decimals	total_premium_amount, tax_amount
_flag	_flag reserved for flags, only for 1 or 0 means true or false	ccp_flag, provide_fag
_date	_date for dates always timestamp	effective_date, creation_date
_name	_name for proper noun of a code in dimensions	country_name, agency_name
_description	_description for the long description	status_description

