

Getting the most out of GitHub

GitHub Project Management Workshop

What is GitHub
Using GitHub

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October 17th, 2024

What is GitHub

What is this even...



What is GitHub
Using GitHub



git



GitHub



Bitbucket



GitLab

GitHub

The image shows the GitHub homepage banner. At the top, there is a navigation bar with links: Product, Solutions, Resources, Open Source, Enterprise, and Pricing. To the right of the navigation bar are a search icon, a 'Sign in' button, and a prominent 'Sign up' button. Below the navigation bar, the main headline reads 'Let's build from here' in large white text. A subtitle below it says 'The world's leading AI-powered developer platform.' On the right side of the banner, there is a stylized illustration of a blue and purple robotic eye or camera lens. A thick red vertical arrow points upwards from the bottom right towards the 'Sign up' button.

Product ▾ Solutions ▾ Resources ▾ Open Source ▾ Enterprise ▾ Pricing

Sign in Sign up

Let's build from here

The world's leading AI-powered developer platform.

Make sure to sign-up at www.github.com if you haven't already!

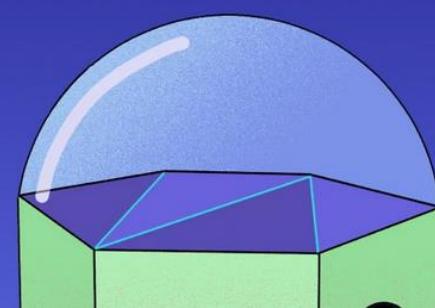
GitHub Education

[GitHub Education](#)

Empowering the next generation of developers

GitHub Education bridges the gap between coding education and a tech career, and is accessible to everyone globally at no cost.

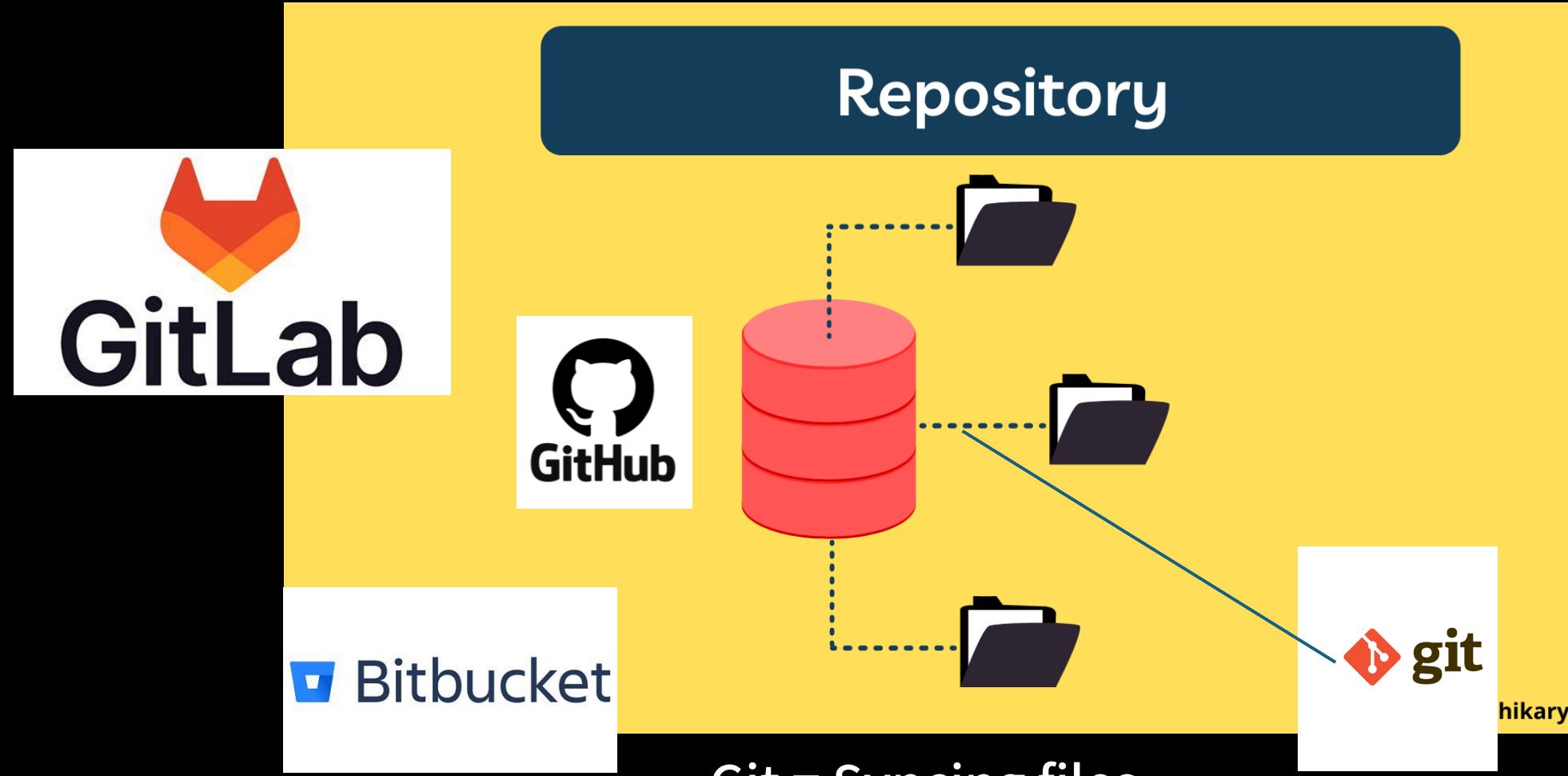
[Join GitHub Education >](#)



<https://github.com/education>

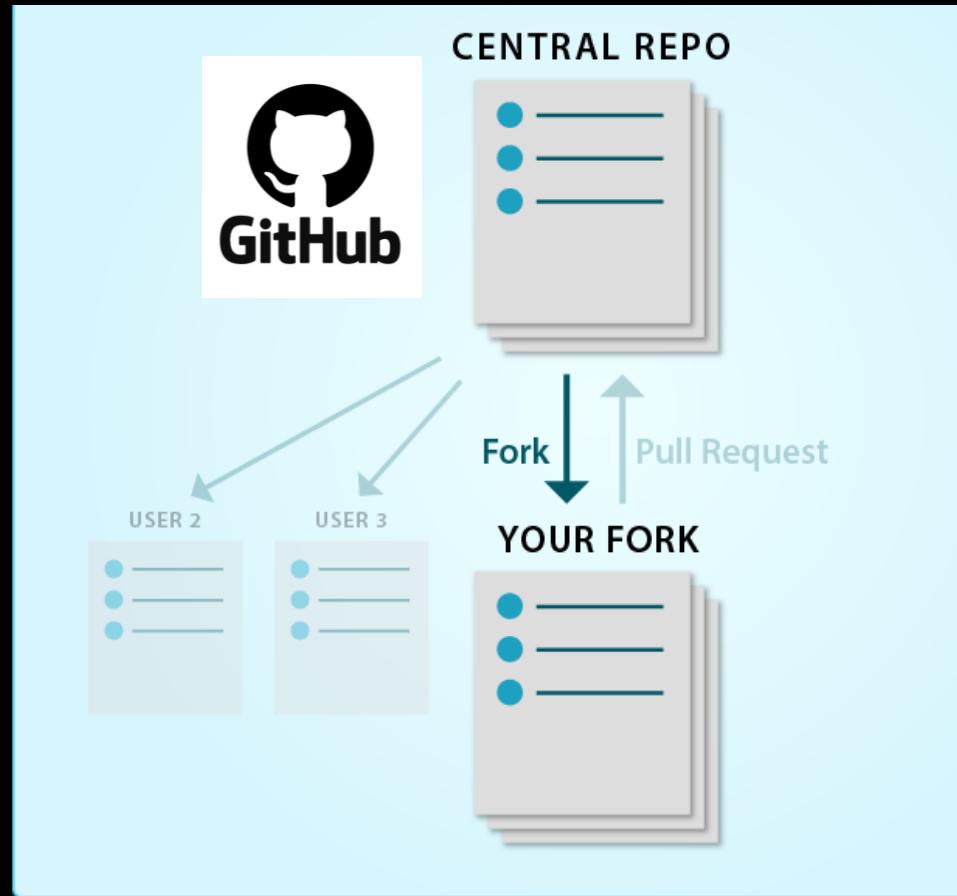
Has some additional perks too! But you need to **verify every year**.

Git Basics



Git = Syncing files

Git Basics



A screenshot of a document interface. At the top left is a back arrow and the text "Today, 2:29 PM". Below it is a zoom control "100%". The main content area shows a document titled "CalWellness Standing Meeting Notes 202". Below the title are several blue hyperlinks: "Progress tracker", "Proposal", "Budget", "Bill tracking", "Samy's engagement", "Methodological processes", and "Factsheet exam". On the right side, there is a "Version history" sidebar. It has a dropdown menu set to "All versions". Under "Today", there is a list item for "October 15, 2:29 PM" which is marked as the "Current version" and shows a teal dot next to "JULIA SILVER". Under "Yesterday", there is a list item for "October 15, 10:03 AM" which shows teal dots next to "JULIA SILVER" and "ROSARIO MAJANO".

Similar to Google Docs-ish, BUT the changes are all named.

Why is it different?



facebook
instagram
tiktok

github

Why is it *really* different?

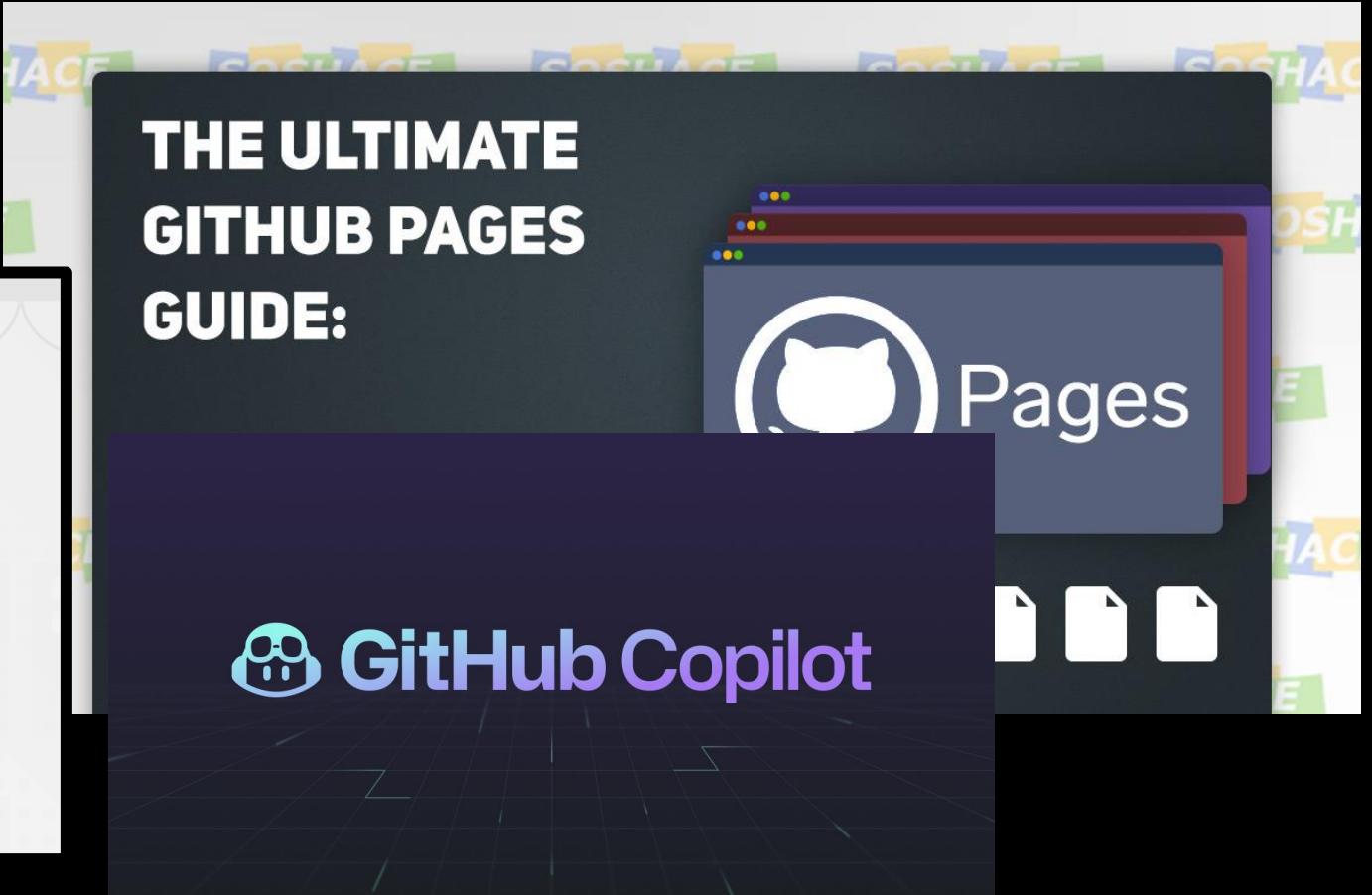
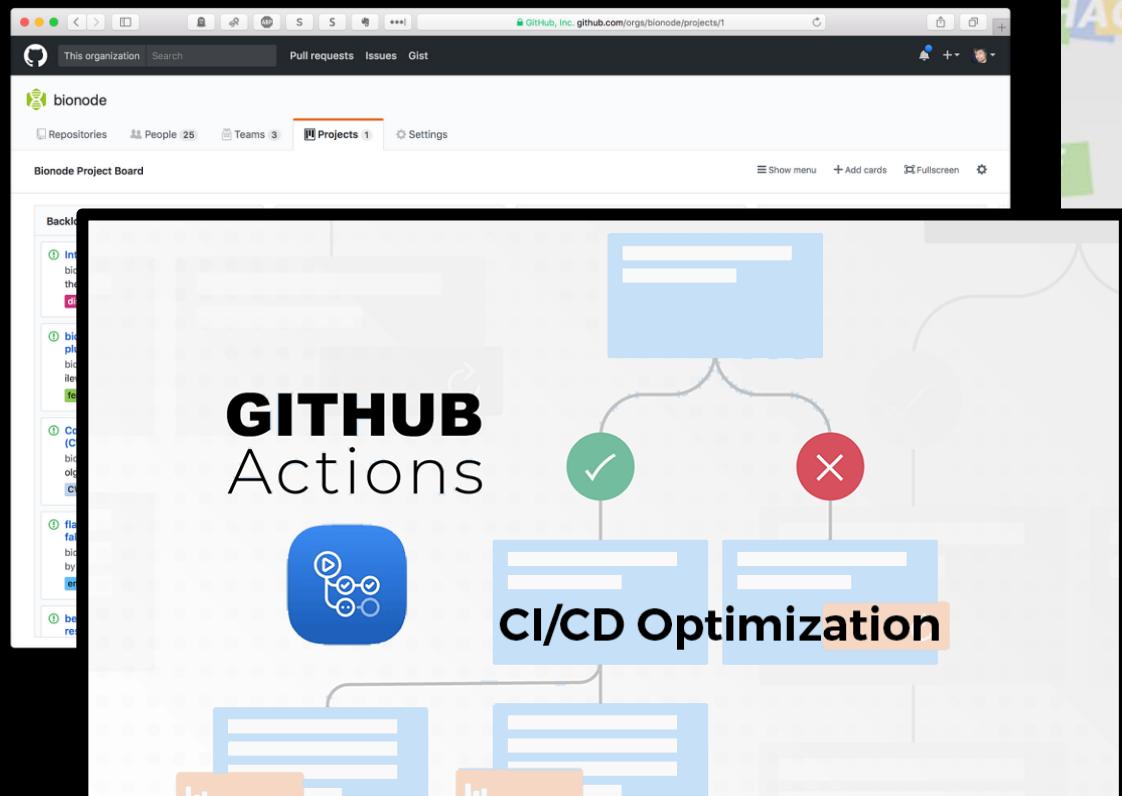


2008 - 2013



2013 - now

What is GitHub??



GitHub has evolved into many different services and tools but is committed to...

It is fundamentally about open source

The largest open source community in the world

There are millions of open source projects on GitHub.
Join one or start your own.

OpenSource 101: Letting anyone have access to the code!

Gitting into focus

Collaborative coding

[See more about collaborative coding →](#)



Create a pull request

Propose and collaborate on changes to a repository.



Create a branch protection rule

Enforce certain workflows for one or more branches.

Automation and CI/CD

[See more about automation and CI/CD →](#)



Auto-assign new issues

Try automatically assigning work with GitHub Actions.



Run a continuous integration test

Validate your code using a CI workflow.

Discover new GitHub features

[See all features →](#)



Security



Client apps



Project management



Team administration



Community

COMMUNITY • DATA

DISASTER RECOVERY *
HIGH AVAILABILITY *
GEO-REPLICATION *
HOTPATCHING *

CUSTOMER SUCCESS TEAM • SUPPORT TEAM



SEARCH



ORGANIZATIONS



TEAMS



GISTS



WIKIS



PAGES



PROJECTS



MILESTONES



SOCIAL CODING



INSIGHTS



ISSUES



MENTIONS



REPOS



CODE REVIEW



PULL REQUESTS



CONCEPT



CUSTOMER

INTEGRATIONS • MARKETPLACE • PROFESSIONAL SERVICES

REST API
GRAPHQL API
MONITORING
LOGGING

* ENTERPRISE ONLY

Using GitHub

How is LPPI is using GitHub?

What is GitHub
 Using GitHub

How we are using it

The screenshot shows a GitHub organization page for "ucla-lppi". The top navigation bar includes links for Overview, Repositories (5), Projects (2), Packages, Teams, People (8), Insights, and Settings. The "People" link is highlighted with a red box. Below the navigation is the organization's profile card, which features the UCLA Latino Policy & Politics Institute logo and a "Follow" button. The main content area contains a message: "We think you're gonna like it here." followed by a note: "We've suggested some tasks here in your organization's overview to help you get started." A "Invite your people" button is also present. On the right side, there are options to "View as: Public" (with a dropdown arrow), a note about viewing repositories as a public user, instructions for creating a README file or pinning repositories, and a "Hide the tasks we've suggested" link.

ucla-lppi

Follow

We think you're gonna like it here.

We've suggested some tasks here in your organization's overview to help you get started.

Invite your people

View as: Public ▾

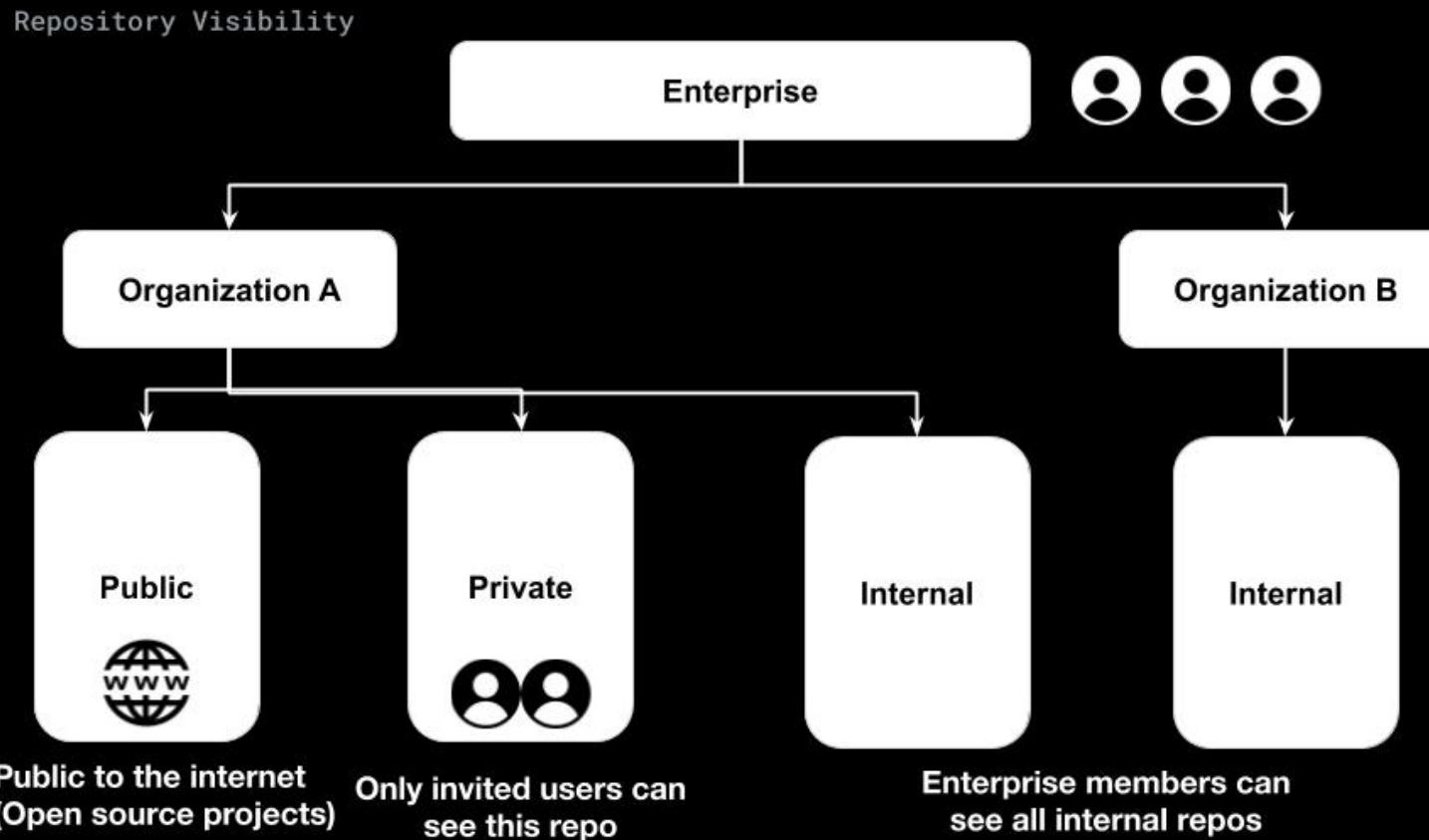
You are viewing the README and pinned repositories as a public user.

You can [create a README file](#) or [pin repositories](#) visible to anyone.

You can [hide the tasks we've suggested](#)

We have a GitHub Organization!

What is a GitHub Organization?



We have a GitHub Organization!

Repositories

Centralizing development

- What is GitHub
- Using GitHub
 - ▶ Repositories
 - Issues
 - Projects
 - Milestones

Our repositories

The screenshot shows a dark-themed GitHub interface. At the top, there's a navigation bar with icons for Overview, Repositories (5), Projects (2), Packages, Teams, People (8), Insights, and Settings. On the left, a sidebar titled "Repositories" has buttons for All, Public, Private, Sources, Forks, Archived, and Templates. The main area is titled "All" and shows a search bar with "Search repositories". Below it, a section titled "5 repositories" lists three public repositories: "report-generator" (Python, last pushed 3 hours ago), "sandbox" (Python, last pushed 3 weeks ago), and "dashboard" (JavaScript, GNU General Public License v3.0, last pushed 2 days ago). A green button labeled "New repository" is visible in the top right.

Name	Type	Last Pushed	Language	License	Stargazers	Issues	Pull Requests	Commits
report-generator	Public	3 hours ago	Python	None	0	0	0	0
sandbox	Private	3 weeks ago	Python	None	0	0	0	0
dashboard	Public	2 days ago	JavaScript	GNU General Public License v3.0	0	0	2	0

Most are public! Only 1 Private for testing purposes!

Web Development

The screenshot shows a GitHub user's repository list. On the left, there's a sidebar with links: Private, Sources, Forks, Archived, and Templates. The main area displays five repositories:

- report-generator** (Public)
Python • 0 forks • 0 stars • 14 issues • 0 pull requests • Updated 3 hours ago
- sandbox** (Private)
Python • 0 forks • 0 stars • 0 issues • 0 pull requests • Updated 3 weeks ago
- dashboard** (Public)
JavaScript • GNU General Public License v3.0 • 0 forks • 0 stars • 2 issues • 0 pull requests • Updated 3 weeks ago
- demo-repository** (Private)
A code repository designed to show the best GitHub has to offer.
HTML • 0 forks • 0 stars • 0 issues • 0 pull requests • Updated last month
- northcarolinashboard** (Private)
CSS • 0 forks • 0 stars • 0 issues • 0 pull requests • Updated on Sep 5

A red box highlights the "dashboard" repository, and a red arrow points from the text "For the Dashboard website" to this highlighted box.

For the Dashboard website

Most are public!

Web Development

The screenshot shows a GitHub repository page for the project 'ucla-lppi/dashboard'. The repository is public and has 2 stars. The 'About' section contains the following links:

- [🔗 ucla-lppi.github.io/dashboard/](https://ucla-lppi.github.io/dashboard/) (highlighted with a red box and an arrow pointing to the 'Development website' text below)
- Readme
- GPL-3.0 license
- Activity
- Custom properties

Below the 'About' section, there is a note: "Development website".

You can access the dev site here!

Repositories

A screenshot of a GitHub repository list. On the left, a sidebar shows navigation options: Private, Sources, Forks, Archived, and Templates. A red box highlights the 'For report automation' text in the 'Archived' section. A red arrow points from this box to the 'report-generator' repository entry in the main list. The main list displays five repositories:

- report-generator** (Public)
Python • 0 forks • 0 stars • 14 issues • 0 pull requests • Updated 3 hours ago
- sandbox** (Private)
Python • 0 forks • 0 stars • 0 issues • 0 pull requests • Updated 3 weeks ago
- dashboard** (Public)
JavaScript • GNU General Public License v3.0 • 0 forks • 0 stars • 2 issues • 0 pull requests • Updated 3 weeks ago
- demo-repository** (Private)
A code repository designed to show the best GitHub has to offer.
HTML • 0 forks • 0 stars • 0 issues • 0 pull requests • Updated last month
- northcarolinashboard** (Private)
CSS • 0 forks • 0 stars • 0 issues • 0 pull requests • Updated on Sep 5

Most are public!

Navigating Repositories

A screenshot of a GitHub repository page for 'report-generator'. The page has a dark theme. At the top, there's a navigation bar with icons for 'Edit Pins', 'Watch', 'Fork', and 'Star'. Below the navigation bar, there are buttons for 'main', a search bar labeled 'Go to file', and a green 'Code' button. To the right of the code button is an 'About' section with the text 'No description, website, or topics provided.' A red box highlights the 'About' section, and the text 'Output has the maps and pdfs' is overlaid on it. A red arrow points from the bottom left towards the 'output' folder in the file tree. The file tree shows the following structure:

- .vscode
- __pycache__
- inputs
- output** (highlighted by a red arrow)
- static
- template

Each item in the file tree has a commit message like 'feat: update maps' or 'feat: first automation of the reports ...' and a timestamp like 'last month' or '3 hours ago'.

Click to navigate in!

Navigating Repositories

The screenshot shows a GitHub repository interface for the 'report-generator' repository, specifically the 'output' branch. The top navigation bar shows 'main' and the path 'report-generator / output /'. The search bar contains 'Go to file' and a dropdown for 'Add file'. A commit by 'albertkun' titled 'feat: update maps' is shown, dated '3 hours ago' with commit hash '34b1bc2'. A callout box highlights the note: 'Images and code can be previewed directly, but pdfs need to be downloaded to be viewed'. A red arrow points from this callout to the PDF file 'Contra_Costa_extreme_heat.pdf' in the file list.

Name	Last commit message	Last commit date
..		
imgs		
maps	feat: initial neighborhood map generation completed	2 weeks ago
test_maps	feat: update maps	3 hours ago
Contra_Costa_extreme_heat.pdf	feat: census tract maps	last week
Fresno_extreme_heat.pdf	feat: census tract maps	last week
Imperial_extreme_heat.pdf	feat: census tract maps	last week

Click to navigate in!

Navigating Repositories

A screenshot of a GitHub repository page for the file `Contra_Costa_extreme_heat.pdf`. The page includes navigation links for Code, Issues (14), Pull requests, Discussions, Actions, Projects (1), Wiki, Security, and Insights. The main content shows a commit by `albertkun` titled "feat: census tract maps" with a timestamp of "a47122c · last week". A red box highlights the download link, and a red arrow points from it to the "Click here to download" text below. The file size is listed as 86 KB.

Code Issues 14 Pull requests Discussions Actions Projects 1 Wiki Security Insights

main report-generator / output / Contra_Costa_extreme_heat.pdf Go to file History

albertkun feat: census tract maps a47122c · last week History

Download raw file

86 KB

Unable to render code block

Click here to download

Click to navigate in!

Adding to repositories

A screenshot of a GitHub repository page. The repository belongs to user 'albertkun' and has 12 commits. The main branch is 'main'. The repository has no description, website, or topics provided. It contains files like '.vscode', '__pycache__', 'inputs', 'output', 'static', 'template', 'utils', and '.gitignore'. A red arrow points from the text 'Click a folder you want to add a file to' to the 'inputs' folder. A red box highlights the text 'Click here'.

File	Description	Last Commit
.vscode	feat: first automation of the reports ...	last month
__pycache__	feat: update maps	4 hours ago
inputs	feat: update maps	4 hours ago
output	feat: update maps	4 hours ago
static	orts ...	last month
template	feat: added neighborhood level rep...	last month
utils	feat: added neighborhood level rep...	last month
.gitignore	feat: added neighborhood level rep...	last month

No description, website, or topics provided.

- Readme
- Activity
- Custom properties
- 0 stars
- 0 watching
- 0 forks

Report repository

Releases

No releases published

[Create a new release](#)

Click a folder you want to add a file to

Adding to repositories

The screenshot shows a GitHub repository page for 'ucla-ippi / report-generator'. The 'Code' tab is selected. The navigation bar includes links for Issues (14), Pull requests, Discussions, Actions, Projects (1), Wiki, Security, Insights, and a three-dot menu. Below the navigation bar, there's a search bar and a 'Go to file' search bar. The main area shows a list of files in the 'report-generator / inputs /' directory. The files listed are '...', 'data', 'geojson', and 'tract_level_data.csv'. Each file entry includes its name, last commit message, and last commit date. A red box highlights the 'Add file' button in the top right corner of the file list area, and a red arrow points from the text 'Click here' below it to this button.

Name	Last commit message	Last commit date
...		
data	feat: added placeholder.csv	last month
geojson	feat: update maps	4 hours ago
tract_level_data.csv	feat: update maps	4 hours ago

Click the add a file button

Adding to repositories

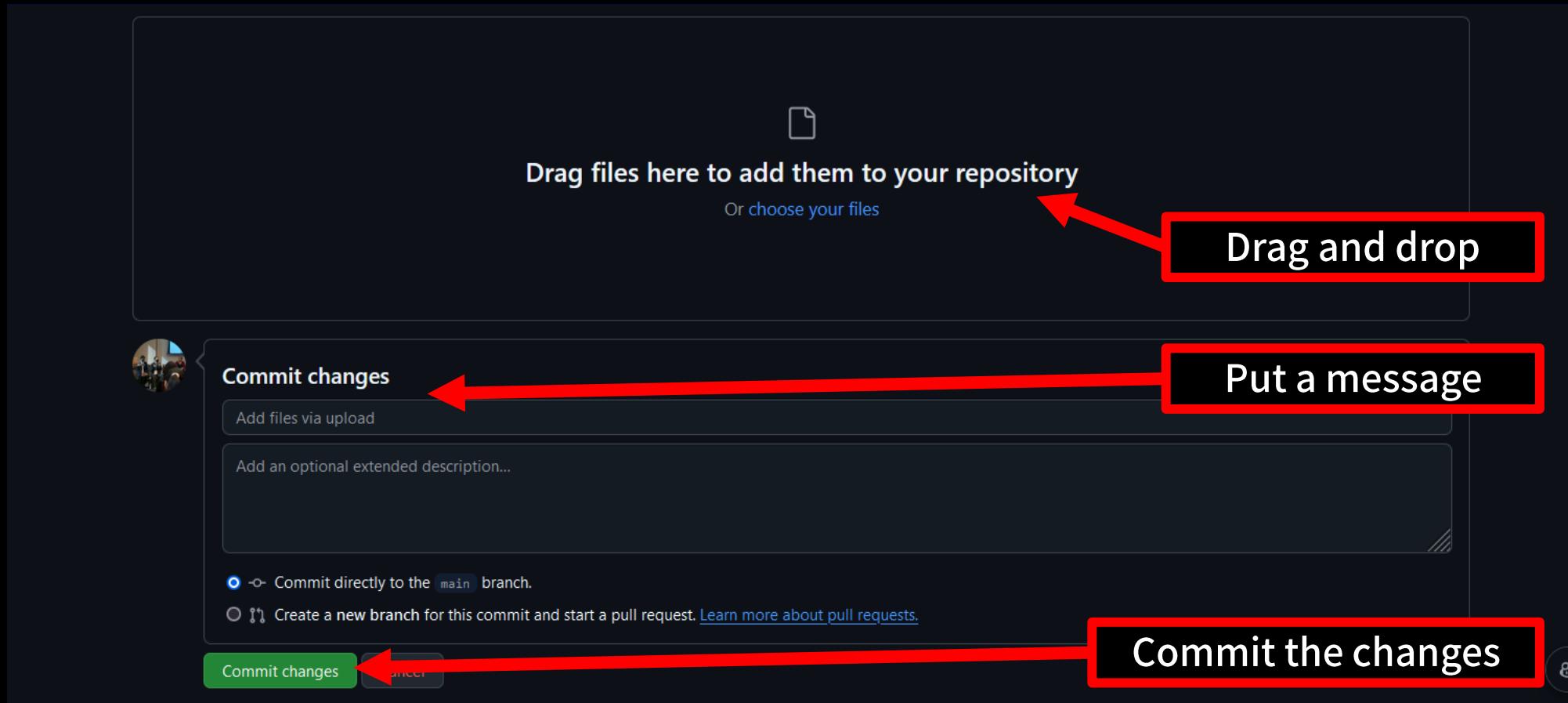
The screenshot shows a GitHub repository interface for the 'report-generator' repository under the 'ucla-lppi' organization. The user is in the 'inputs' folder of the 'main' branch. A red arrow points from the text 'Choose upload files' to the 'Upload files' option in a dropdown menu. The menu also includes 'Create new file'. The repository has 14 issues, 1 pull request, and 1 action. The commit history shows several updates to files like 'placeholder.csv', 'geojson', and 'tract_level_data.csv'.

Name	Last commit message	Last commit date
..		
data	feat: added placeholder.csv	last month
geojson	feat: update	4 hours ago
tract_level_data.csv	feat: update maps	4 hours ago
tract_level_results.csv	feat: census tract maps	last week

<https://github.com/ucla-lppi/report-generator/new/main/inputs>

Click to upload

Adding to repositories



As simple as 1-2-3!

Setting Repositories

A screenshot of a GitHub repository page for 'ucla-lppi / sandbox'. The page shows a list of commits. A red arrow points from the text 'Edit pins' in the heading to the 'Edit Pins' button in the top right corner of the commit list header.

Edit pins

Code Issues Pull requests Actions Projects Security Insights Settings

sandbox Private

main 1 Branch 0 Tags

Go to file Add file Code

albertkun fix: typo in readme 4f06654 · 3 weeks ago 4 Commits

README.md fix: typo in readme 3 weeks ago

buster_extension.xpi feat: initial commit 3 weeks ago

main.py feat: initial commit 3 weeks ago

ss20240926.png feat: initial commit 3 weeks ago

About

No description

Readme Activity Custom 0 stars 0 watching 0 forks

Setting Repositories

Danger Zone



Change repository visibility This repository is currently private.	Change visibility
Disable branch protection rules Disable branch protection rules enforcement and APIs	Disable branch protection rules
Transfer ownership Transfer this repository to another user or to an organization where you have the ability to create repositories.	Transfer
Archive this repository Mark this repository as archived and read-only.	Archive this repository
Delete this repository Once you delete a repository, there is no going back. Please be certain.	Delete this repository

You can make repo's private or public here, delete them, etc.!

Sharing Repositories

The screenshot shows the GitHub repository settings page for 'ucla-lippi / sandbox'. The 'Settings' tab is selected. On the left, a sidebar lists repository sections: General (selected), Access (highlighted in blue), Collaborators and teams, Code and automation, Branches, Tags, Rules, and Actions. A red arrow points from the text below to the 'Collaborators and teams' link in the sidebar. The main content area displays the 'General' settings, including the repository name 'sandbox' and two checkboxes: 'Template repository' and 'Require contributors to sign off on web-based commits'.

General

Repository name

sandbox Rename

Template repository
Template repositories let users generate new repositories with the same directory structure and files. [Learn more about template repositories](#).

Require contributors to sign off on web-based commits
Enabling this setting will require contributors to sign off on commits made through GitHub's web interface. Signing off is a way for contributors to affirm that their commit complies with the repository's terms, commonly the [Developer Certificate of Origin \(DCO\)](#). [Learn more about signing off on commits](#).

Collaborators and teams is where you can control who can access repositories!

Sharing Repositories

The screenshot shows the 'Who has access' section of a GitHub repository's settings. It highlights the 'Collaborators and teams' tab under the 'Access' heading. The main area displays four access categories: 'PRIVATE REPOSITORY' (with a lock icon), 'BASE ROLE' (with a 'Write' badge), 'DIRECT ACCESS' (with a user icon), and 'ORGANIZATION ACCESS' (with a building icon). A red arrow points from the 'Manage' button in the 'DIRECT ACCESS' section down to the 'Add people' button in the 'Manage access' section below. The 'Manage access' section includes tabs for 'Direct access' and 'Organization access', a search bar, and a list of users with checkboxes and role selection buttons.

General

Who has access

Access

Collaborators and teams

Private repository

Only those with access to this repository can view it

Manage

Manage

Code and automation

- Branches
- Tags
- Rules
- Actions
- Webhooks
- Pages
- Custom properties

Security

- Code security
- Deploy keys
- Secrets and variables

Integrations

Manage access

Direct access Organization access

Select all

Find people or a team...

Type Role

alejandresam

Role: write

Create team

Add people

Add teams

You can add people or teams!

Sharing Repositories

The screenshot shows the 'Who has access' section of a GitHub repository settings page. On the left, a sidebar lists 'General', 'Access' (selected), 'Code and automation', 'Security', and 'Integrations'. Under 'Access', 'Collaborators and teams' is selected. The main area shows a 'Private repository' status with a lock icon. A red arrow points from the text 'All 8 members can access this repository.' towards the 'Create team' button. The 'Manage' button is located at the top right of the 'Who has access' section. Below it, the 'Manage access' section shows a list of users with 'alejandresam' selected. Buttons for 'Add people' and 'Add teams' are also visible.

General

Access

Collaborators and teams

Code and automation

- Branches
- Tags
- Rules
- Actions
- Webhooks
- Pages
- Custom properties

Security

- Code security
- Deploy keys
- Secrets and variables

Integrations

Who has access

Private repository

Only those with access to this repository can view it

Manage

PRIVATE REPOSITORY 🔒

Only those with access to this repository can view it.

Manage

BASE ROLE Write

All 8 members can access this repository.

Manage

DIRECT ACCESS 🔑

1 user has access to this repository. 1 member.

Manage

ORGANIZATION ACCESS 🏢

0 users and 0 teams can access this repository through the organization.

Manage

Manage access

Create team

Add people

Add teams

Direct access Organization access

Select all

Find people or a team...

Type Role

alejandresam

Role: write

You can create a team!

Sharing Repositories

Team name
Mention this team in conversations as @ucla-lppi/data-team.

Description

What is this team all about?

Parent team
There are no teams that can be selected.

Team visibility
 Visible (Recommended)
A visible team can be seen and [@mentioned](#) by every member of this organization.
 Secret
A secret team can only be seen by its members and may not be nested.

Team notifications
 Enabled
Everyone will be notified when the team is @mentioned.
 Disabled
No one will receive notifications.

Create team

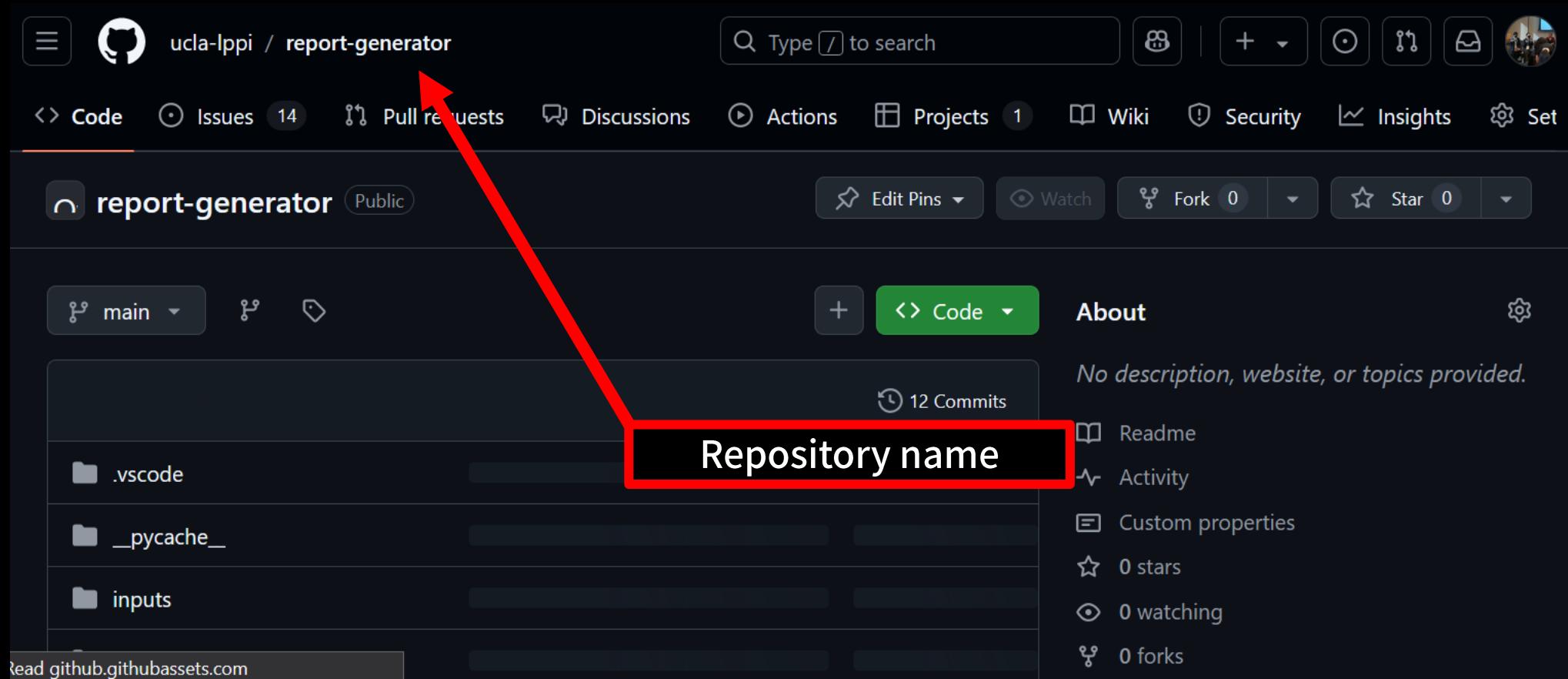
This would allow you tag people or set their permissions per repository!

Issues

Keeping track of repository details

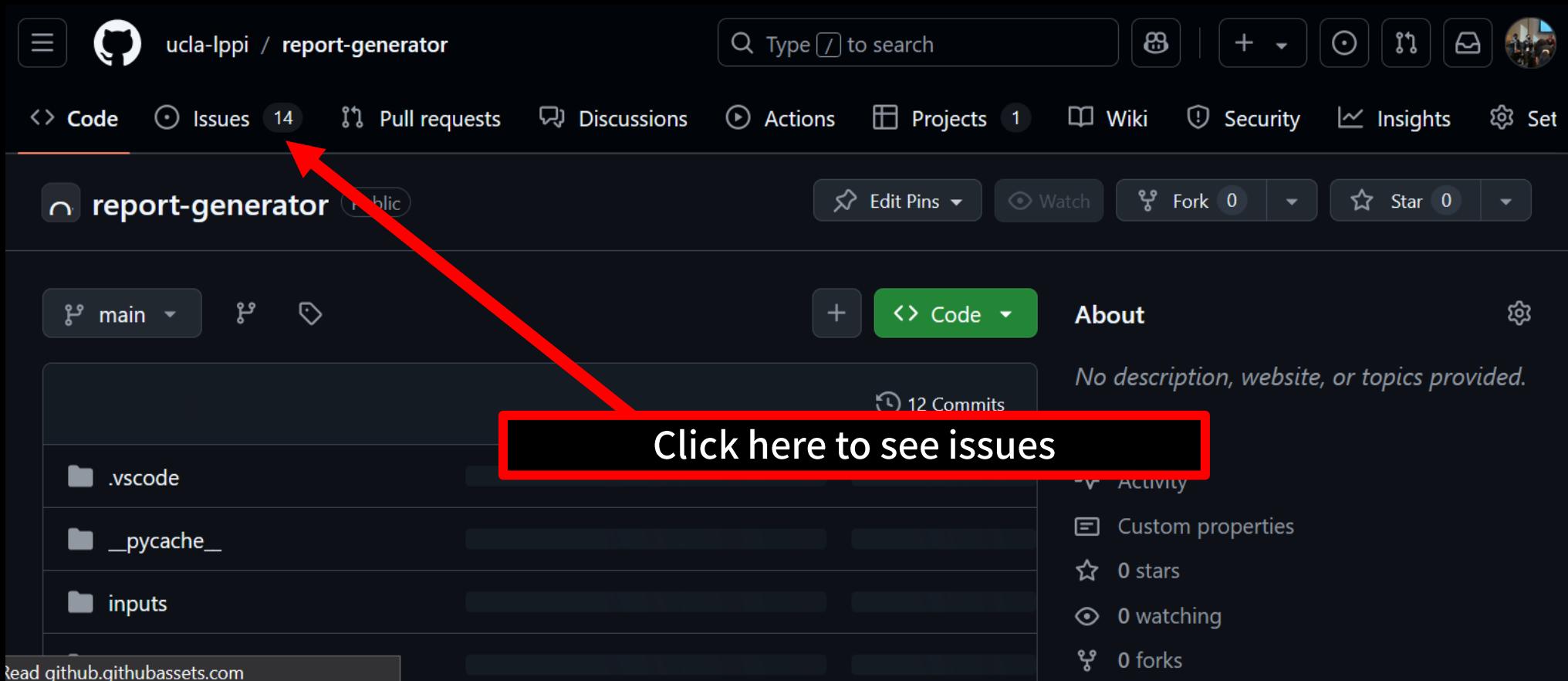
- What is GitHub
- Using GitHub
- Repositories
- ▶ Issues
- Projects
- Milestones

Where to find them



Each Repository has its own issues board!

Issues at a glance



Issues are ways to track action items, provide updates, etc.
They are basically notes!!

Issues overview

The screenshot shows the GitHub Issues overview for the repository "ucla-lppi / report-generator". The top navigation bar includes links for Code, Issues (14), Pull requests, Discussions, Actions, Projects (1), Wiki, Security, Insights, and more. A search bar is at the top right. Below the navigation is a filter bar with "Filters" and a search input showing "is:issue is:open". The main area displays a list of issues:

- 14 Open (radio button selected)
- 1 Closed (checkbox checked)
- Explore data variables where instances that have different outcomes**
#14 opened 2 weeks ago by albertkun
- Detailed feedback San Joaquin and Riverside**
#13 opened 2 weeks ago by albertkun
- #12 opened 2 weeks ago by albertkun
- @juliareesilver contacting OpenAI to see what the issue is

A red box highlights the "1 Closed" checkbox with the text "Can click here to see Closed issues". Another red box highlights the "14 Open" radio button with the text "Default view is list of Open issues".

Open issues are those that have not been resolved or still open for comments/feedback/etc.

Issues

Explore data variables where instances that have different outcomes #14

[Edit](#) [New issue](#)

[Open](#) albertkun opened this issue 2 weeks ago · 2 comments

albertkun commented 2 weeks ago · edited

Member ...

#13 only looks at the variable `Temps over 90 degrees`, but we need to look at other indicators.

Smiley face icon

albertkun added this to Report Generation 2 weeks ago

Assignees: No one — [assign yourself](#)

Labels: None yet

Projects: Report Generation

Status: No status · +3 more



Issues can be assigned to people, labeled, and attached to “Projects” for project management purposes.

Assigning issues

Open albertkun opened this issue 2 weeks ago · 2 comments

albertkun commented 2 weeks ago • edited Member ...
#13 only looks at the variable Temps over 90 degrees , but we need to look at other indicators.
😊

albertkun added this to Report Generation 2 weeks ago

juliaraesilver commented 2 weeks ago Member ...
San Joaquin County
Here are the interpretations that are incorrect and/or need workshoppina:

Assignees 
Assign up to 10 people to this issue
Type or choose a user

Suggestions
albertkun albertkun
alejandresam alejandresam
chhan-pech chhan-pech
ismara-fg ismara-fg
juliaraesilver juliaraesilver

Issues can be assigned to people, labeled, and attached to “Projects” for project management purposes.

Labeling

 Open Explore data variables where instances that have different outcomes #14
albertkun opened this issue 2 weeks ago · 2 comments

indicators.



 albertkun added this to Report Generation 2 weeks ago

 juliaesilver commented 2 weeks ago Member ...
San Joaquin County
Here are the interpretations that are incorrect and/or need workshopping:
1. "Latino neighborhoods historically experience more days with high temperatures. For instance, the average number of days with temperatures reaching 90°F between 2018 and 2022 is higher in Latino neighborhoods (114 days) compared to NL White neighborhoods (115 days), representing a significant increase of -1 days."

Labels 

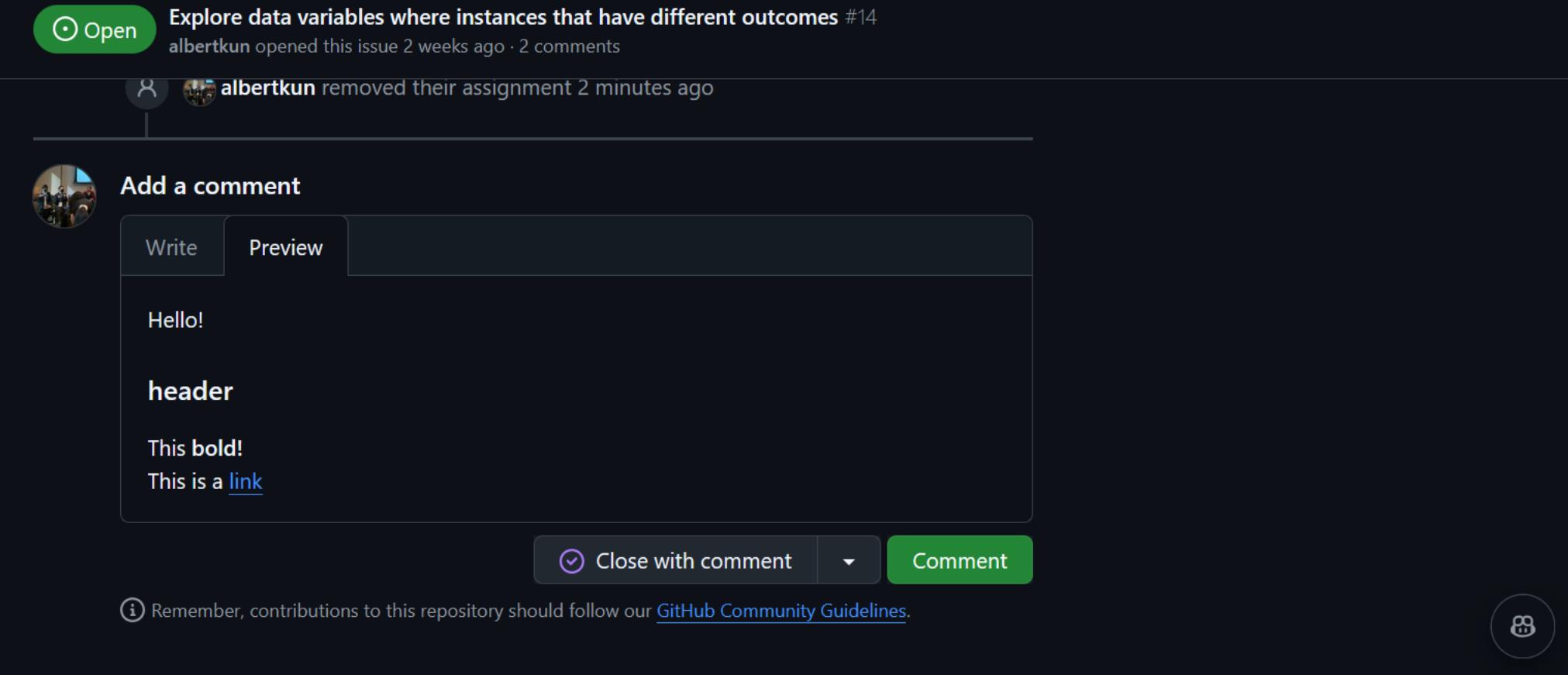
Apply labels to this issue

Filter labels

- Priority: High
- Priority: Low
- Priority: Medium
- Status: Complete
- Status: Feedback Needed
- Status: In Progress
- Status: On Hold

Issues can be labeled for easier filtering.

Writing / Commenting on Issues



The screenshot shows a GitHub issue comment form. At the top left is a green button labeled "Open". To its right is the issue title: "Explore data variables where instances that have different outcomes #14". Below the title is the author information: "albertkun opened this issue 2 weeks ago · 2 comments". A horizontal line separates this from the comment area. In the comment area, there are two user icons: one for the author and one for the person replying. The reply text reads: "albertkun removed their assignment 2 minutes ago". Another horizontal line separates this from the "Add a comment" section. In this section, there are two tabs: "Write" (which is selected) and "Preview". The "Write" tab contains the following Markdown code:

```
Hello!  
header  
This bold!  
This is a link
```

At the bottom of the comment area are two buttons: "Close with comment" (with a checked checkbox) and "Comment". Below these buttons is a note: "Remember, contributions to this repository should follow our [GitHub Community Guidelines](#)". On the far right, there is a small circular icon with a gear or settings symbol.

All issues are written in MARKDOWN language

Markdown tips

The screenshot shows a dark-themed GitHub Docs page. At the top left is the GitHub logo and "GitHub Docs". Next to it is a dropdown menu "Version: Free, Pro, & Team". On the right is a search bar "Search GitHub Docs" with a magnifying glass icon and a globe icon for international search.

The breadcrumb navigation shows: Get started / Writing on GitHub / Start writing on GitHub / Basic formatting syntax.

Headings ↗

To create a heading, add one to six # symbols before your heading text. The number of # you use will determine the hierarchy level and typeface size of the heading.

```
# A first-level heading
## A second-level heading
### A third-level heading
```

A large white box displays the rendered headings:

A first-level heading

A second-level heading

The sidebar on the right is titled "In this article" and lists the following topics:

- Headings
- Styling text
- Quoting text
- Quoting code
- Supported color models
- Links
- Section links
- Relative links
- Custom anchors
- Images

Learn more here!

<https://docs.github.com/en/get-started/writing-on-github/getting-started-with-writing-and-formatting-on-github/basic-writing-and-formatting-syntax>

Markdown 101

A screenshot of a GitHub comment input field. The input area contains the following Markdown code:

```
Hello!  
### header  
This **bold!**  
This is a [link](https://www.github.com/ucla-lppi)
```

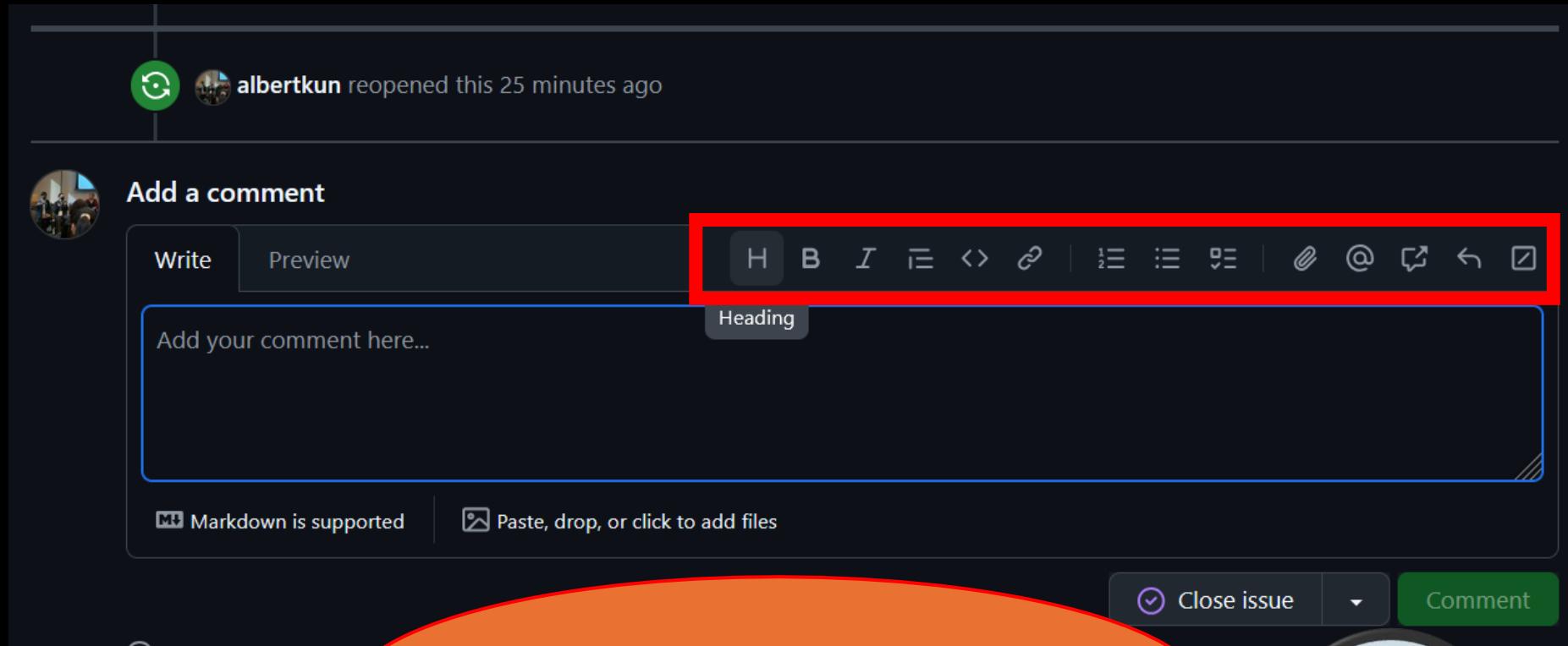
The "Markdown is supported" button at the bottom left of the input area is highlighted with a red box and a red arrow pointing to it from below.

At the bottom right of the input area, there are two buttons: "Close with comment" and "Comment".

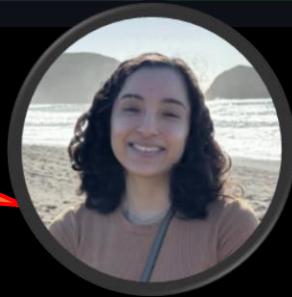
Below the input area, a note says: "Remember, contributions to this repository should follow our [GitHub Community Guidelines](#)".

Learn about Markdown here!

Samm-easy Method!



You can click these buttons instead of using markdown!!



Attaching images and links

Open Explore data variables where instances that have different
albertkun opened this issue 2 weeks ago · 2 comments

Add a comment

Write Preview H B I <> | : 58 items | 1 item selected 126 KB |

Hello!
header
This **bold!**
This is a [link](<https://www.github.com/ucla-lppi>)

Markdown is supported Paste, drop, or click to add files

Close with comment Comment

Remember, contributions to this repository should follow our [GitHub Community Guidelines](#).

The screenshot shows a GitHub issue comment interface. On the left, there's a green 'Open' button and a message about data variables. Below that is a 'Comment' section with a 'Write' tab active, containing some Markdown text. At the bottom of the comment area, there are buttons for 'Close with comment' and 'Comment'. On the right, a file attachment sidebar is open, showing a list of categories (Music, Pictures, public, Videos) and a local disk folder. Inside the folder, two files are listed: 'Alameda_majority_tracts_map.png' and 'Alpine_majority_tracts_map.png'. Both files have small thumbnail previews. A tooltip at the bottom of the sidebar indicates there are 58 items in total, 1 selected, and it weighs 126 KB.

You can also drag and drop files and images directly!

Task Lists

A screenshot of a GitHub issue comment input field. The input field has a blue border and contains the following text:

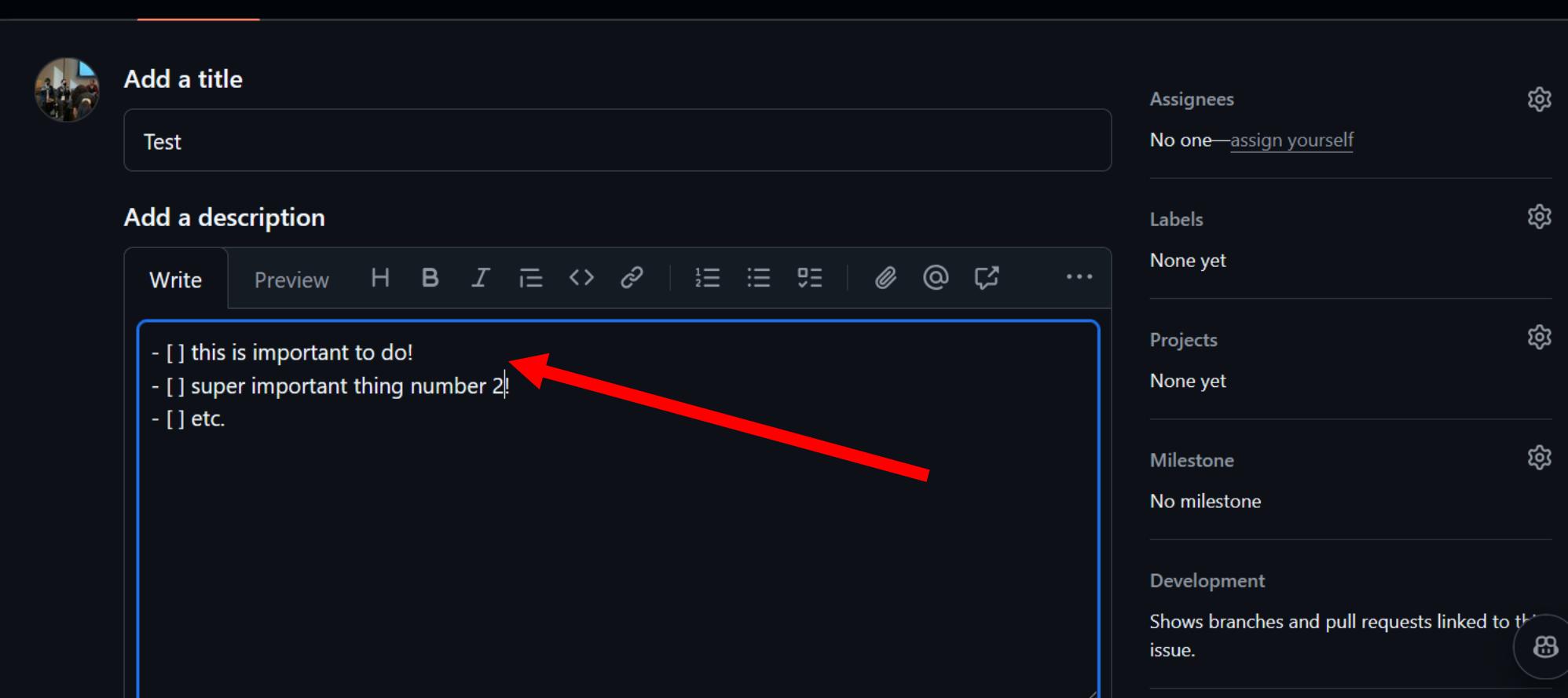
```
Hello:  
### header  
This **bold!**  
This is a [link](https://www.github.com/ucla-lppi)
```

The input field includes a toolbar with various icons: Write, Preview, H, B, I, ~~I~~, <>, , , , (which is highlighted with a red arrow), @, and ...

Below the input field, there are two status messages: "Markdown is supported" and "Paste, drop, or click to add files". At the bottom, there are "Close with comment" and "Comment" buttons.

Very helpful to keep track of what needs to be done within an issue!

Task Lists



A screenshot of a task list interface, likely from a GitHub issue or pull request page. The interface includes fields for 'Add a title' (containing 'Test'), 'Add a description' (containing a list of tasks), and various project management settings like 'Assignees', 'Labels', 'Projects', 'Milestone', and 'Development'. A red arrow points to the second item in the task list.

Add a title

Test

Add a description

Write Preview H B I = <> @ ...

- [] this is important to do!
- [] super important thing number 2!
- [] etc.

Assignees No one—assign yourself

Labels None yet

Projects None yet

Milestone No milestone

Development Shows branches and pull requests linked to this issue.

Very helpful to keep track of what needs to be done within an issue!

Task Lists

The screenshot shows a dark-themed issue page titled "Test #1". At the top, there are buttons for "Open" (green), "1 of 3 tasks" (blue), and a timestamp: "albertkun opened this issue now · 0 comments". A red arrow points from the "1 of 3 tasks" button to a comment by "albertkun". The comment text is:
this is important to do!
super important thing number 2!
etc.
A second red arrow points from the word "super" in the second item to the task list icon (a square with a checkmark) in the first item. Below the comment is a "Write" button and a rich text editor toolbar.

Assignees
No one — assign yourself

Labels
None yet

Projects
None yet

Milestone
No milestone

Very helpful to keep track of what needs to be done within an issue!

Referencing other issues

The screenshot shows a GitHub issue card for "Test #1". The card has a dark theme. At the top left is a profile picture of a group of people. To its right is the title "Test #1" with a green circular icon containing a dot. Below the title is a list of items:

- this is important to do!
- super important thing number 2!
- etc.

Below this is a "Write" button and a "Related to" section containing the text "You opened this issue". To the right of the card are several settings sections:

- Assignees:** No one — [assign yourself](#)
- Labels:** None yet
- Projects:** None yet
- Milestone:** No milestone
- Development:** Shows branches and pull requests linked to this issue

At the bottom of the card is the URL <https://github.com/ucla-lppi/sandbox/issues/1>.

All issues are numbered, so you can reference and cross reference them with a **#NUMBER** format.

Seeing referenced issues

Test #1

Open 1 of 3 tasks albertkun opened this issue 4 minutes ago · 0 comments

albertkun commented 4 minutes ago · edited

- [this is important to do! #2](#)
- super important thing number 2!
- etc.

albertkun mentioned this issue now

[this is important to do! #2](#)

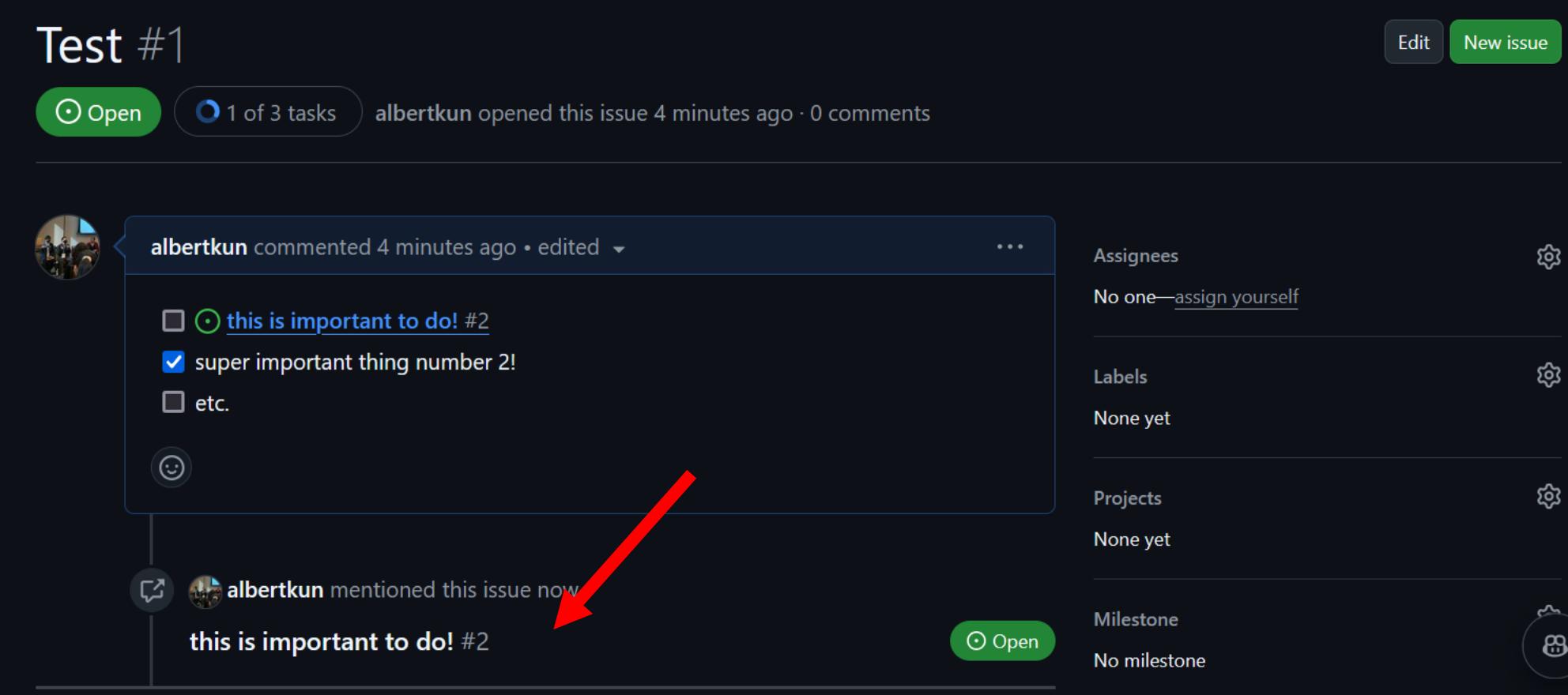
Open

Assignees: No one — assign yourself

Labels: None yet

Projects: None yet

Milestone: No milestone



This is helpful when issues become related to each other

Converting issues from task lists

The screenshot shows a dark-themed interface for managing tasks and issues. At the top, there's a header with "Test #1", an "Edit" button, and a "New issue" button. Below the header, a green "Open" button and a circular progress bar indicating "1 of 3 tasks" are visible. A message from "albertkun" states they opened the issue and added 0 comments. The main area contains a task list with three items:

- this is important to do!
- super important thing number 2!
- etc.

A red arrow points from the text "Can be converted to issues if the task becomes bigger, delayed, etc." to a blue "Convert to issue" button located in the top right corner of the task list card. To the right of the card, there are settings for assignees, labels, projects, and milestones, each with a gear icon.

Can be converted to issues if the task becomes bigger, delayed, etc.

Submitting new issues

A screenshot of a GitHub repository named "ucla-ippi / sandbox". The "Issues" tab is selected, showing 1 open issue. A red arrow points to the "New issue" button in the top right corner of the search bar area. The search bar contains the query "is:issue is:open". Below the search bar, there are filters for "Labels" (9) and "Milestones" (0). The main list shows one open issue titled "Test" created by "albertkun" 8 minutes ago, with 2 of 3 tasks completed.

Code Issues 1 Pull requests Actions Projects Security Insights Settings

Filters ▾ is:issue is:open Labels 9 Milestones 0 New issue

1 Open ✓ 1 Closed

Test #1 opened 8 minutes ago by albertkun 2 of 3 tasks

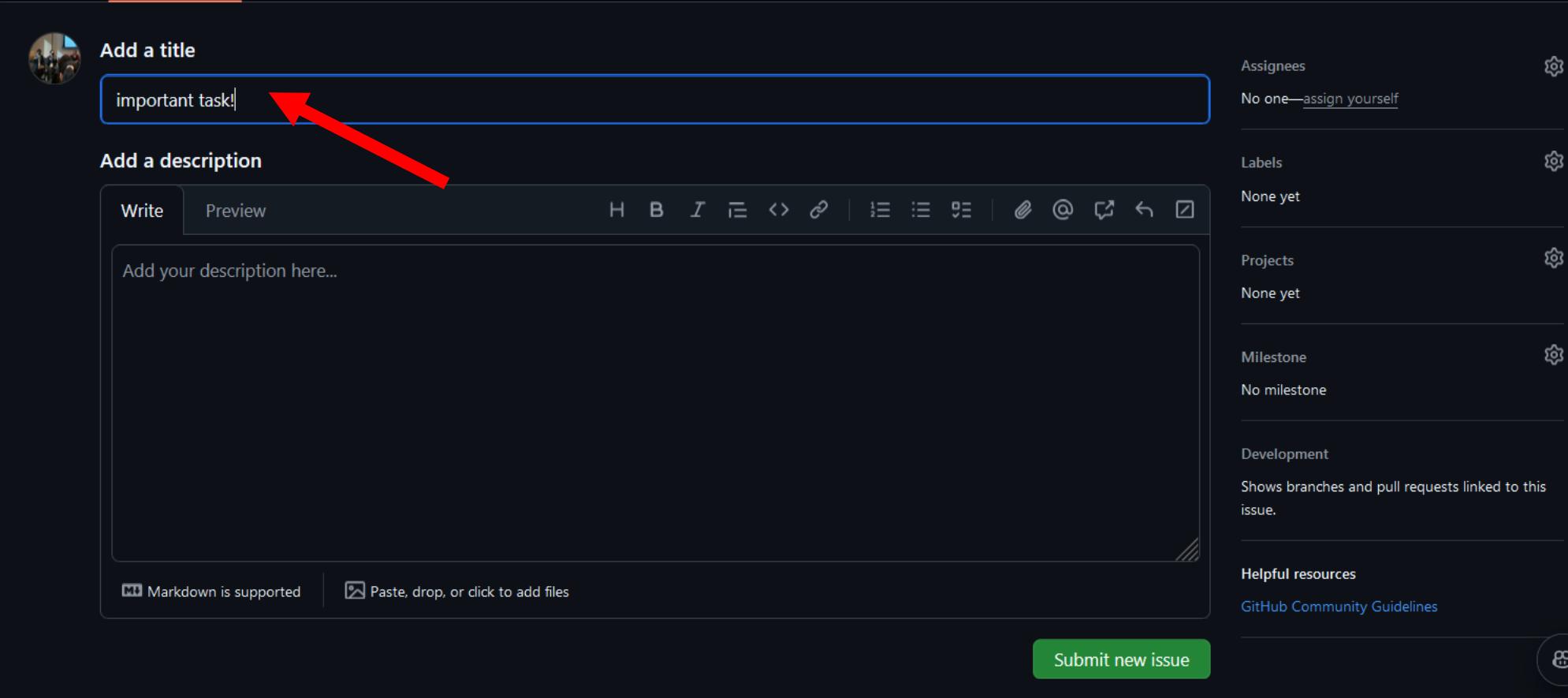
Author ▾ Label ▾ Projects ▾ Milestones ▾ Assignee ▾ Sort ▾

💡 ProTip! Ears burning? Get @albertkun mentions with [mentions:albertkun](#).

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After submitting an issue, it will be referenced in the other one!

Submitting new issues



A screenshot of the GitHub issue submission interface. The title field contains the text "important task!". A large red arrow points from the bottom left towards this title field. The interface includes sections for "Add a title", "Add a description" (with "Write" and "Preview" tabs), and various configuration options like "Assignees", "Labels", "Projects", "Milestone", "Development", and "Helpful resources". At the bottom right is a green "Submit new issue" button.

Add a title

important task!

Add a description

Write Preview

Add your description here...

Markdown is supported

Paste, drop, or click to add files

Submit new issue

Assignees
No one—assign yourself

Labels
None yet

Projects
None yet

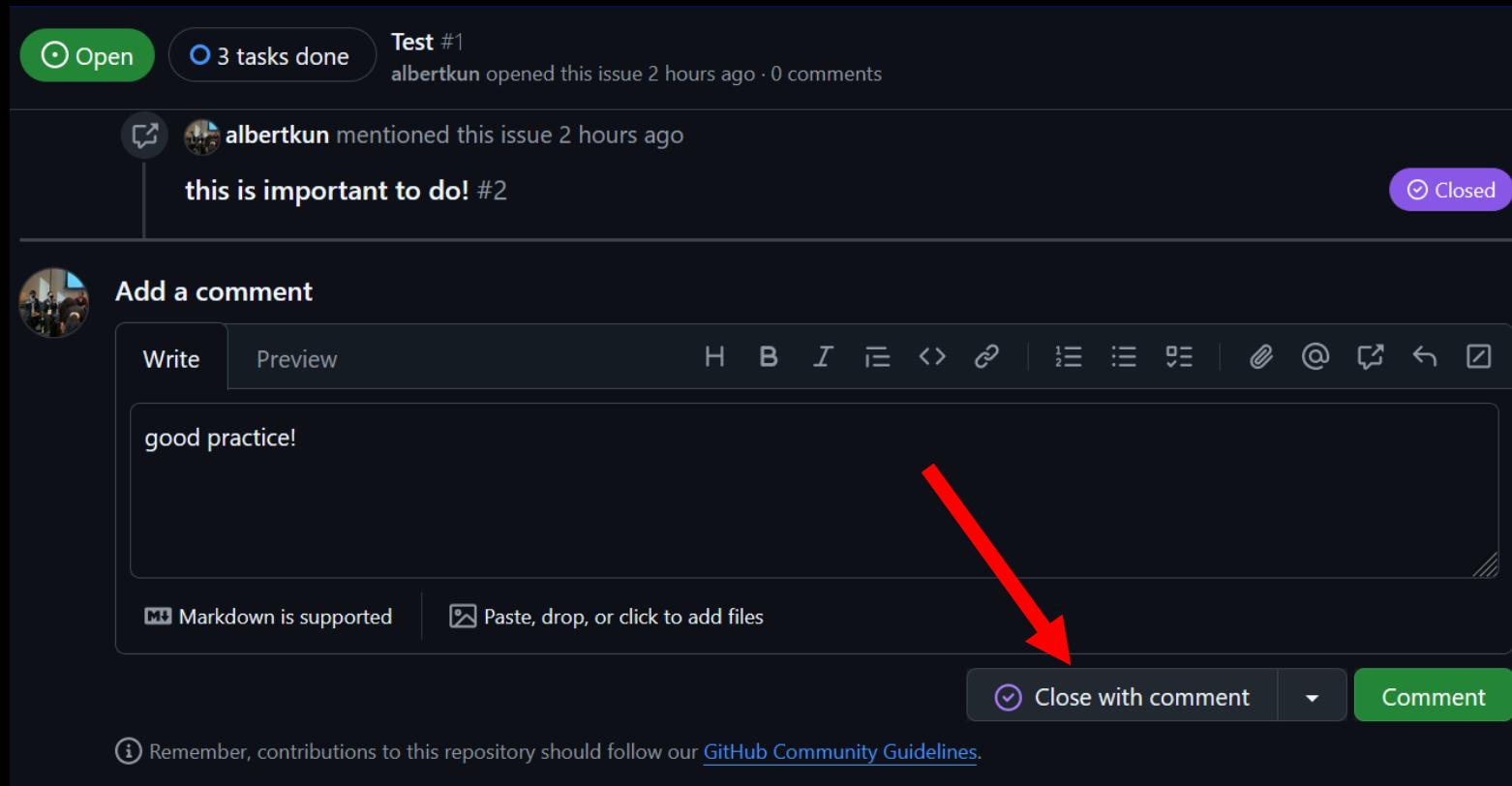
Milestone
No milestone

Development
Shows branches and pull requests linked to this issue.

Helpful resources
[GitHub Community Guidelines](#)

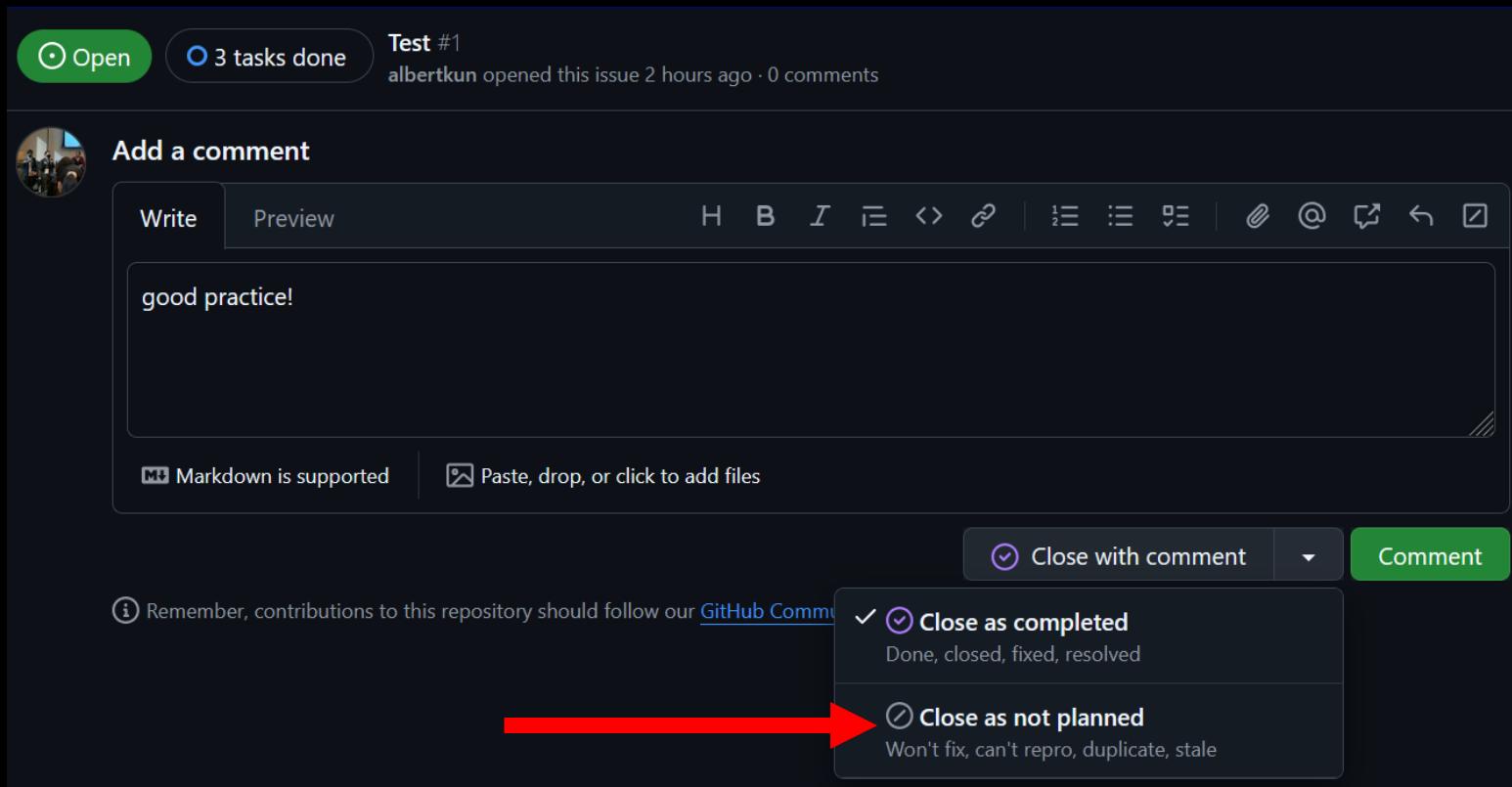
Make sure you put a title!

Closing Issues



It is recommended to close issues with comments! Unless closing it is self explanatory!

Closing Issues



You can also close issues as “not planned” meaning they will not be addressed!

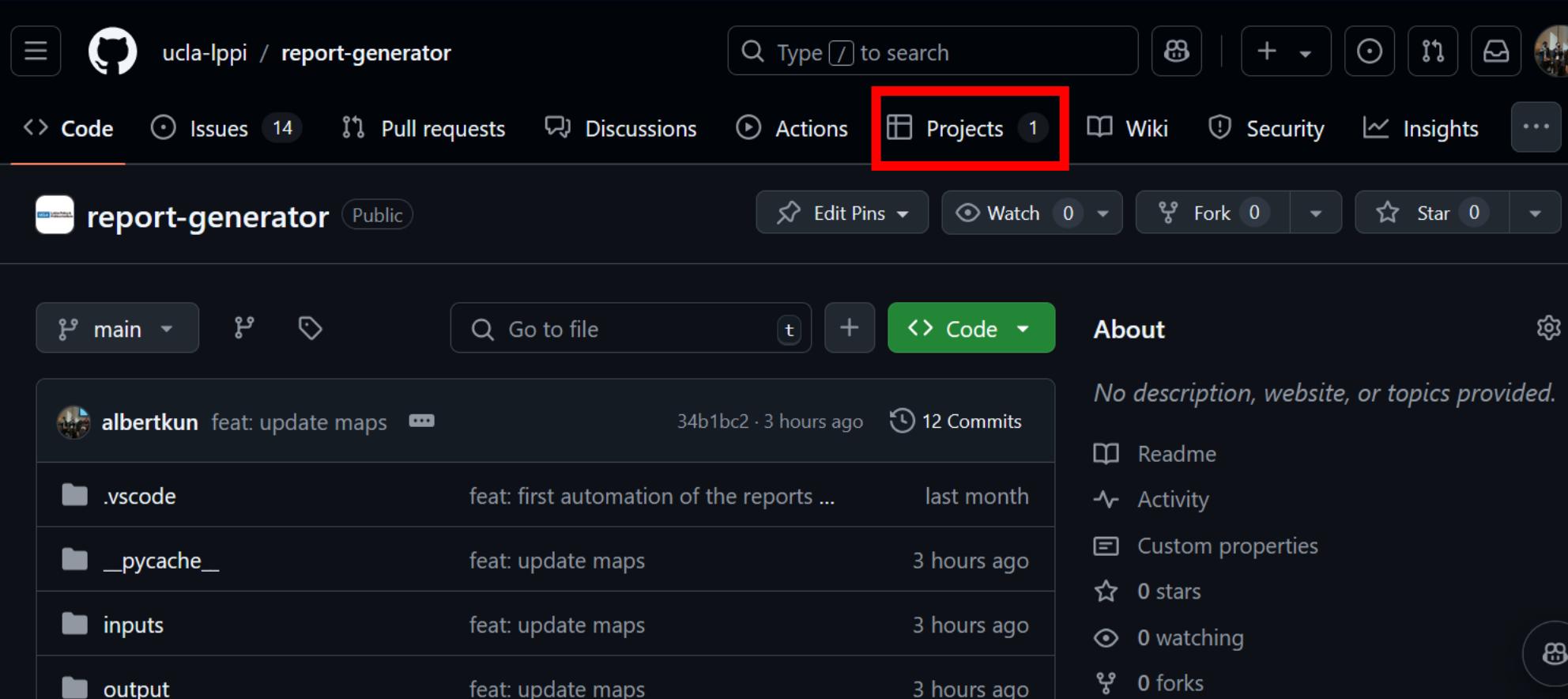
Projects

A larger overview of the repositories

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Projects



The screenshot shows a GitHub repository page for 'ucla-lppi / report-generator'. The top navigation bar includes links for Code, Issues (14), Pull requests, Discussions, Actions, Projects (1), Wiki, Security, Insights, and more. The 'Projects' link is highlighted with a red box. Below the navigation bar, there's a search bar, a 'Edit Pins' dropdown, a 'Watch' button, a 'Fork' button, and a 'Star' button. The main content area displays a list of commits from 'albertkun' on the 'main' branch. On the right side, there's an 'About' section with the message 'No description, website, or topics provided.' and links for Readme, Activity, Custom properties, Stars (0), Watching (0), and Forks (0).

Commit	Message	Time
feat: update maps	34b1bc2 · 3 hours ago	12 Commits
.vscode	feat: first automation of the reports ...	last month
__pycache__	feat: update maps	3 hours ago
inputs	feat: update maps	3 hours ago
output	feat: update maps	3 hours ago

Can be accessed per repository or at the organization level

Opening projects

The screenshot shows a dark-themed project management application. At the top left is a navigation bar with 'Projects' (highlighted with a blue bar) and 'Templates'. The main area features a 'Welcome to projects' section with text about project tables and a 'Learn more' button. Below this is a search bar with the query 'is:open'. To the right are green buttons for '+ New project' and 'Link a project'. A sidebar on the right shows user profiles and project status indicators like 'Ready for review', 'In progress', and 'Initiated'. The main content area displays a list of projects: 'Report Generation' (marked as 'Private' and updated last week), '1 Open' (with a red box around it), and '0 Closed'. There are also 'Sort' and 'More' buttons.

Projects

Templates

Welcome to projects

Built like a spreadsheet, project tables give you a live canvas to filter, sort, and group issues and pull requests. Tailor them to your needs with custom fields and saved views.

Learn more

is:open

+ New project

Link a project

1 Open 0 Closed

Report Generation Private

#1 updated last week

Sort

...

You can click into projects here!

Project Views - Kanban

The screenshot shows a project management interface with a dark theme. At the top, there's a header with a navigation bar, a search bar containing "Type / to search", and several icons. Below the header, the project name "Report Generation" is displayed, along with a lock icon and a padlock icon. To the right of the project name are buttons for "Add status update", "New view", and other project settings.

Below the header, there's a navigation bar with tabs: "Backlog" (selected), "Team capacity", "Current iteration", "Roadmap", and "Issues". There's also a "+ New view" button. A "Filter by keyword or by field" input field is present, along with "Discard" and "Save" buttons.

The main area displays three columns representing different project states:

- No Status (14)**: Contains one item: "report-generator #13" with the note "Detailed feedback San Joaquin and Riverside" and a "High Priority" tag. It includes a "Move up" and "Move down" button.
- Todo (0/5)**: Contains the note "This item hasn't been started". It includes a "Move up" and "Move down" button.
- In Progress (0/5)**: Contains the note "This is actively being worked on". It includes a "Move up" and "Move down" button.

At the bottom of each column is a "+ Add item" button. The footer of the interface shows a progress bar and some small icons.

Kanban view helps with looking at where the project is at!

Table project views

The screenshot shows a GitHub Project interface titled "Report Generation". The top navigation bar includes a sidebar icon, a GitHub logo, the repository path "ucla-lppi / Projects / Report Generation", a search bar with placeholder "Type / to search", and various project management icons. Below the header, there are tabs for "Backlog", "Team capacity", "Current iteration", "Roadmap", and "Issues" (which is currently selected), along with a "+ New view" button. On the left, a sidebar displays filter options: "Status" (selected "Done", showing 1 item), "No Status" (showing 14 items), and a "Show empty values" link. The main area is a table titled "Filter by keyword or by field" with columns for "Title", "Priority", and a three-dot ellipsis column. It lists four issues:

	Title	Priority
1	● Improve programming of summary language based on team feedback #12	Medium Priority
2	● Detailed feedback San Joaquin and Riverside #13	High Priority
3	● Explore data variables where instances that have different outcomes #14	
4	● Finalize Variables for Extreme Heat factsheets #15	

A note at the bottom of the table says "+ You can use Control + Space to add an item".

Table view makes it easy to edit a bunch of issues!

Roadmap View

The screenshot shows a project management interface with a dark theme. At the top, there's a header with a GitHub icon, the repository name "ucla-lppi / Projects / Report Generation", a search bar, and various navigation icons. Below the header, the title "Report Generation" is displayed, along with a lock icon and an "Add status update" button. A navigation bar includes links for "Backlog", "Team capacity", "Current iteration", "Roadmap" (which is currently selected), and "Issues". There's also a "+ New view" option. A "Filter by keyword or by field" input field is present. The main area is a timeline for "October 2024" from day 3 to 20. A red vertical marker is positioned at day 15. Three tasks are listed under day 15:

Day	Task Description	Issue ID
1	Improve programming of summary language	#12
2	Detailed feedback San Joaquin and Riversi...	#13
3	Explore data variables where instances tha...	#14

A tooltip at the bottom left says: "+ You can use Control + Space to add an item".

Requires due dates on issues, but can give a sense of what needs to be done!

Adding tasks to projects

The screenshot shows a GitHub Project board for the 'Report Generation' project. The 'Issues' tab is selected. There are three issues listed:

Title	Priority
Improve programming of summary language based on team feedback #12	Medium Priority
Detailed feedback San Joaquin and Riverside #13	High Priority
Explore data variables where instances that have different outcomes #14	

A red box highlights the bottom of the issue list, containing a plus sign and the text: "You can use Control + Space to add an item".

It is recommended to add tasks/issues in table view by typing here

Adding issues to projects

The screenshot shows a GitHub project board titled "Report Generation". The board has several sections: "Backlog", "Team capacity", "Current iteration", "Roadmap", and "Issues". The "Issues" section is currently selected. A sidebar on the left shows status filters: "Done" (1 item) and "No Status" (15 items). The main area displays a list of issues:

Title	...	Priority
Creating a map of the county majority 70% Latino and majority 70% White #2		
Adding a descriptor the fields for the report #3		
Test!		

At the bottom of the issue list, there is a red box highlighting a search bar and a button labeled "+ Start typing to create a draft, or type # to select a repository".

You can connect pre-existing issues or make new ones

Converting tasks to issues

The screenshot shows a Jira project board titled "Report Generation". The board has several columns: Backlog, Team capacity, Current iteration, Roadmap, Issues (selected), and New view. A task row is selected, and a context menu is open over it. The menu items are: Convert to issue (highlighted with a red box), Archive, Delete from project, and Test!. The "Convert to issue" option is the top item in the menu. The rest of the board shows other tasks and their details.

Priority	Issue #	Description
Low	#2	the county majority 70% Latino and majority 70% White
Low	#3	the fields for the report
Low	#4	Test!

Rows created here can be converted into issues, but by default are just rows



Too many issues?



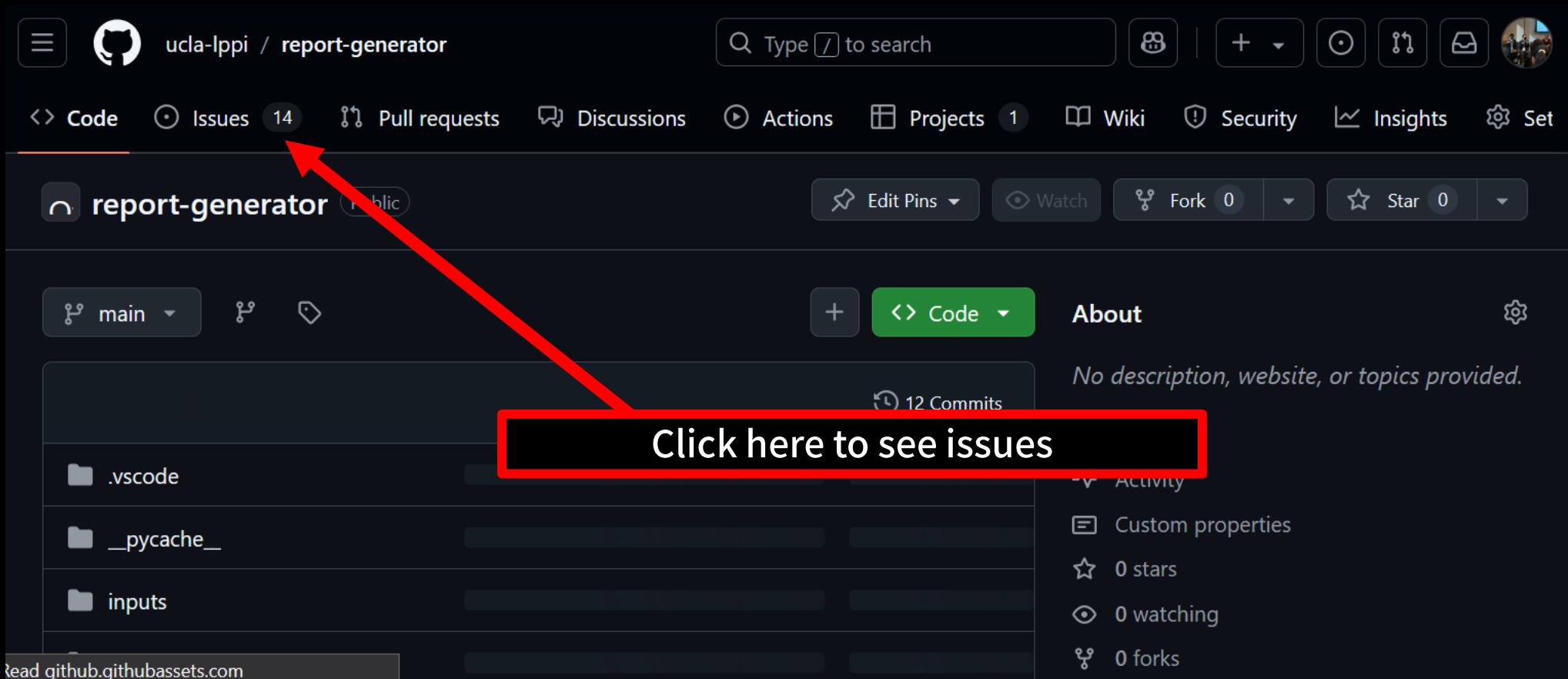
Milestones

Grouping issues together

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Navigating to milestones



Make sure you are in the issues tab!

Milestones – Grouping Issues

The screenshot shows a GitHub repository interface for 'ucla-lppi / report-generator'. The 'Issues' tab is selected, displaying 13 open issues. A red box highlights the first three issues, which are grouped under a '3 selected' header. The issues are:

- Explore data variables where instances that have different outcomes** (#14 opened 2 weeks ago by albertkun)
- Detailed feedback San Joaquin and Riverside** (#13 opened 2 weeks ago by albertkun)
- Improve programming of summary language based on team feedback** (Priority: Medium) (#12 opened 2 weeks ago by albertkun)

Below these, another issue is listed:

- @juliaraesilver contacting OpenAI to see what the issue is** (#11 opened last month by albertkun)

At the top of the page, there is a search bar and several navigation icons. The 'Issues' section also includes filters, labels, milestones, and a 'New issue' button.

A way to look progress towards a goal!

Milestones – Grouping Issues

The screenshot shows a GitHub repository named "ucla-lppi / report-generator". The "Issues" tab is selected, showing 13 open issues. A search bar at the top contains the placeholder "Type / to search". Below the search bar are various navigation links: Code, Issues (13), Pull requests, Discussions, Actions, Projects (1), Wiki, Security, Insights, and a three-dot menu. The main area displays a list of issues with the following details:

Issue	Author	Created	Comments	Milestone
Explore data variables where instances that have different outcomes	albertkun	2 weeks ago	2	
Detailed feedback San Joaquin and Riverside	albertkun	2 weeks ago		
Improve programming of summary language based on team feedback	albertkun	2 weeks ago		Priority: Medium
@juliaraesilver contacting OpenAI to see what the issue is	albertkun	last month	3	

At the top of the issue list, there are filters: "Filters" (dropdown), a search bar containing "is:issue is:open", "Labels" (14), "Milestones" (1), and a "New issue" button. Below the filters are buttons for "3 selected", "Mark as", "Label", "Projects", "Milestone" (which is highlighted with a red box), and "Assign".

A way to look progress towards a goal!

Milestones – Grouping Issues

The screenshot shows a GitHub repository interface for 'ucla-lppi / report-generator'. The 'Issues' tab is selected, displaying 13 open issues. A modal window titled 'Set milestone' is open over the issue list, containing a search bar labeled 'Filter milestones' and a blue button labeled 'Draft Extreme Heat Reports'. The entire 'Set milestone' modal is highlighted with a red box.

Issue Title	Opened By	Last Activity
Explore data variables where instances that have different outcomes	albertkun	2 weeks ago
Detailed feedback San Joaquin and Riverside	albertkun	2 weeks ago
Improve programming of summary language based on team feedback	albertkun	2 weeks ago
@juliaraesilver contacting OpenAI to see what the issue is	albertkun	last month

Easy to group!

Milestones – Grouping Issues

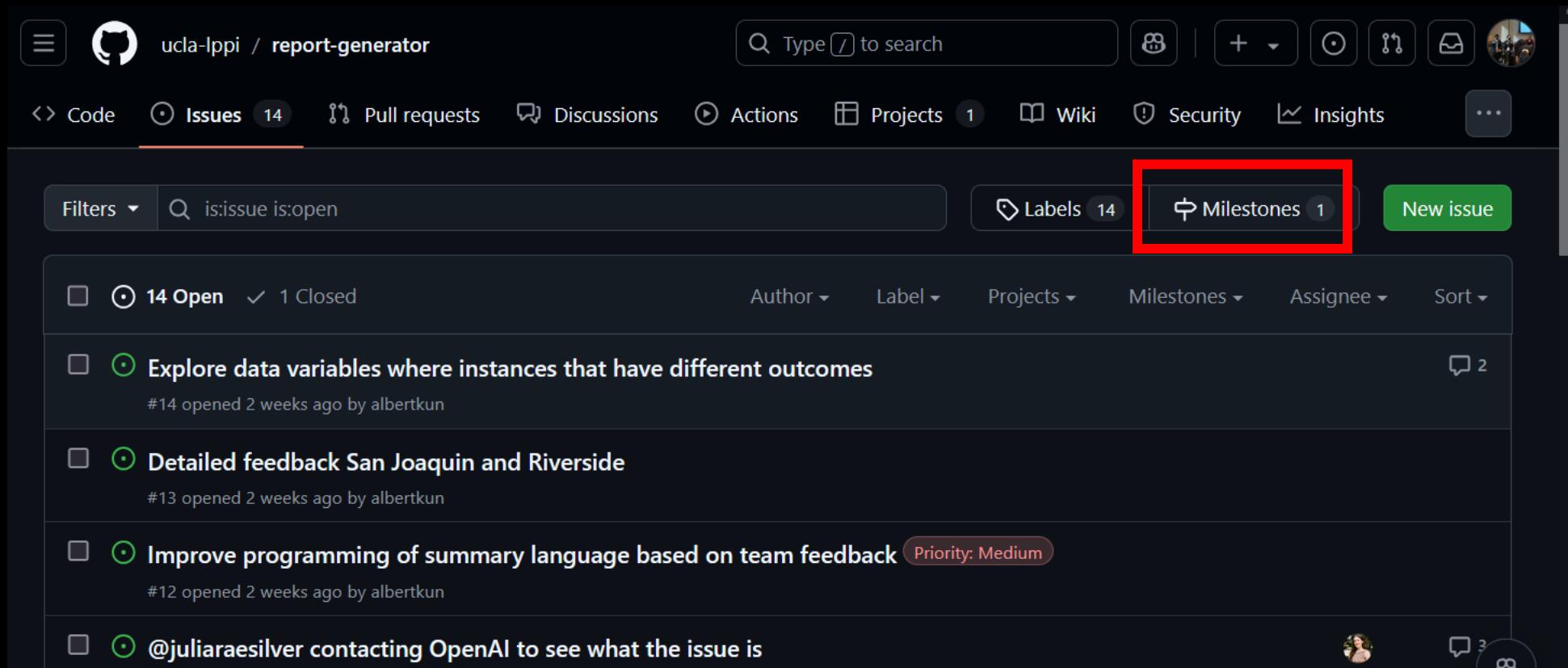
The screenshot shows a GitHub repository page for 'ucla-lppi / report-generator'. The 'Issues' tab is selected, displaying 13 open issues. A red arrow points from the text 'Milestones will show up under the issue!' at the bottom to the 'Milestones' section in the top navigation bar. The 'Milestones' section shows 1 milestone. The issues listed are:

- Explore data variables where instances that have different outcomes
- Detailed feedback San Joaquin and Riverside
- Improve programming of summary language based on team feedback
- @juliaraesilver contacting OpenAI to see what the issue is

Each issue includes details like the number (#), author (albertkun), and a 'Draft Extreme He...' link.

Milestones will show up under the issue!

Milestones



The screenshot shows a GitHub repository named "ucla-lppi / report-generator". The "Issues" tab is selected, displaying 14 open issues. A red box highlights the "Milestones" button in the top navigation bar, which has a count of 1. Below the navigation bar, there are filters, a search bar, and buttons for Labels, Milestones, and New issue. The main area lists four issues:

- Explore data variables where instances that have different outcomes
- Detailed feedback San Joaquin and Riverside
- Improve programming of summary language based on team feedback (Priority: Medium)
- @juliaraesilver contacting OpenAI to see what the issue is

Viewing just the milestones is possible by clicking here!

Milestones

The screenshot shows a GitHub repository page for 'ucla-lppi / report-generator'. The 'Issues' tab is selected, showing 13 issues. A red box highlights a milestone titled 'Draft Extreme Heat Reports' with a due date of November 06, 2024. The milestone is 12% complete, with 7 open and 1 closed issue. The 'Milestones' tab is active, and a green button for creating a new milestone is visible.

Labels Milestones New milestone

1 Open ✓ 0 Closed

Draft Extreme Heat Reports

Due by November 06, 2024 Last updated less than a minute ago

12% complete 7 open 1 closed

Edit Close Delete

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Has a due date associated!

Milestone Issues Overview

The screenshot shows a GitHub repository interface for the 'report-generator' project under the 'ucla-lppi' organization. The main navigation bar includes links for Code, Issues (13), Pull requests, Discussions, Actions, Projects (1), Wiki, Security, and Insights. Below the navigation, there are tabs for Labels and Milestones, with 'Milestones' being the active tab. A prominent button for 'Edit milestone' and a green 'New issue' button are visible. The title of the milestone is 'Draft Extreme Heat Reports', which is 12% complete by November 06, 2024. A red box highlights the list of issues associated with this milestone:

- 7 Open
- 1 Closed
- Extreme Heat Report Generation (Priority: High, Status: In Progress)
#1 opened last month by albertkun 2 of 7 tasks
- Adding a descriptor the fields for the report (Priority: High)
#3 opened last month by albertkun
- Standardizing the fields for the report (Priority: High)

Similar to the issues view, but just only associated issues

Milestone Issues Overview

The screenshot shows the GitHub Milestone Issues Overview page for a milestone titled "Complete the GitHub Training!". The page has a dark theme. At the top, there are navigation tabs for "Labels" and "Milestones" (which is highlighted in blue), and buttons for "Edit milestone" and "New issue". Below the title, a red box highlights the milestone name and its progress bar. The progress bar is green and shows "100% complete". Below the progress bar, it says "Due by October 17, 2024". Under the milestone title, there are status indicators: a square icon with a circle, a radio button icon with "0 Open", and a checkmark icon with "1 Closed". In the center, there is a large circular placeholder icon with a dot. Below it, the text "There are no open issues in this milestone." is displayed. A subtext encourages adding issues to help organize work. At the bottom, there is a "Create new issue" button and a link to find issues with no milestone.

Similar to the issues view, but just only associated issues

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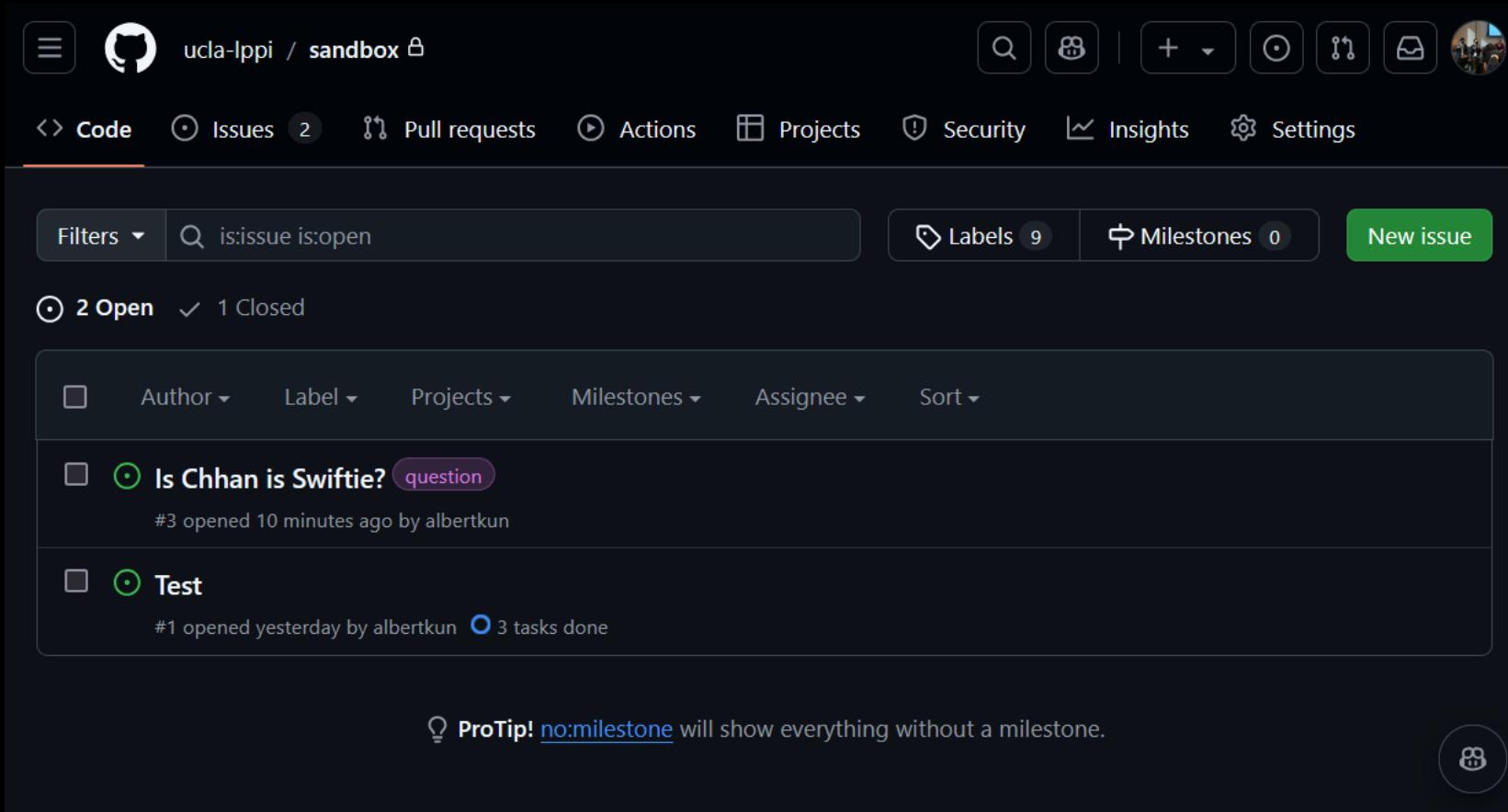
Sign up

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Let's Git Started



A screenshot of a GitHub repository named "ucla-lppi / sandbox". The "Code" tab is selected. The search bar contains the query "is:issue is:open". There are 2 open issues and 1 closed issue. The first issue is titled "Is Chhan is Swiftie?" and was opened 10 minutes ago by user "albertkun". The second issue is titled "Test" and was opened yesterday by user "albertkun", with 3 tasks done. A pro tip at the bottom states: "ProTip! [no:milestone](#) will show everything without a milestone."

Code Issues 2 Pull requests Actions Projects Security Insights Settings

Filters is:issue is:open Labels 9 Milestones 0 New issue

2 Open ✓ 1 Closed

Author Label Projects Milestones Assignee Sort

Is Chhan is Swiftie? question
#3 opened 10 minutes ago by albertkun

Test
#1 opened yesterday by albertkun 3 tasks done

ProTip! [no:milestone](#) will show everything without a milestone.

<https://github.com/ucla-lppi/sandbox/issues>

Questions?

Thank you!!!

<https://github.com/albertkun>