

Managing project templates in your organization

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You can create templates or set projects as templates in your organization, allowing other people to select your template as the base for projects they create.

Who can use this feature

People with admin permissions for a project in an organization can set the project as a template. People with admin or write permissions for a project in an organization can copy the project and set the copied project as a template.

Note: Project templates for organizations is currently in public beta and subject to change.

About templates

You can create a template, or set a project as a template, to share a pre-configured project with other people in your organization which they can then use as the base for their projects.


The projects you have marked as templates are made available in the "Select a template" pop-up window when other people create projects in your organization.

When someone creates a project from a template, the views, custom fields, draft issues and associated field values, configured workflows (except any auto-add workflows), and insights are copied from the template to the new project. You can find the template that a project used from the project's settings page, under the "Templates" section.


Creating templates

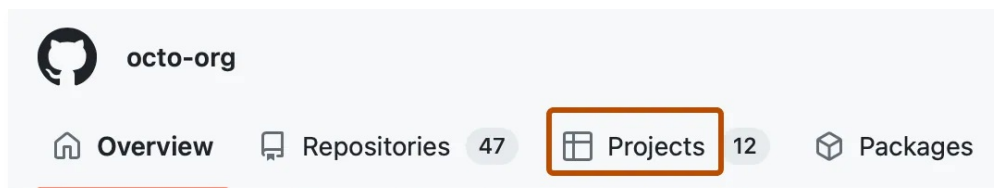
You can either create a new template directly, or you can set a project as a template.


Creating a new template

- 1 In the top right corner of GitHub.com, click your profile photo, then click  **Your organizations**.




- 2 Click the name of your organization.
- 3 At the top of the screen, click  **Projects**.

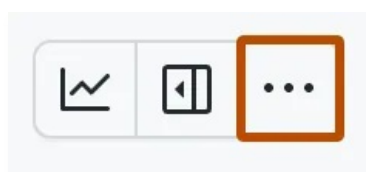



- 4 In the left sidebar, click  **Templates**.
- 5 Click **New template**.

Setting a project as a template [🔗](#)

If you have admin permissions for a project in your organization, you can set the project as a template and make it available for others in your organization to use.

- 1 Navigate to your project.
- 2 In the top-right, click  to open the menu.




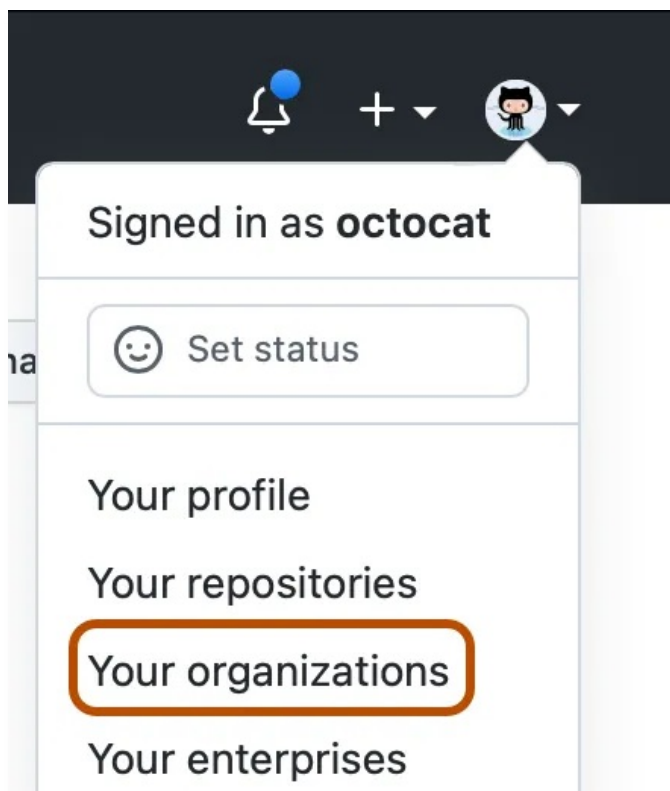
- 3 In the menu, click  **Settings** to access the project settings.
- 4 In the "Templates" section, next to "Make template", select the switch to toggle it to


On.

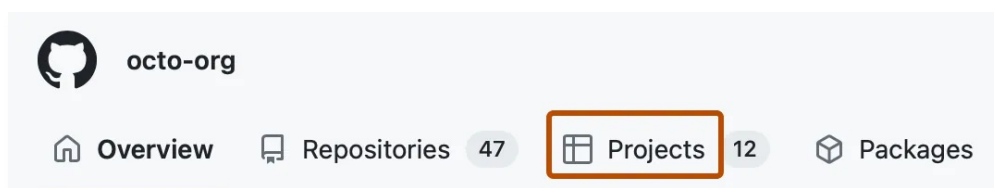
Finding templates in your organization [🔗](#)


You can find all the templates in your organization on the "Templates" page.

- 1 In the top right corner of GitHub.com, click your profile photo, then click  **Your organizations**.



- 2 Click the name of your organization.
- 3 At the top of the screen, click  **Projects**.



- 4 In the left sidebar, click  **Templates**.

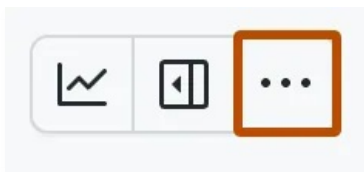
You can also add templates to teams and repositories, to make them accessible and more visible from the team or repository's "Templates" page. For more information, see "[Adding your project to a team](#)" and "[Adding your project to a repository](#)."

Copying a project as a template [🔗](#)

If you have write or admin permissions for a project in your organization, you can choose to copy the project as a template. This will make a duplicate of the current project—copying the views, custom fields, draft issues and associated field values, configured workflows (except any auto-add workflows), and insights —and set that copied project as

a template for your organization.

- 1 Navigate to your project.
- 2 In the top-right, click ⋮ to open the menu.



- 3 In the menu, click ⚙️ **Settings** to access the project settings.
- 4 In the "Templates" section, click 📄 **Copy as template**.

Further reading [↗](#)

- ["Creating a project"](#)

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