

# Monkey Business Programming Policies

October 19, 1999

## Must Do:

- Use types as defined in project "Types.h" file.
- Use meaningful class, function and variable names.
- Use Uppercase for first letter of each word in all class, function, parameter and variable names, except for locals (ex: GetDisplay).
- Local variables use lowercase and each word is separated by an underscore (ex: count\_number). Use of single letter loop indexes is permitted.
- Custom types are proceeded with a capital 'T', unless they are in the "Types.h" file.
- Class names are proceeded with a capital 'C'.
- All modules and headers will use standard project comments at the top and contain version control history at the bottom.
- Functions will be proceeded with comments that pertain to the purpose and use of the function.
- When using a function that returns an error code, check the condition and act accordingly.
- A module or header can not be checked in until it has been properly tested with all the code that is current in version control.
- A useful comment must accompany all files that are checked in.
- For global variables all names will be proceeded with 'g'.
- For pointer variables all names will be proceeded with 'p'.
- All conditional and loop constructs will use curly braces without exception (no single line 'if' statements or "hidden" empty 'while' loops).

## Suggestions:

- Comments should be used to describe each section of work within a function.
- Comments should describe the purpose of each variable.
- Curly braces should line up in the column of the matching brace for all uses (structures, classes, loops, functions and structure or array assignments). This eases debugging and makes code much more readable.
- Use asserts and other debugging techniques to fortify the passing of parameters.
- Code should be checked into version control each night.
- After 'g' and 'p' other Hungarian style naming conventions can be used. We are not using any form of official Hungarian notation.
- Avoid using multiple variable declarations per line using the comma syntax. Place each declaration on an individual line. This makes it easy to comment and easy to copy or delete individual variables.
- Even though C++ allows local variables to be declared inside the body of function it is easier to find them at the top of the function.
- After checking in a file or group of files, e-mail should be sent to notify the programming team.