

# Code Checklist

1. All work should be pledged.
2. Each program file should have a general comment with your name and the date along with a description of what the code does.
3. Code should include appropriate citations for any code, algorithms, and other referenced material.
4. Each function should have a) a comment describing the role of the function, b) all Pre-conditions for the function, and c) all Post-conditions for the function.
5. You should use meaningful variable names.
6. You should make appropriate use of white space in your code.
7. You should provide meaningful prompts for input stating the type of data and appropriate range of values for what needs to be entered.
8. You should verify that meaningful data was entered (preferred), or should echo back the data the users enters (second choice). Doing both is fine.
9. All displayed information should be clearly labeled and formatted.
10. Directions should briefly tell what the program does or otherwise identify the program. Directions should clearly identify requirement for input data.
11. Apart from small homework problems, all the code we will be writing is complex enough to need functions.
12. Any time you find that your are rewriting the same lines of code or virtually identical code in several places within the program, you should consider putting that code into a separate subroutine.
13. Be sure to clean up your code once it is working. Remove unneeded code or function calls.
14. Please use a mono-space font like courier when printing your code.
15. Individual routines should generally be less that one page in length.
16. Do not use global variables unless you have a *very, very* compelling reason. If you absolutely must use global variables, you should justify each variable.