<Project Name>
Programming Guidelines

Version <1.0>

[Note: The following template is provided for use with the Rational Unified Process. Text enclosed in square brackets and displayed in blue italics (style=InfoBlue) is included to provide guidance to the author and should be deleted before publishing the document. A paragraph entered following this style will automatically be set to normal (style=Body Text).]

[To customize automatic fields in Microsoft Word (which display a gray background when selected), select File>Properties and replace the Title, Subject and Company fields with the appropriate information for this document. After closing the dialog, automatic fields may be updated throughout the document by selecting Edit>Select All (or Ctrl-A) and pressing F9, or simply click on the field and press F9. This must be done separately for Headers and Footers. Alt-F9 will toggle between displaying the field names and the field contents. See Word help for more information on working with fields.]
## Revision History

<table>
<thead>
<tr>
<th>Date</th>
<th>Version</th>
<th>Description</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;dd/mmm/yy&gt;</td>
<td>&lt;x.x&gt;</td>
<td>&lt;details&gt;</td>
<td>&lt;name&gt;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Table of Contents

1. Introduction 4  
   1.1 Purpose 4  
   1.2 Scope 4  
   1.3 Definitions, Acronyms and Abbreviations 4  
   1.4 References 4  
   1.5 Overview 4  

2. Code Organization and Style 4  

3. Comments 4  

4. Naming 4  

5. Declaration 4  

6. Expressions and Statements 4  

7. Memory Management 4  

8. Error Handling and Exception 5  

9. Portability 5  

10. Reuse 5  

11. Compilation issues 5  

Programming Guidelines

1. Introduction
   [The introduction of the Programming Guidelines should provide an overview of the entire document. It should include the purpose, scope, definitions, acronyms, abbreviations, references, and overview of the Programming Guidelines.]

1.1 Purpose
   [Specify the purpose of the Programming Guidelines.]

1.2 Scope
   [A brief description of the scope of the Programming Guidelines; what Project(s) it is associated with, and anything else that is affected or influenced by this document.]

1.3 Definitions, Acronyms and Abbreviations
   [This subsection should provide the definitions of all terms, acronyms, and abbreviations required to properly interpret the Programming Guidelines. This information may be provided by reference to the project Glossary.]

1.4 References
   [This subsection should provide a complete list of all documents referenced elsewhere in the Programming Guidelines. Each document should be identified by title, report number (if applicable), date, and publishing organization. Specify the sources from which the references can be obtained. This information may be provided by reference to an appendix or to another document.]

1.5 Overview
   [This subsection should describe what the rest of the Programming Guidelines contains and explain how the document is organized.]

2. Code Organization and Style
   [A description of the size of a module, layout of a module, space, nesting, legibility, and so on.]

3. Comments
   [A description of the use of comments.]

4. Naming
   [A description of how each kind of entity (such as types, variables, and subprograms) should be named.]

5. Declaration
   [A description of how declarations should be written.]

6. Expressions and Statements
   [A description of how expressions and statements should be written.]

7. Memory Management
   [A description of how memory should be managed.]
8. **Error Handling and Exception**  
   [This section gives rules and guidelines on how error handling and exceptions should be handled.]

9. **Portability**  
   [This section describes special rules to ensure portability across different platforms and compilers.]

10. **Reuse**  
    [This section gives rules and guidelines to foster easier reuse.]

11. **Compilation issues**  
    [This section describes dependencies between modules, compiler directives, and so on.]

12. **Annex: Summary of Guidelines**  
    [This section summarizes all guidelines; one line for each.]