

# FOLIO ANALYTICS REVIEW BOARD

## REVIEWING CODE FOR A PULL REQUEST

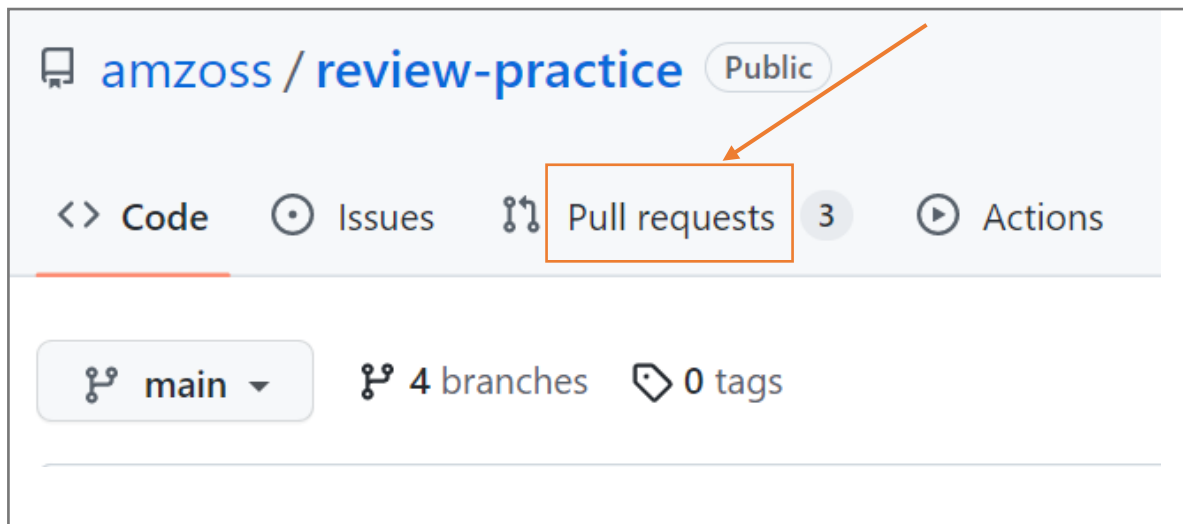
The folio-analytics pull requests can be found at <https://github.com/folio-org/folio-analytics>.

Before starting this process, please read the [Review Board Training](#) documentation for important details, including connecting to test environments.

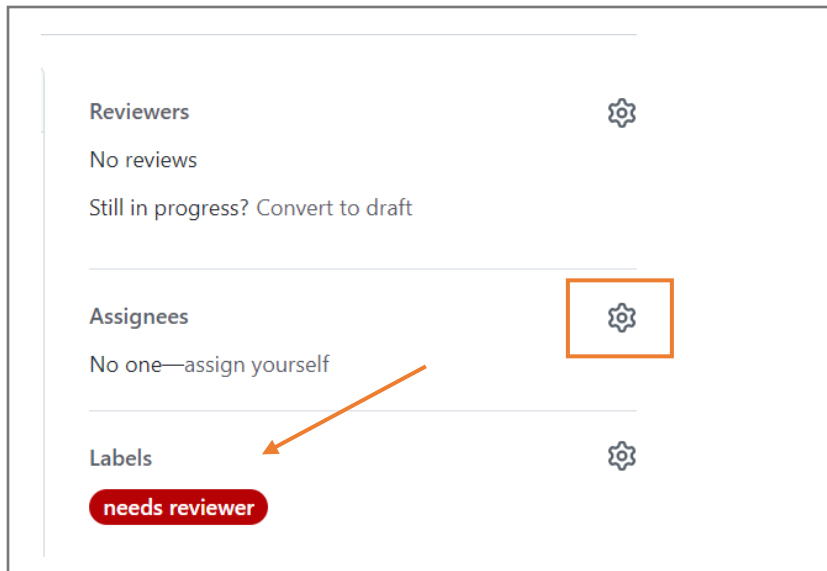
A recording of Angela Zoss's training session on how to review pull requests is available at <https://recordings.openlibraryfoundation.org/folio/reporting-sig/>. See the Feb 2, 2023 meeting recording. Use the same password as used for Reporting SIG Zoom meetings (every meeting invite contains the password).

NOTE: This document uses examples from the practice repository at <https://github.com/amzoss/review-practice>.

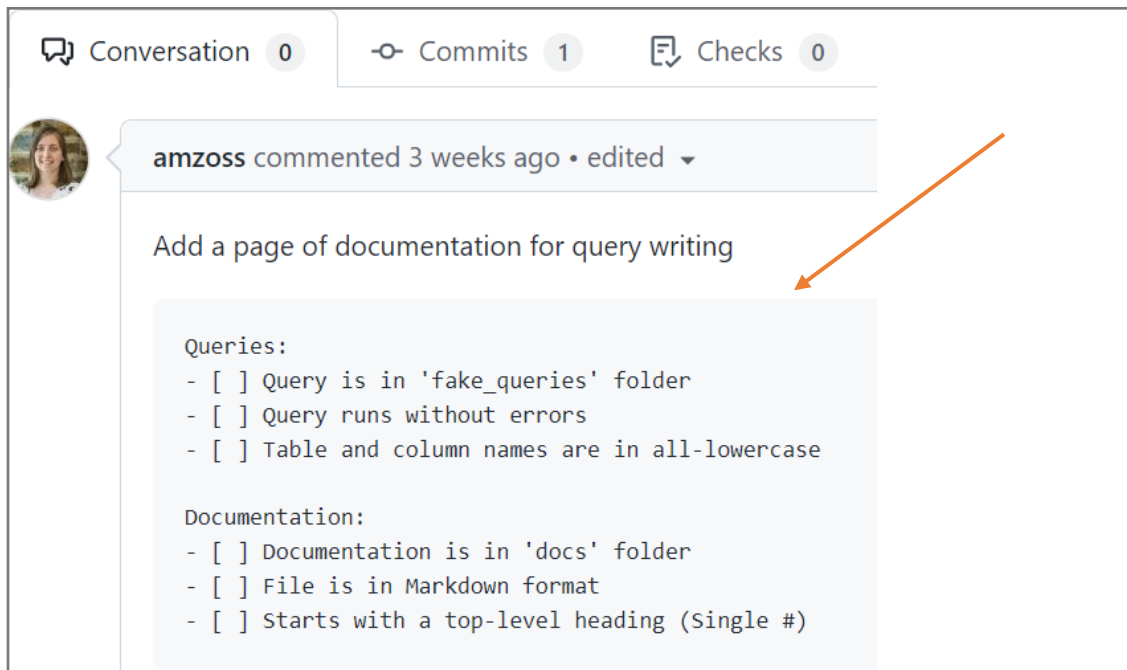
1. Log in to your GitHub account and go to the Pull requests' tab at the top of the repository page. This space contains all pull requests that are awaiting review.



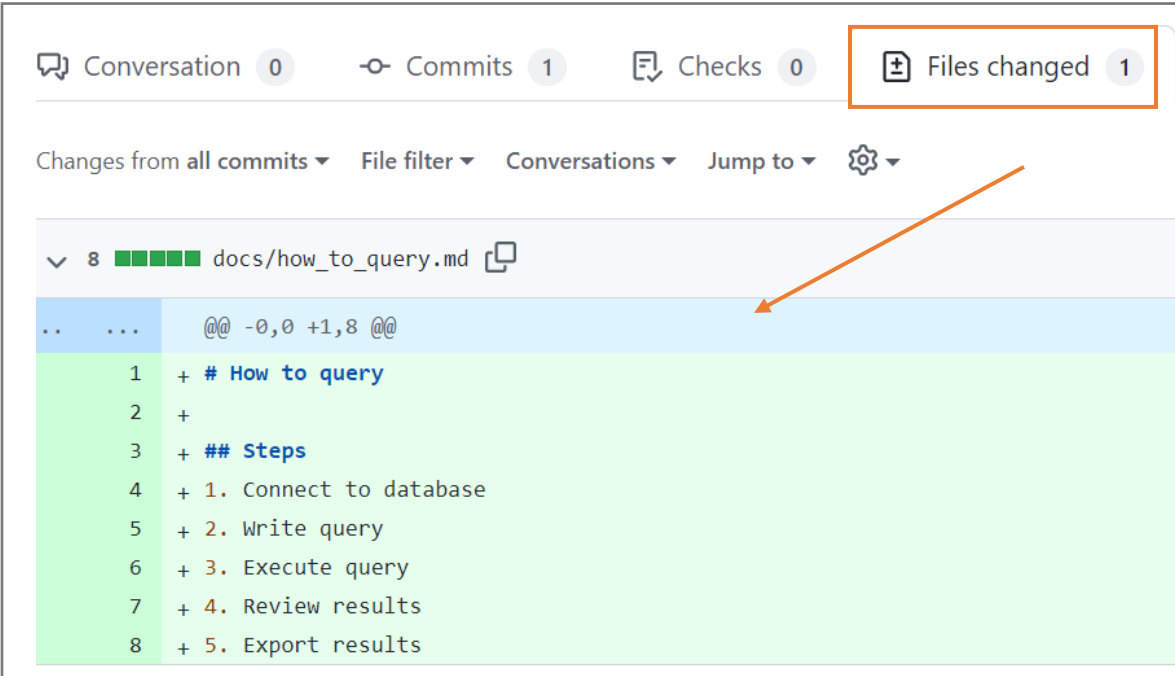
2. Click on the pull request and check to see for sure whether there are more reviewers needed (red pill under 'Labels'). Click on the drop-down menu next to 'Assignees' and assign yourself as a reviewer for this pull request.



3. When you click on a pull request title to view the details, you should see the 'Conversation' tab by default. A checklist for this review will show up at the top of the conversation. After you review the query, you will need to COPY the checklist because you need to paste it into your review screen (see step 6).

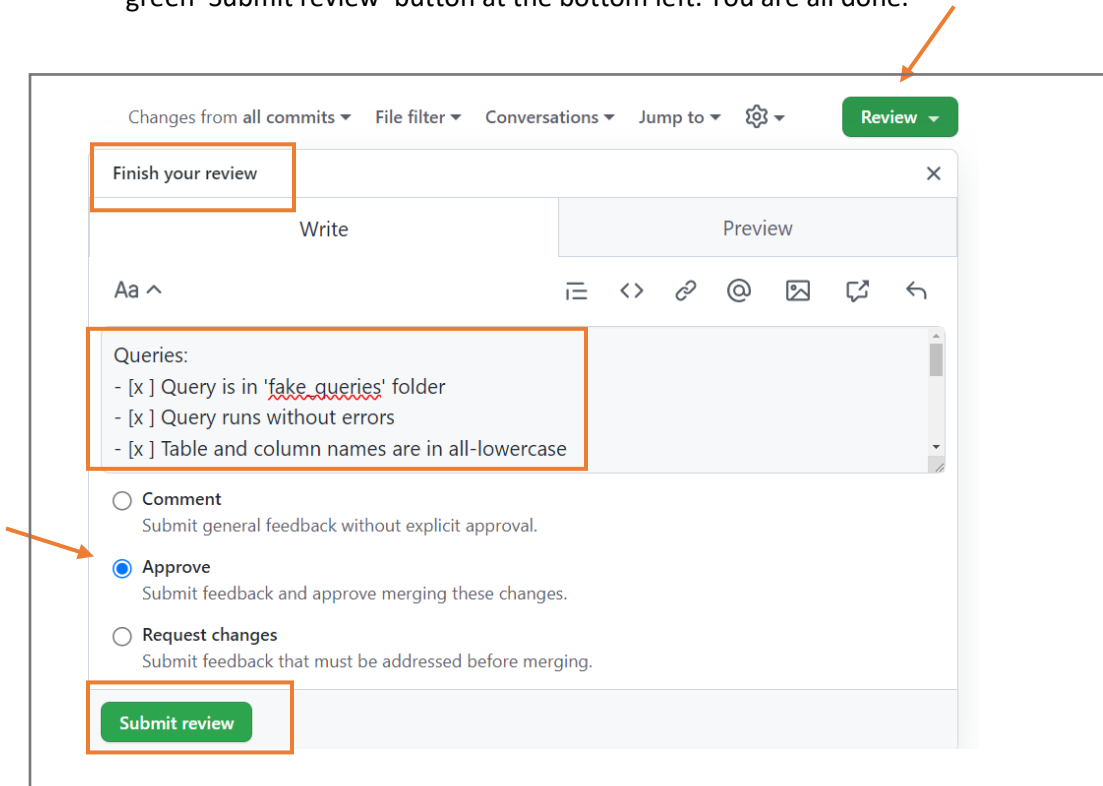


- Now click on the 'files changed' tab (top right), where you will see the query that you need to review. For each file that has been changed, click on the three dots in the gray band at the top of the file. Select 'View file', and it will take you to the actual code that needs reviewing.



- Paste this code into an empty file in your DBeaver (or into any other database tool you are using to run SQL queries), then run it and test it. The checklist for this review (see step 3) will list everything that you need to check in the code and results.

6. If everything looks fine once you run the code, then go back to the pull request and copy the checklist (Step 3), go to the green 'Review button' under the 'Files changed' tab (see step 4), and paste the checklist in the 'Leave a comment' section (which may show up as 'Finish your review' if you have already visited this space earlier). To check off the boxes, edit the checklist template by replacing '[' with '[x]'. If you have checked off all the boxes, select 'Approve' and click on the green 'Submit review' button at the bottom left. You are all done.



7. If you find errors or other issues once you run the code, then add your comments to the review section above the checklist (do not check off boxes related to problem areas), select 'Request changes', and click on the green Submit review button at the bottom left. This information will be sent to the person who requested the pull, and the pull request will remain open awaiting an approval.

Finish your review

Write Preview H B I ≡ <> 🔗

The following changes still need to be made:  
Query is not in the correct folder  
Queries:  
- [ ] Query is in 'fake\_queries' folder

Attach files by dragging & dropping, selecting or pasting them.

Comment  
Submit general feedback without explicit approval.

Approve  
Submit feedback and approve merging these changes.

Request changes  
Submit feedback that must be addressed before merging.

Submit review

8. If you have a quick question or see an immediate problem and don't want to run the entire query before you submit a review, you can add those comments in the "Write" space, select 'Comments' and then submit 'Review'. Once you hear back from the submitter or the pull request gets a new update, you can proceed with using the checklist and submitting your full review.