Naming conventions

General

- Decide per module if abbreviation (e.g. *prs* for Personnel module) or full name (e.g. *leave*) will be used for database Objects.
- Do not use spaces in the names of database objects.
- Avoid using **ntext**, **text**, and **image** data types in new development work. Use nvarchar (max), varchar (max), and varbinary (max) instead.

Note: The parent / grouping determines the module the data is stored on E.g. EmployeePDPs (an employee's PDP's) vs. pdpPeriod (a PDP's periods)

Table 1 : Database Module Abbreviations

Abbreviation	Module
cc	Career Conversation
cfg	Configuration
cl	Catalogue
com	Communication (Import / Export)
cpd	Credits
dbd	Dashboards
ab	Assessment Builder
ee	Employee Evaluation
el2	E-Learning v2
el	e-Learning
els	Learning Store

em	Event Management / Training and Scheduling
fais	FAIS
ate	Ask The Expert/ Discussion Forum
icn	Icodeon
ir	Internal Relations / Disciplinary Actions
jl	Job Leveling
jp	Job Profiler
leave	Leave Management - New
lic	Licences
mc	Mentors and Coaches
ntf	Notifications
org	Organisational Structure
pdm	Performance Management
pdp	Personal Development Plan
prc	HR Processes
prs	Personnel
pw	Pathways
rb	Report Builder
rec	Recruitment
rem	Remuneration

rp	Resource Planning
rpt	Reports / Report Management
sms	SMS Notifications
sr	Salary Review
ss	Salary Scenario
sty	System Framework
sys	System Administration
tal	Talent Management - New
sc	Succession and Career Planning
tM	Talent Management - Old
txAudit	Auditing - Old
wf	Work Flows
tr_	Trigger

Tables

- A table name must always be prefixed with the module name abbreviation (see above).
- A database table name must always be plural
  - *prsEmployees* – There will most likely be more than one employee in the system
  - *LeaveGroupTypes* – Each Leave Group can have one or more Leave Type
  - *eeImports* – Only one import can run at a time
  - *pdpStatuses* – There are multiple statuses for the module
- A column name must be the shortest descriptive name possible
  - Do not specify module prefix e.g.

> **Correct column name** *EmployeeId*

> **Incorrect column name** *prsEmployeeId*

  - **Exceptional case:** If more than one column in the same table are the "same" e.g. *CategoryId*, specify module prefix e.g. *cpdCategoryId, pdpCategoryId*
- A column name must refer to a single and not multiple instances

- Use *UnitId* instead of *UnitsId*
- Rather use **varchar(max)** instead of **text** or **varchar(8000)** types for string columns where applicable
- Each table that has a single identity column must also have a clustered primary key with the following naming convention:
  - PK_*{TableName}*_*{IdentityColumn}*
- A foreign key constraint name must be in the following format:
  - FK_*{TableName}*_*{Column1}*

Views

- A View's name must follow the same convention as table names (add *View* at end of name)
    - Use *prsTerminatedEmployeesView* instead of *viewTerminatedEmployees*
    - *naming: {prefix}{Description of the data resturned}View*

User-Defined Functions

- A User-Defined function's name must follow the same convention as table names.
- A user defined function must be prefixed with the module (do not add *fnc* prefix)
    - Use *el2SelectScholarshipManagerNotificationDays* instead of *fncSelectScholarshipManagerNotificationDays*

- General user defined functions (module-unspecific) can be the description of the output
    - Use *Split* instead of *fncSplit*
    - Use *CleanHtmlTags* instead of *fncCleanHTMLTags*

Stored Procedures

- A stored procedure name must always be prefixed with the module.
- A stored procedure must indicate it's intention by using a keyword on what action will be performed
  - Select
  - InsertUpdate
  - Insert
  - Update
  - Delete
  - Check/ Verify
  - Copy
  - Archive
  - Reset
  - Apply
- Examples
  - prsSelectEmployeesAll
  - prsSelectEmployeesList - paging
  - prsSelectEmployee - single

- prsInsertUpdateEmployee
- prsDeleteEmployee
- prsCheckEmployeeIDNumber
- styResetUserPassword
- pdmCopyContract

Temporary Tables

- Single use temp table: #{Descriptive table name}
- Global use temp table: ##{Descriptive table name}
- Variable temp table @{Descriptive table name}

Common Table Expressions (CTE's)

- CTE table names are declared with the prefix **cte.**

Indexes

- A non-clustered index name must be in the following format:
  - IX_{*TableName*}_{*Column1*}_{*Column2*}
  - Indexes have a maximum size of 900 or 1700 depending on the index type and SQL version. Do not create a non-clustered index on a column with a max length of more than 500.

- Always check with the Database Administrator whether indexes should be created during development. Assume that indexes will always be created.

Constraints

- A default constraint name must be in the following format:
  - DF_{*TableName*}_{*Column1*}

- A unique constraint name must be in the following format:
  - UQ_{*TableName*}_{*Column1*}_{*Column2*}

- A check constraint name must be in the following format:
  - CK_{*TableName*}_{*Column1*}_{*Column2*}

- Columns with Default value constraint should not allow NULLs.

TODO: Add a link to main page for each section

Revision #9
Created 17 September 2020 02:10:54 by Theuns Pretorius
Updated 5 October 2020 10:04:11 by Nardus van Eyk