

NOTE: The entries are not necessarily mutually exclusive (*i.e.*, they may overlap or conflict one another).

In case of conflict, strike an appropriate compromise.

Risking telling the obvious, situations quoted are just select illustrative examples.

■ Don't "make the soup too salty"

- Don't include "using namespace std;" in header files
- Don't introduce "flexibility-reducing" newline in an outputting function

■ Least privilege -- enable/enpower/reveal/... only what's necessary, not anything more

(part of "Do keep on the defensive")

- Don't unnecessarily *pass by reference*
- Use *pass-by-value* or *pass-by-const-reference* (instead of *pass by reference*) if *no side effect* (on the original) is intended

■ Don't do the same thing more than once

- Don't keep making an *identical function call* (*i.e.*, one that **returns the same value every time**) over and over in a loop
 - Rather make the function call outside the loop and capture the return value in a local variable (which is then used in the loop)
- Minimize # of operations in the repetitive part of a loop construct if doing so won't sacrifice other desirables (clarity, safety, ...)
- (shifting elements of array data with used items when removing a key-matching item)

```
for (i = 0; i < used; ++i)
{
    if (a[i] == key)
    {
        for (j = i + 1; j < used; ++j)
            a[j - 1] = a[j];
        break;
    }
}
```

VS

```
for (i = 0; i < used; ++i)
{
    if (a[i] == key)
    {
        for (j = i; j < used - 1; ++j)
            a[j] = a[j + 1];
        break;
    }
}
```

■ Don't "throw away old TV before new TV is in hand"

- When resizing a dynamic array, don't free up "old" array before the "new" array is in place

■ Don't be inconsistent (contradictory) between design intent and language feature usage

- Appropriately include "const" if a member function is meant to be an *accessor*
- Use *pass-by-value* or *pass-by-const-reference* (instead of *pass by reference*) if *no side effect* (on the original) is intended

■ Don't expose/baffle client to/with implementation detail -- be client-oriented

- Don't include *known-only-to-implementor* detail in error-reporting messages
- Begin item numbering with 1 instead of 0 when crafting user interface

■ Don't sacrifice efficiency unless there's something else more desirable to be gained

- Use *pre*-version of ++ or -- (instead of the *post*-version) when either version will give the same outcome
- Use *pass-by-const-reference* (instead of *pass-by-value*) when size of object involved is **big**
- Use *initializer/initialization list* (instead of *in-body assignments*) wherever possible when implementing constructor
- Code as compactly as possible if doing so won't sacrifice other desirables (clarity, safety, ...)
- (for a Container class where used tracks the # of items)

```
bool Container::empty() const
{
    return used == 0;
}
```

VS

```
bool Container::empty() const
{
    bool answer;
    if (used == 0) answer = true;
    else answer = false;
    return answer;
}
```

■ Do look for simpler/clearer & more direct/efficient alternative(s) if the one at hand seems unnecessarily complex/awkward

- Avoid the more costly *repeatedly swap* when all that's needed is to *repeatedly shift*
- (shifting elements of array data with used items when removing a key-matching item found at index keyIndex)

```
for (i = keyIndex + 1; i < used; ++i)
{
    data[i - 1] = data[i];
}
```

VS

```
for (i = keyIndex; i < used - 1; ++i)
{
    hold = data[i];
    data[i] = data[i + 1];
    data[i + 1] = hold;
}
```

- Avoid confusingly expressing underlying logic, inviting *1-off error*, and incurring extra computations
- (shifting elements of array data with used items when removing a key-matching item found at index keyIndex)

```
for (i = keyIndex + 1; i < used; ++i)
{
    data[i - 1] = data[i];
}
```

VS

```
count = used - keyIndex - 1;
for (i = 0; i < count; ++i)
{
    data[keyIndex + i] = data[keyIndex + i + 1];
}
```

■ Do keep on the defensive

(block ways that others may abuse/misuse, take safer ways ourselves to avoid falling victim to our own shortcomings)

- `if (10 == i) {...}` is safer than `if (i == 10) {...}`
- Trap error conditions wherever possible and expedient

■ Do constantly apply common sense and check if things make sense.