REPO REVIEW
ARCHITECTURE & SECURITY

CUSTOMER GUIDE

Reviewing a private GitHub repository

Repo Review reads private repositories through Architecture Automation, our GitHub app. You choose which repositories it can see, it can only read them, and you can remove it at any time. You never send us a password or a token.

TIME TO CONNECT	YOU NEED	INCLUDED	ACCESS
About two minutes	Admin of the repository	One free Snapshot	Read-only, revocable

In short

- In the portal, choose **Connect through GitHub** and install the app on the repository.
- GitHub brings you back. Pick the repository, give your email, and your key arrives within a minute.
- Paste the key into the portal and start your free Snapshot. The Full Audit is switched on once we have agreed it with you.
- Remove access whenever you like, in your own GitHub settings.

1 Connect your repository

1. Go to reporeview.com.au/portal and click **Connect through GitHub**. It opens GitHub in a new tab.
2. GitHub asks where to install the app. Choose the account or organisation that owns the repository.
3. Select **Only select repositories** and pick the repository.
4. Check the permissions GitHub shows you: **read access to code and metadata**, nothing else. Then click **Install**.

5. GitHub brings you back to the portal. Choose the repository, enter your email address and click **Email me a key**.

Your key arrives by email within a minute. Keep it like a password: anyone who has it can start reports on that repository. It works for that one repository and branch, and expires after 90 days.

Who can connect	An **admin** of the repository, the same people GitHub lets install an app on it. Other collaborators will not see it in the list.
In an organisation, but not an owner?	GitHub sends the install to an owner for approval instead, and the portal tells you so. Once they have approved it, come back and choose **Sign in with GitHub** to get your key.
Already installed, or lost your key?	In the portal, choose **Sign in with GitHub** and pick the repository again. You are emailed a new key. Your reports and settings stay as they were, and the old key keeps working for 24 hours. If the key had been issued to someone else, they are told.

2 Start a report

1. In the portal, paste your key and click **Open**. The key is held only in that browser tab: it is not saved, and closing or reloading the tab forgets it.
2. Under **Start a report**, choose **Snapshot** and click **Start**.

Each repository includes **one free Snapshot**: a health verdict, seven ratings out of ten, and the three findings that matter most. Watch its progress under **Your runs**. Every report is read by a person before it is released, and we email you when it is ready. Released documents stay in the portal, and the links in the email last seven days.

3 The Full Audit

The Full Audit is the complete report: the architecture document, the technical assessment with every rating explained, the risk register and a remediation roadmap.

We switch it on for your repository once we have agreed it with you, for one run at a time. Click **Ask for the Full Audit** in the portal and we will be in touch. Once it is on, it appears under **Start a report**, with the same key.

4 What the app can and cannot do

- **It can** read the code and basic details (name, branches) of the repositories you chose.
- **It cannot** change code, open issues or pull requests, read secrets, settings, Actions or members, or see any repository you did not choose.
- **For each report** it asks GitHub for a read-only pass to that one repository. The pass expires within the hour and is deleted as soon as the code has been copied for analysis.
- **We do not keep your code.** The copy taken for a report is deleted as soon as the run ends, and the reports name your files and lines without containing your code, unless you tick **Keep my source code** when you start the run.
- **When you connect**, GitHub lets us confirm who you are and which repositories you administer. We use that for those checks only, cancel it straight away and never store it.

Where your code goes and how long each piece is kept: our data handling statement.

5 Changing or removing access

Personal account	GitHub Settings, then Applications, then Installed GitHub Apps, then Architecture Automation.
Organisation	Organisation settings, then GitHub Apps, then Architecture Automation.

From there you can add or remove repositories, suspend the app or uninstall it. The change takes effect at once, and you never have to ask us.

6 If something goes wrong

"The app is not installed on any repository you administer"	Install it on the repository (section 1), or ask an admin of it to.
"That link has expired"	Connecting has to be finished within 15 minutes. Start again from the portal.
"GitHub has asked an owner of the organisation to approve the app"	An owner needs to approve it in GitHub. Then choose Sign in with GitHub.

A report fails at once, saying the app is not installed or no longer has access	The app was uninstalled or the repository was removed from it. Add it back in GitHub and start the report again.
Anything else	Email support@reporeview.com.au and a person answers.

Ready? Open the portal and choose Connect through GitHub.