Once changes have been made:

1) Log into KnowledgeLink the request and changes made.

2) Send an email to Marc Bruyere giving:

-List of changes made

-Internal link for website to see the changes

3) Marc will then sent it to Micheal MacVicar and Katie James. They will both go through the content and appearance of the website.

4) If they ask for changes, make the changes then repeat from the first step.

5) Once everyone gives their approval then merge your changes to the public github repo of the website. To do so you will have to clone the public repo on your computer, then run the following commands in that directory:

-git remote add upstream <private repo> (for the first time)

-git fetch origin master

-git merge origin/master

-git fetch upstream master

-git merge upstream/master

6) Compress the merged directory.

7) Send the compressed directory to Damjan Pelemis or John Cavan. They will push the changes to the public repository which will update the public website.