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| 1. | Copy the Google Sheet from XXXX  Rename as XXXX |
| 2. | Create the Service account. Follow the instructions at <https://docs.gspread.org/en/v5.0.0/oauth2.html#for-bots-using-service-account> |
| 3. | **Create a New Google Spreadsheet**   1. Make a copy from XXXX 2. Rename as XXX   **Create A App in Heroku**     1. Create a new account in Heoroku 2. Create a new app in Heroku (e.g. app name is **dyfc-webhook)**   **Deploy to Heroku**   1. git init -b **main** *(one time)* 2. **heroku** git:**remote** -a **dyfc-webhook *(one time)*** 3. git add . 4. git commit -am “make it better” 5. git push **heroku main**     **Useful Resources:**  How to read Google Sheets data in Pandas with GSpread, https://practicaldatascience.co.uk/data-science/how-to-read-google-sheets-data-in-pandas-with-gspread |
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|  | Create working directory |
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|  | Set up the virtual environment  **$** cd ~/DYFC/dyfc-webhook  **$** mkvirtualenv --python=/usr/bin/python3.6 dyfc  **$** pip install -r requirements.txt |
|  | Set up flask app |