

Updating Geonewsletter

1. Move Articles.csv to minio
2. Copy Articles.csv to server
3. Archive previous index-en.html and index-fr.html files
4. In script, update:
 - line 10 to set the language (either “en” or “fr”)
 - line 11 to set issue date (e.g. “22-Nov”)
5. Knit document
6. Rename index.html to index-en.html or index-fr.html
7. Repeat steps 4-6 for other language
8. Open html files to edit and:
 - Find replace “xE9” with “é”
 - change tab
 - from index.utf8 to:
 - en: Geonewsletter!
 - fr: Bulletin d’information géo !
9. Copy index files to minio and add a version to GC docs
10. Share for review/test for bugs