

## **Creating an update Matrix to scan with QR Code**

1. Update Template if any changes made with the structure on Skills Matrix

2. Delete all but the original 3 sheets.

3. Duplicate sheets as per config list

4. Export sheets to separate PDFs

5. Copy PDF files to GitHub

<https://github.com/SEE-Civil/pdf-hosting>

6. Generate QR Codes if not already generated.