**Steps for submitting ecospace to CRAN, modified from http://r-pkgs.had.co.nz/release.html**

0. Make sure to update to the newest R build, and then move/update all packages. (RStudio demands the latest builds.)

1. In RStudio, CTRL+Shift+B to build package.

2. In RStudio, CTRL+Shift+E to check package.

3. Run devtools::build\_win() to confirm package will run on Windows and to build a Windows binary bundle. Will take up to 30 minutes to run behind the scenes, with e-mails sent confirming success (or failure)

1. If does not run, try following:
   1. Is .libPaths() set to personal library?
   2. Are R, RStudio, and RTools (<https://cran.rstudio.com/bin/windows/Rtools/>) updated to latest versions?

4. Log into GitHub and have RStudio access it:

1. Use RStudio Tools > Shell to sync using > git init
2. If need to confirm ssh in R, modify path to: file.exists(C:/Users/pnovack-gottshall/.ssh/id\_rsa.pub)
3. When creating new repo at https://github.com/pnovack-gottshall, do not add a README or license. Just make a blank repo with a title and short description (longer title of package).
4. This should reveal instructions to ... or push an existing repository from the command line
5. Username = pnovack-gottshall. Passphrases: try github7777 or github7
6. Enter > exit to exit out of Shell

5. Fix anything needing fixing. When both OK, commit and push to GitHub (https://github.com/pnovack-gottshall/ecospace).

6. If need to have RStudio add a file (such as this one) to .Rbuildignore, use:

1. devtools::use\_build\_ignore(Steps for submitting ecospace to CRAN.docx)

7. Check reverse dependencies using following R commands:

1. for updates: run devtools::revdep\_check()
2. devtools::use\_revdep() # to set up the revdep folder
3. Confirm search path is set: options()$devtools.revdep.libpath="C:\Users\pnovack-gottshall\Documents\R\R\_tmp\_libraries\_for\_revdep")
4. res <- devtools::revdep\_check(ecospace)
5. devtools::revdep\_check\_save\_summary(res)
6. devtools::revdep\_check\_save\_logs(res) # These place the results in revdep/summary.md

8. Make sure NEWS.md is updated (and commit/push to GitHub).

9. BEST TO DO CLEAN RESTART NOW AND THEN CTRL+Shift+B, CTRL-Shift+E, RESUBMIT TO WINDOWS TO SEE IF ANY FINAL ERRORS. NEXT STEP SUBMITS TO R-CRAN!!

10. Now ready to release with devtools::release() and follow prompts.

1. If get a git error, make sure all files are committed and pushed
2. Also make sure that RStudio's git page is set to the 'master' where the repo is located. (top-right pulldown)

11. See Hadley's section On failure for details if rejected (which is likely) and on how to resubmit.