This is a readme for the [Team Roster folder](https://drive.google.com/drive/folders/11cIb7ZFvaCbf_GVQvjj8zutqd7KE8Y7i?usp=drive_link)

Written by Robert Thibault, Dated 2024-03-19

* The individual Team Rosters sheets are managed by each team’s Project Manager. They should not add, remove or rearrange columns, tabs, or the column names.
* The file [ASAP User Names](https://docs.google.com/spreadsheets/d/1hChdb35zOKtZibnfzJw1gEdNBXKbPFgA6v-GyCoJHo0/edit?usp=sharing) pulls from the 35 CRN Team Roster Google Sheets in the Team Roster Folder and concatenates all this information.
  + For this pull to work, the structure of each team roster needs to be the same (i.e., the column names and tab names). For example, the Team Kaplitt Roster had the second tab called “Alumni” instead of “Removed List”, and this broke the Google Sheet code that was trying to pull this information. The code is in Cell A1.
  + It pulls from the team rosters based on their url file name (not based on their location with the Team Roster folder). For example, this word doc uses the url file name “*1C\_lq0VUGJmBmwuO2i9NcTYlNlQizdTOUzyLAlxWNjg8”.* If we want to include a new CRN team in the ASAP User Names sheet, we will need to update the formula in Cell A1 to include an extra line with that sheet’s url file name.
  + The information in the ASAP User Names sheet will automatically update when PMs update their Team Roster.
* There is another file (not in this folder) called [ASAP Network](https://docs.google.com/spreadsheets/d/10tRvvMYqkHTbZR7Tog-nkVLrCe6pptOXy_rxqgZGYHc/edit?usp=sharing).
  + This file appears to pull team roster information in the same way as the ASAP User Names sheet.
  + As of 2024-03-19 Robert edited the ASAP Network sheet to also include team alumni. It does so by pulling from the ASAP User Names sheet by adding an extra line of code to the google sheet code [;importrange("1hChdb35zOKtZibnfzJw1gEdNBXKbPFgA6v-GyCoJHo0", "Alumni!A2:G")].This code is in cell C1.
  + The ASAP Network sheet will automatically update when PMs update their Team Roster. Adding new teams must be done as explained for the ASAP User Names sheet.
  + This sheet is shared with DataSeer and used for identifying ASAP-affiliated authors and whether those authors have included their ORCID in manuscripts.