Package: erstools (via r-universe)

October 6, 2026

Title ERS RMarkdown Template and Functions to Read, Write, Validate, and Visualize Data

Version 1.2.0

Description What the package does (one paragraph).

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Encoding UTF-8

Roxygen list(markdown = TRUE)

Imports Microsoft365R, data.table, readxl, writexl, gt, devtools, dplyr, ggplot2, janitor, rmarkdown, scales, sf, skimr

Suggests testthat (>= 3.0.0)

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URL https://erstrategies.github.io/erstools/

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Repository https://erstrategies.r-universe.dev

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`ers_column_info` *Use the skim function to validate your data and output a summary of your columns*

Description

This function applies `skimr::skim()` to summarize a dataset and then formats numeric columns. Numeric values are rounded to one decimal place. If a number is 1,000 or greater, it is formatted with commas.

Usage

```
ers_column_info(dataset)
```

Arguments

`dataset`	A data frame or tibble to be summarized.

Value

A tibble with summary statistics, where numeric values are rounded to one decimal place and large numbers (1,000) are formatted with commas.

`ers_load_packages` *Load Required Libraries and Categorize Output*

Description

This function loads a set of commonly used libraries, categorizes them, suppresses unnecessary startup messages, and prints a summary of successfully loaded libraries. If any packages are missing, a warning is displayed at the bottom.

Usage

```
ers_load_packages()
```

Value

A categorized summary of loaded libraries and a warning message for missing packages.

Examples

```
ers_load_packages()
```

`ers_read_clean` *Read files from sharepoint with clean names*

Description

Read files from sharepoint with clean names

Usage

```
ers_read_clean(
  folder_path,
  file_name_with_extension,
  sheet_name = NULL,
  drive_name = "client_work_drive",
  skip_rows = 0,
  na_values = c(""),
  clean_names = TRUE
)
```

Arguments

`folder_path`	REQUIRED: The path to the file: https://app.tettra.co/teams/ersknowledge/pages/copying-a-folder-path-from-sharepoint-to-use-in-r
`file_name_with_extension`	REQUIRED: Supported extensions: .csv, .xls, .xlsx. Example: "student_performance.csv"
`sheet_name`	OPTIONAL: Only required if you have an excel spreadsheet with multiple sheets. Example: "Sheet 2"
`drive_name`	OPTIONAL: R will detect what drive the file is from (e.g. 'client_work_drive', 'internal_drive', 'external_drive', or 'data_hub_drive')
`skip_rows`	OPTIONAL: Only required if your data doesn't start in the first row of the spreadsheet. Example: If your data starts in row 4 then enter 3
`na_values`	OPTIONAL: By default will change all cells to NA if they have "", "N/A", "NA", or "Missing"
`clean_names`	OPTIONAL: standardizes column names by removing special characters, converting to snake_case, and ensuring uniqueness

Value

Your loaded data as a data frame with the name raw_data

`ers_read_sharepoint` *Read files from sharepoint*

Description

Read files from sharepoint

Usage

```
ers_read_sharepoint(
  folder_path,
  file_name_with_extension,
  sheet_name = NULL,
  drive_name = "client_work_drive",
  skip_rows = 0,
  na_values = c(""),
  clean_names = "FALSE"
)
```

Arguments

`folder_path`	REQUIRED: The path to the file: https://app.tettra.co/teams/ersknowledge/pages/copying-a-folder-path-from-sharepoint-to-use-in-r
`file_name_with_extension`	REQUIRED: Supported extensions: .csv, .xls, .xlsx, .shp Example: "student_performance.csv"
`sheet_name`	OPTIONAL: Only required if you have an excel spreadsheet with multiple sheets. Example: "Sheet 2"
`drive_name`	OPTIONAL: R will detect what drive the file is from (e.g. 'client_work_drive', 'internal_drive', 'external_drive', or 'data_hub_drive')
`skip_rows`	OPTIONAL: Only required if your data doesn't start in the first row of the spreadsheet. Example: If your data starts in row 4 then enter 3
`na_values`	OPTIONAL: By default will change all cells to NA if they have "", "N/A", "NA", or "Missing"
`clean_names`	OPTIONAL: standardizes column names by removing special characters, converting to snake_case, and ensuring uniqueness

Value

Your loaded data as a data frame with the name raw_data

`ers_sharepoint_path_clean` *Clean beginning path and %20s in sharepoint file names for ers_read_sharepoint and ers_write_sharpoint*

Description

Clean beginning path and %20s in sharepoint file names for ers_read_sharepoint and ers_write_sharpoint

Usage

```
ers_sharepoint_path_clean(full_path)
```

Arguments

`full_path`	REQUIRED: The path to the file. This can be pasted directly from SharePoint: https://app.tettra.co/teams/ersknowledge/pages/copying-a-folder-path-from-sharepoint-to-use-in-r

Value

Your cleaned sharepoint path and the sharepoint drive name

`ers_table` *Output your data as a nicely formatted table using the gt package*

Description

Output your data as a nicely formatted table using the gt package

Usage

```
ers_table(dataset, title = "Default Title")
```

Arguments

`dataset`	REQUIRED: The data that you want to make into a table
`title`	REQUIRED: Desired title of your data table. Example: "Teacher FTE by School"

Value

Your data as a nicely formatted table

`ers_template` *Create a new ERS Quarto or R Markdown file from a template*

Description

Create a new ERS Quarto or R Markdown file from a template

Usage

```
ers_template(file_name, include_walkthrough = FALSE, type = c("qmd", "rmd"))
```

Arguments

`file_name`	The name of the new file to create (e.g., "my_report"). You do not need to include the .qmd or .Rmd extension.
`include_walkthrough`	If TRUE or "yes", use the walkthrough template; otherwise, use the standard template
`type`	The type of file to create: "qmd" (Quarto, the default) or "rmd" (R Markdown)

Value

Invisibly returns the path of the new file created in your working directory

Examples

```
## Not run:
# Quarto (the default) - creates my_report.qmd
ers_template("my_report")

# Quarto walkthrough, with inline guidance
ers_template("my_report", include_walkthrough = TRUE)

# R Markdown - creates my_report.Rmd
ers_template("my_report", type = "rmd")

## End(Not run)
```

ers_update_erstools *Update the erstools package from GitHub*

Description

Installs or updates the public erstools package from GitHub.

Usage

```
ers_update_erstools()
```

Value

Invisibly returns TRUE if installation succeeds.

ers_write_sharepoint *Write files to sharepoint folders*

Description

Write files to sharepoint folders

Usage

```
ers_write_sharepoint(
  data,
  folder_path,
  file_name_with_extension,
  drive_name = "client_work_drive"
)
```

Arguments

`data`	REQUIRED: The data frame, shape file, or ggplot object to be uploaded
`folder_path`	REQUIRED: The folder where you want the data to be saved: https://app.tettra.co/teams/erskn a-folder-path-from-sharepoint-to-use-in-r
`file_name_with_extension`	REQUIRED: Supported extensions: .csv, .xlsx, .png(ggsave). Example: "student_performance.csv"
`drive_name`	OPTIONAL: R will detect what drive the file is from (e.g. 'client_work_drive', or 'internal_drive')

Value

A message that your file was successfully uploaded.

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