

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 1</b> <b>Tuesday</b>	<b>November 29, 2016</b>		<b>Tech Park:</b> Training Room and Fish Lab
	<i>NEFOP Program Introduction/Security/Fish Lab 1</i>		
<b>0800</b>	Training Overview/ General Housekeeping Introductions/Training Standards/Data Confidentiality	Tania Lewandowski	Introduce training program and training staff General housekeeping and emergency procedures. Program Standards. Building security procedure.
<b>0900</b>	Observer Video Part 1	Staff	Observer Program as documented on FSB video.
<b>0915</b>	Training Survival Skills	Beth Giancesin Jack Wilson	Tips on how to approach certification training successfully. Overview of the Skills Self Checklist.
<b>0945</b>	<u>Electronic Data Collection Part 1</u> Issue Android Tablet and Digital Camera Forms & Reference Materials	Erin Kupcha Charles Dunlap Jim Finnegan Support: Jack Wilson	Introduction and issuance of an Android tablet and a digital camera. Sign non-disclosure, DMS/NOAA profile and release , confidentiality form and issuance checklist. Review all reference materials.
<b>1100</b>	Fish ID In Class Session SVP Session	Beth Giancesin	Highlight Northeast fish species in a classroom setting to review difficult to identify species characteristics.
<b>1130</b>	NEFOP Program Introduction	Amy Martins	Student introductions. Overview of NEFOP Program and Fisheries Sampling Branch organization. Explains the important role of observers within US fisheries.
<b>1200</b>	<b>LUNCH</b>		
<b>1300</b>	Security Packages	Kathrine McArdle Kathy Abney	Issuance of fingerprint cards, instruction on how to properly complete security packages.
<b>Session Times: 1315-1445</b>	<b>Session 1:</b> Group 1 then Group 2  Station 1: Fingerprinting Station 2: Digital ID Pictures Station 3: Create NOAA email and upload account, Gear Issuing	Tania Lewandowski Kara Gibbons Cate Dodge Diana Cowan Tyler Staples Charles Dunlap Jenn O'Connell Kathy Abney	All individuals will be fingerprinted as a part of the mandatory federal background check, creat NOAA e- mail account, and be issued gear.
<b>Session Times: 1445-1630</b>	<b>Session 2:</b> Group 2 then Group 1  <u>Fish ID Lab 1</u>	Jack Wilson Beth Giancesin	Lab: Northeast fish species identification Location: Back Parking lot fish cooler What to Bring: <ul style="list-style-type: none"> <li>• Closed toed shoes &amp; Sweatshirt/jacket</li> <li>• Pen/pencil</li> <li>• Notebook/Fish ID Worksheet/Fish ID Guides</li> </ul>

**HOMEWORK ASSIGNMENT:** Training Binder: Fish ID Assessment (Due Day 6), Conflict Resolution Survey (Due Day 2)

**Readings:** FSB website: Marine Mammal Authorization Program (<http://www.nmfs.noaa.gov/pr/interactions/mmap/>), Operations Manual p. 17 – 18, Data Entry Manual p. 8 - 12

**Fish Guides:** NOAA Technical Report- Guide to some trawl-caught marine fishes from Maine to Cape Hatteras, North Carolina

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 2</b> Wednesday	<b>November 30, 2016</b>		<b>Tech Park:</b> Training Room and Fish Lab
	<b>Intro. To Manuals, Log Variables, Catch Est. Intro, Geo Stat., V&amp;T, Fish Lab 2</b>		
	<b>Homework Due: Conflict Resolution Survey Form</b>		
0800	Fish Assessment #1	Jack Wilson	
0830	Introduction to Manuals <ul style="list-style-type: none"> <li>• Operations Manual</li> <li>• Data Entry Manual</li> <li>• On-Deck Reference Guide</li> </ul>	Beth Gianesin Jack Wilson	Introduce issued reference manuals: Operations Manual, Data Entry Manual, On Deck Reference Guide
0915	Data Collection Overview	Beth Gianesin	What happens to the observer data that is collected
0945	Trip Formatting and Page Numbering	Beth Gianesin	Instruction on how to number and submit a trip.
1015	Catch Estimation Introduction	Diana Cowan	Introduction the Catch Estimation Program; includes basic program concepts and ideas to est. a foundation.
1045	Geographical and Statistical Areas	Diana Cowan	An overview of the geographical and statistical areas. Observer will learn how to use charts to plot positions.
1145	<b>LUNCH (Mentoring Meeting 1)</b>		
1245	<u>Electronic Data Collection Part 2</u> Introduction to Sector ASM App	Charles Dunlap Support: Jack Wilson	Updating Sector ASM and setting credentials.
1300	Vessel & Trip Log/Tab	Beth Gianesin	Introduction to Vessel & Trip Log and SectorASM tabs.
1430	<u>Fish ID Lab 2</u>	Beth Gianesin Jack Wilson	Lab: Northeast fish species identification Location: Back Parking lot fish cooler What to Bring: <ul style="list-style-type: none"> <li>• Closed toed shoes &amp; Sweatshirt/jacket</li> <li>• Pen/pencil</li> <li>• Notebook/Fish ID Worksheet/Fish ID Guides</li> </ul>
<b>HOMEWORK ASSIGNMENT:</b> <u>Training Binder:</u> Trawl Mesh Case Study (Due Day 3), IT Security Awareness Course (Print/email certificate), Introduction to Observing Homework (Due Day 4), Introduction to Logs and Data Collection Homework (Due Day 4) <b>Readings:</b> <u>Operations Manual p. 7 – 11</u> <u>Data Entry Manual p. 2 - 3</u>			
<b><u>Editor of the Day: Wes Rand</u></b>			

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
<b>DAY 3</b> Thursday	<b>December 1, 2016</b>		<b>Tech Park:</b> Training Room
<b>HOMEWORK DUE: Trawl Mesh Case Study Assignment and IT Security Awareness Course (Print/e-mail cert.)</b>			
0800	Introduction to NEFOP Safety Program	Mike Tork	Overview of the NEFOP Safety Program
0800	Fathom Research LLC	Jenna Rockwell Mike Tork	In depth at-sea safety training: Identifying potential risks; Emergency problem solving; vessel safety & stability; Mayday calls; proper use of safety equipment; Station bill; Life raft components; hypothermia
1200	<b>LUNCH Leave Tech Park for the pool at 1250</b>		
1300	Fathom Research LLC  Water Session: MassMaritime Pool	Jenna Rockwell Mike Tork <u>GOV Drivers</u> Sprinter: <b>TBD</b> Sprinter: Mike Tork	Practical survival training in the water.  What to Bring: (Change at Tech Park) <ul style="list-style-type: none"> <li>• Bathing Suit</li> <li>• Towel</li> <li>• White T-shirt and long pants to get into the pool</li> <li>• Additional dry change of clothes</li> <li>• PFD</li> <li>• Survival Suit</li> </ul>
1700	Day Complete		
<b>HOMEWORK ASSIGNMENT: <u>Training Binder Readings</u>: July 2010 Safety Memo (*Sign and return one copy!*), May 2013 Memo</b> <b>Readings: <u>Operations Manual</u> p. 7 – 11</b> <b><u>Data Entry Manual</u> p. 2 - 3</b>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 4</b> Friday	<b>December 2, 2016</b>		<b>Tech Park:</b> Training Room, MassMaritime Academy Pool, Wareham, MA
<b>Homework Due: Safety Memo**Signed</b>			
0800	Fathom Research LLC	Jenna Rockwell	Continuation of Survival Training Please see additional Safety Agenda for details.
0830	Safety Checklist <ul style="list-style-type: none"> <li>• Safety Checklist</li> <li>• EVIC Card</li> <li>• Safety Deficiency Reports</li> <li>• USCG Safety Decal</li> </ul>	Mike Tork	Detailed checklist required prior to deployment on a fishing vessel. Procedures observers must take when vessel safety is not properly met.
0930	USCG Fishing Vessel Safety	Ted Harrington, USCG	Representative of the USCG Safety Program directly working with the fishing industry for safety compliance. Provides students a different perspective of safety aspects within the fishing industry.
1100	Fathom Research LLC	Jenna Rockwell	Continuation of Survival Training
1200	<b>LUNCH</b>		
<b>Fish Self-Assessment 2</b>			
1315-1615	Fathom Research LLC  Flares & Firefighting	Jenna Rockwell Mike Tork	Students are instructed on the various types of required signal flares; practice using flares; put out controlled fire using fire extinguishers typical to commercial fishing vessels.  Proper Attire: <ul style="list-style-type: none"> <li>• Closed toed shoes</li> <li>• Long pants</li> </ul>
1645	Safety Session Wrap Up	Jenna Rockwell Mike Tork	
1700	Fish ID Review (classroom)	Jack Wilson Beth Ganesin	Students will review all fish species. This is an open ended review session and will be available as long as needed.

**HOMEWORK ASSIGNMENT:** Study for Fish Exam PDF Reading Files:  
**Readings:** Operations Manual p. On-Deck Reference Guide p.

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 5</b> Monday	<b>December 5, 2016</b>		<b>Tech Park: Training Room</b>
<b>HOMEWORK DUE:</b>			
0800	Fish Assessment #3	Jack Wilson	
0815	Fish Disposition Codes	Beth Gianesin Jack Wilson	Instruction on how to record species on paper and digital logs and why they are kept or discarded.
0930	<u>Catch Estimation Program Part 1</u> Subsampling to Catch Weights <ul style="list-style-type: none"> <li>• Intro. To Gear Types and Catch Estimation</li> <li>• Scale Use</li> <li>• Estimation Methods</li> <li>• Catch Estimation Worksheet</li> </ul>	Beth Gianesin Jack Wilson Diana Cowan	Overview and videos of major gear types. Instruction on the theories that support catch estimation protocols. A brief overview of basic algebra, geometry and orders of operations. Students will learn about the approved FSB catch estimation methods and how to record calculations on the Catch Estimation Worksheet
1200	<b>LUNCH</b>		
1300	<u>Catch Estimation Program Continued</u> Subsampling to Catch Weights <ul style="list-style-type: none"> <li>• Volume-to-Volume Workshop</li> <li>• Catch Estimation Photo Requirements</li> </ul>	Jack Wilson Beth Gianesin Diana Cowan	Actual application of taught catch estimation theories are exercised during a classroom workshop.
1445	Trawl Fisheries 1-Introduction 2-Gear Modification/Specialized Nets	Jack Wilson	Intro to the trawl gear and northeast fishing practices. Trawl fishery data logs & specialized gear description/identification (enter training trip data).
1630	Specialized Gear Activity	Jack Wilson	Class participates in identifying specialized gear, excluder/seperator devices, and escape outlets.
1645	<u>Fish ID Review</u>	Jack Wilson Beth Gianesin	Students will review all fish species. Mock exams will be conducted. This is an open ended review session and will be available as long as needed.
<b>HOMEWORK ASSIGNMENT:</b> <u>Training Binder: Disp Code (Due Day 7), Volume-to-Volume (Due Day 7)</u> <b>Readings:</b> <u>Operations Manual p. 92-113</u> <u>On-Deck Reference Guide p. 39-52</u> <u>Data Entry Manual p. 153-180</u>			
<b>Editor of the Day: Stewart DesMeules (0815-1200), Randy Collins (1445-1630)</b>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 6</b> Tuesday	<b>December 6, 2016</b>		<b>Tech Park:</b> Training Room and Fish Lab
<b>HOMEWORK DUE: Fish ID Assessment</b>			
<b>0800</b>	Group 1: <b><u>Fish Identification Exam</u></b> <ul style="list-style-type: none"> <li>• <i>Open Book Practical</i></li> <li>• <i>Closed Book Practical</i></li> </ul> BOTH exams require a minimum of 85% successfully pass NEFOP certification.	Jack Wilson Beth Gianesin Tania Lewandowski	<b>Fish ID Exam:</b> <u>Open Book:</u> All materials issued during training may be utilized during this portion of the exam. <u>Closed Book:</u> No materials may be used for this portion of the exam.
<b>0830</b>	Group 2: Arrive at Tech Park, study session	Tania Lewandowski	Preparation for Fish Exam
<b>0900</b>	Group 2: <b><u>Fish Identification Exam</u></b> <ul style="list-style-type: none"> <li>• <i>Open Book Practical</i></li> <li>• <i>Closed Book Practical</i></li> </ul> BOTH exams require a minimum of 85% successfully pass NEFOP certification.	Beth Gianesin Jack Wilson Tania Lewandowski	<b>Fish ID Exam:</b> <u>Open Book:</u> All materials issued during training may be utilized during this portion of the exam. <u>Closed Book:</u> No materials may be used for this portion of the exam.
<b>1015</b>	Marine Mammal Identification	Lisa Wilt Stephanie Petrus	Classroom instruction on marine mammal identification and behavioral characteristics (pinnipeds, cetaceans).
<b>1130</b>	Animal Condition Codes, Entanglements, Sighting Log	Lisa Wilt Stephanie Petrus	Recognizing various animal conditions and entanglement situations, and how to properly record a protected species sighting.
<b>1200</b>	<b>LUNCH</b>		
<b>1300</b>	Sea Bird Identification	Gina Shield	Classroom presentation of seabird identification with accompanying lab, with a hands-on quiz.
<b>1430</b>	Deep Sea Coral Identification	Tania Lewandowski	Instruction on deep sea corals identification and sampling/reporting protocols.
<b>1500</b>	Sea Turtle Identification	Lisa Wilt Stephanie Petrus	Instruction on identifying characteristics, proper tagging and sampling techniques of sea turtles that may be encountered while observing. Classroom instruction is followed by a hands-on lab with turtle specimens
<b>1630</b>	Safety Exam Review	Mike Tork	Review for Safety Practical Exam
<b>HOMEWORK ASSIGNMENT:</b> Study for Safety Exam, finish Disp Code and Volume-to-Volume Assignments <b>Readings:</b> <u>Data Entry Manual</u> p.82-92, p. 30			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 7</b> Wednesday	<b>December 7, 2016</b>		<b>Tech Park:</b> Training Room, Fish Lab
<b>Homework Due: Disp Code, Volume-to-Volume</b>			
<b>0800</b>	<b>Safety Exam &amp; Practical:</b> <ul style="list-style-type: none"> <li>Written Safety Exam</li> <li>Safety Practical Stations                             <ul style="list-style-type: none"> <li>Station 1: Immersion Suit</li> <li>Station 2: Deploy Life Raft</li> <li>Station 3: Mayday Call</li> </ul> </li> </ul>	Mike Tork Diana Cowan TBD TBD	Safety practical includes hands on and written evaluation of trainees safety techniques. Note: A minimum of 85% is required to pass the NEFOP Observer Certification Program.
<b>1030</b>	Trawl Fisheries Continued 3-Trawl Gear Log/Tabs and Calipers	Jack Wilson	Overview of the trawl gear data log/tabs(enter training trip data). Hands on exercise involving proper use of measurement calipers. Recording gear mods/specialized nets
<b>1200</b>	Atlantic States Marine Fisheries Council New York Sea Day Program	Gabriel Johnson	Overview of ASMFC and NY seaday agreement program and specific protocols.
<b>1215</b>	<b>LUNCH</b>		
<b>1315</b>	Trawl Trip Preparation	Tania Lewandowski Steven LaForge	Overview of what to bring and expect during trawl training trip. Marel Scale review.
<b>1330</b>	Fisherman's Comment Log	Beth Giancesin	A log where fishermen can voice their opinions and concerns about fishing operations.
<b>1345</b>	Trawl Fisheries Cont. 4-Trawl Haul Log/Tabs 5- Twin Trawl Gear	Beth Giancesin Jack Wilson	Instruction on the trawl haul log/tab. Recording twin trawl gear and haul logs.
<b>HOMWORK ASSIGNMENT:</b> Trawl Scenario (Due Day 9), Conveyor Presentation (Due Day 10) <b>Readings:</b> <u>On-Deck Reference Guide</u> p. 9-10, 14-17, 29-30 <u>Operations Manual</u> p. 146-152 <u>Data Entry Manual</u> p. 186-188, 215-218			
<b>Editor of the Day: Brian Westell (1030-1200 and 1345-1500)</b>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 8</b> Thursday	<b>December 8, 2016</b>		<b>Tech Park:</b> Training Room/Fish Lab
	<b>HOMEWORK DUE:</b>		
0800	Marel Scales	Steven LaForge	Introduction to Marel Scales. How to properly operate, calibrate, and maintain Marel Scales.
0900	<u>Fish Biological Sampling Workshop</u> Part 1 : Biosampling (Classroom): Length Frequency Log/Tab Length Frequency Workshop	Beth Gianesin Jack Wilson Diana Cowan	Introduces trainees to their biological sampling gear (e.g. measuring board, knife safety length frequency strips, scales, On Deck Reference Guide) and how to record lengths of priority species. Workshop includes hands on activities using their biological sampling gear and age sampling videos.
1045	<u>Fish Biological Sampling Workshop</u> Part 2 : Biosampling Lab (Fish Lab): Introduction to Biosampling Age Structure Workshop	Jack Wilson Megg Ketch	Practical instruction in the safe removal of age structure samples and how to store and ship them.
1145	<u>Safety Session</u> PLB Instruction Review Safety Exam Safety Gear Attachments	Mike Tork	PLB instruction and issue. Review of Safety Exam/Practical. Attachments for issued immersion suits will be completed. What to bring: Immersion Suits and ALL attachments.
1215	<b>LUNCH</b>		
1315	<u>Electronic Data Collection Part 3</u> SectorASM Trip and Media Upload NOAA app catalog discussion	Erin Kupcha Charles Dunlap Jim Finnegan Support: Jack Wilson	SectorASM trip and media upload using mock ASM trawl trip data. Discuss approved NOAA app catalog. What to bring: •Charged Android tablet and digital camera
1445	Incidental Take Session	Lisa Wilt Stephanie Petrus	Classroom instruction on how to properly sample and record encountered incidental takes.
<b>HOMEWORK ASSIGNMENT: Finish Trawl Scenario, Length Frequency (Due Day 10)</b>			



TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 10</b> Monday	<b>December 12, 2016</b>		
	<i>Specialized Catch Est., Protected Species Workshop</i>		Tech Park: Training Room, Quissett Lab, Woods Hole MA
	<b><u>HOMEWORK:</u> Length Frequency and Conveyor Presentation (0800)</b>		
0800	<u>Catch Estimation Program Part 2</u> Specialized Components <ul style="list-style-type: none"> <li>• Discard Log</li> <li>• Deckloading/Cumulative Sum Method</li> <li>• Standard Conveyor Belt Protocols</li> </ul>	Megg Ketch Jack Wilson Beth Gianesin	Instruction on managing catch on vessels with conveyor belts; dealing with deckloading. Fishery specific scenarios how to appropriately use catch estimation methods.
1115	Trawl Trip Review	Kara Gibbons	Review of actual paper logs from training trawl trip. Introduction and use of a trip file worksheet.
1200	<b>LUNCH (Reminder: Bring Protected Spp HW to Workshop)</b>		
1300	<u>Session 1:</u> Protected Species Sampling Workshop	Lisa Wilt Stephanie Petrus Greg Early	Hands-on incidental take sampling procedures to turtle, bird, pinniped, and cetaceans in lab setting. Additional instruction includes sturgeon protocols. What to Bring: <ul style="list-style-type: none"> <li>• Note taking paper &amp; Pencil</li> <li>• Filled out HW assignment!!!</li> <li>• Closed toed shoes</li> <li>• Grunden Bibs</li> </ul>
1500	<u>Session 2:</u> Crustacean Log Individual Animal Log Reporting Tagged Fish Shark ID Multi-Gear Scenarios Fish Pots ----- Homework Reviews /Exam 1 Preparations	Joe Mello Ben Church Beth Gianesin Megg Ketch Jack Wilson ----- Staff	Candidates receive shark ID, instruction on procedures for Multi-gear scenarios, crustacean sampling, and how to properly use the IAL and enter IAL information into Sector ASM. ----- Review homework material and overview for Exam 1. What to Bring: <ul style="list-style-type: none"> <li>• Note taking paper &amp; Pencil</li> <li>• HW/questions/materials to help review for Exam 1</li> </ul>
<b>HOMEWORK ASSIGNMENT:</b> Study for Exam 1, Incidental Take Homework (Provided during PS Workshop, Due Day 11) <b>Training Binder:</b> Deckloading and Cumulative Sum Homework (Due Day 12) <b>Readings:</b> <u>On-Deck Reference Guide</u> p. 7 – 8 <u>Operations Manual</u> p. 23 – 30 <u>Data Entry Manual</u> p. 33 - 36 <b>PDF Reading Files:</b> <i>Bottom Tending Gear Used in New England</i> <div style="text-align: right;"><b>Editor of the Day: Greg Early (0800-1115)</b></div>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 11</b> Tuesday	<b>December 13, 2016</b>		<b>Tech Park:</b> Training Room
	<b>Exam 1, Gillnet Fisheries, Safety Exam, Inc Take Review</b>		
	<b>HOMEWORK DUE: Incidental Take Homework</b>		
<b>0800</b>	<b>EXAM 1</b>	Training Staff	A comprehensive examination, open book.
<b>1130</b>	Debriefing and Editing Meet Your Editor	Joe Mello Kara Gibbons Editing Staff	Candidates are instructed on the debriefing and editing process. Informal one-on-one meetings with their assigned editors.
<b>1200</b>	<b>LUNCH</b>		
<b>1300</b>	Gillnet Fisheries 1. Introduction 2. Gillnet Fishery Gear Characteristics Log/Tabs	Jack Wilson	Overview of the Gillnet fishery and practices in the northeast. Gillnet gear characteristics/Surface Gear/Weak Links, and associated logs explained. In class exercise.
<b>1500</b>	Meet an Observer	TBD	
<b>1530</b>	Incidental Take Review Session	Lisa Wilt Stephanie Petrus	Review protected species homework and review session to prepare for Incidental Take Exam.
<p><b>HOMEWORK ASSIGNMENT:</b> Study for Incidental Take Exam and Practical  <b>Training Binder:</b> Gillnet Scenario Homework (Due Day 13)  <b>Readings:</b> <u>Data Entry Manual</u> p. 43, 176  <b>PDF Reading Files (Optional):</b> <i>Harbor Porpoise Take Reduction Mid-Atlantic and New England</i>  <b>Editor of the Day:</b> Corey Endres (1300-1500)</p>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 12</b> Wednesday	<b>December 14, 2016</b>		<b>Tech Park:</b> Training Room
<b>HOMEWORK DUE: Deckloading and Cumulative Sum Homework</b>			
<b>0800</b>	<b>Incidental Take Exam and Practical</b>	Lisa Wilt Stephanie Petrus Greg Early	The exam is an open book exam on MM, sea bird and sea turtle identification, condition codes, sampling protocols and commenting on incidental takes. (classroom) <b>Note:</b> A minimum of 85% for the identification portion is required to pass the NEFOP Observer Certification Program Practical session focuses on species ID and sampling protocols.(hands on session)
<b>1000</b>	Gillnet Fisheries Continued Gillnet Fishery Haul Log/Tabs	Jack Wilson	Instructions and activities designed to aid students in learning how to properly sample and record gillnet hauls.
<b>1115</b>	Sturgeon Sampling	Chad Keith Jack Wilson	Update on the sturgeon sampling initiate and how to properly sample and record sturgeon interactions.
<b>1145</b>	Gillnet Trip Prep	Tania Lewandowski	Overview of Gillnet trip.
<b>1200</b>	<b>LUNCH</b>		
<b>1300</b>	Groundfish Overview	Kathrine McArdle	Overview of the Groundfish Program and how it applies to a NEFOP Observer.
<b>1330</b>	Small Mesh Endorsement Review	Corrine Endres	Classroom presentation on small mesh fisheries (eg. butterflyfish, squid) and their unique protocols.
<b>1345</b>	Electronic Monitoring in Multispecies Fishery	Nichole Rossi	Observer protocols for EM study vessels.
<b>1415</b>	<u>Electronic Data Collection 4</u> Using OBPRELIM OBPRELIM Trip and Media Upload FSBWeb Portal	Erin Kupcha Jim Finnegan Charles Dunlap Russ Blanc Support: Jack Wilson	Using OBPRELIM to enter mock trawl trip and media upload. Introduction to FSB Web Portal and applications for observers. <b>What to bring:</b> •Charged Android tablet and digital camera
<b>1645</b>	Pinger Tester Log	Lisa Wilt Stephanie Petrus	Certification on how to properly complete a pinger tester log.
<b>HOMEWORK:</b> <u>Training Binder:</u> Gillnet Scenario, Conflict Resolution Pre-Reading <u>PDF Reading Files:</u> NOAA OLE Press Release: NOAA Penalized Fishermen			
<b>Editor of the Day: Steve LaForge (1000-1115)</b>			

TIME	PRESENTATION/ACTIVITY	DESCRIPTION
<b>DAY 13</b> Thursday	<b>December 15, 2016</b>	
	<i>Gillnet Training Trip</i>	<b>Tech Park:</b> Training Room, Scituate Harbor
<b>HOMEWORK DUE: Gillnet Scenario</b>		
	<p><b><u>Gillnet Training Trip</u></b></p> <p>Rain Date: Dec. 16</p> <p>*****NOTE*****</p> <p>What to bring:  <u>Safety Gear:</u></p> <ul style="list-style-type: none"> <li>• Survival Suit with all attachments</li> <li>• PFDs (must be worn throughout trip)</li> </ul> <p><u>Personal Gear:</u></p> <ul style="list-style-type: none"> <li>• Sunscreen &amp; sunglasses</li> <li>• Watch</li> <li>• Food</li> <li>• Water</li> <li>• Any needed prescribed medications</li> <li>• Wear layers</li> <li>• Hat</li> </ul>	<p><b>F/V Endeavor</b>                      Training Trip Lead: Megg Ketch/ Beth Gianesin</p> <p><b>F/V Mary Elizabeth</b>                      Training Trip Lead: Jack Wilson/Randy Collins</p> <p>Driver: Diana Cowan          Classroom Support: Kara Gibbons                      Additional directions for day's events will be provided.</p> <p><b>Use your trip data for the OBPRELIM upload today!</b>  <b>Have tablets ready! Trip ID = XXX997C</b></p> <p><u>Work Gear:</u></p> <ul style="list-style-type: none"> <li>• Boots</li> <li>• Gloves</li> <li>• Foul weather gear</li> <li>• Pencils &amp; Clipboard</li> <li>• Waterproof Notepad</li> <li>• On Deck Reference Guide</li> </ul>
	Gillnet Trip Upload (OBPRELIM Upload)	Jim Finnegan Charles Dunlap Uploading of training trip data.
<p><b>HOMEWORK:</b> Complete NEFOP Self-Skills Checklist  <u>Training Binder Readings:</u> Regulatory Compliance Resource Guide  <u>Data Entry Manual</u> p. 30  <u>PDF Reading Files:</u> <i>An Introduction to the History of Fishes in the Gulf of Maine, Sea Grant fact sheet: Bycatch</i></p>		

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 14</b> Friday	<b>December 16, 2016</b>		<b>Tech Park:</b> Training Room
<b>HOMEWORK DUE: Deckloading and Cumulative Sum Homework</b>			
0800	Regulatory Compliance Blue Compliance Folder Incident Report Drug Awareness Training	Sara Weeks Kristy Gustafson	Regulation Information; Trip Refusals, Field Diary, USCG Boardings, Data Release, Comment Card, drug awareness training. An interactive talk demonstrating the incident report process.
1000	NMFS Enforcement	SA Tom Gaffney	NMFS Special Agent speaks to the class about the role of the Office of Law Enforcement in NMFS.
1045	Observer Support Panel	Sara Weeks Mike Tork Kristy Gustafson USCG	Session with members of the Observer Support team who are a part of the <i>safety culture</i> that support all observers. The panel will present and describe the support system that exists for observers should conflict or incident at sea arise.
1130	Gillnet Trip Review	Kara Gibbons	Edited training trips will be returned to class and debriefed.
1200	<b>LUNCH</b>		
1315	Vessel Selection	Kristy Gustafson	Process of selecting vessels for observing.
1345	Conflict Resolution	Kit Van Meter Support: Mike Tork Sara Weeks Training Staff	Candidates are presented with possible conflict situations that could occur while performing job duties. Scenarios are covered in lecture and role playing.
1630	Homework Reviews /Exam 2 Preparations	Staff	
1630	Incidental Take Exam/Scenario Review	Lisa Wilt Stephanie Petrus	Review of exam and common errors made.
<b>HOMEWORK ASSIGNMENT: Complete Self Skills Checklist, Study for Exam 2</b>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 15</b>	<b>December 19, 2016</b>		
<b>Monday</b>	<i>Exam 2, Data Quality, Outreach, Electronic 5, Mentoring</i>		<b>Tech Park:</b> Training Room
<b>HOMEWORK DUE: Skills Self Checklist (during mentoring session) and Feedback Forms (1300)</b>			
<b>0800</b>	<b>EXAM 2</b>	Training Staff	A comprehensive examination, open book. What to bring: All notes, books, manuals, charged Toughpad & digital camera.
<b>1100</b>	Certification Trips	Kara Gibbons	Overview of certification trips and what to expect from them.
<b>1115</b>	Data Quality and Data Evaluation	Debra Duarte	What data quality means to the program and individual observer. Explanation of how data quality is evaluated in-house.
<b>1200</b>	Class Photos	Staff	
<b>1200</b>	<b>LUNCH (mentor)</b>		
<b>1300</b>	Fisheries Liaison	Captain Joe Jurek Support: Sara Weeks	Fishermen representing various fisheries discussion.
<b>1345</b>	NMFS Outreach	Chad Keith	An overview of outreach materials and opportunities with the NEFOP program.
<b>1400</b>	<u>Electronic Data Collection 5</u> OBPRELIM Wrap-Up	Charles Dunlap	OBPRELIM bookmark setup. Deletion of practice trips from Sector ASM.
<b>1405</b>	Protected Species Sampling Gear Assignment	Lisa Wilt Stephanie Petrus	Assignment of marine mammal, sea turtle and sturgeon sampling gear.
<b>1430</b>	Exam Review	Staff	Classroom review of Exam 2, open Q&A session.
<b>1445</b>	How to pack for a trip	Jack Wilson	Tips on how to best prepare/pack for a trip.
<b>1500</b>	Log and NMFS Issued gear	Tania Lewandowski Tyler Staples	Issuance of NEFOP logs. LF Strips, age structure envelopes (and zip bags), depth sticks, Letters of Introduction.
<b>1515</b>	Mentor Times	Training Staff	Mentoring schedule will be made for a one-on-one program debrief for all successful trainees.
	NEFOP Graduation		

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 16</b> Tuesday	<b>December 20, 2016</b>		<b>Tech Park:</b> Training Room
<b>HOMEWORK DUE:</b>			
0800	Longline Fisheries Overview	Jack Wilson	Introduction of longline fisheries and coverage within NEFOP.
0815	Longline Fisheries Gear Log Gear Workshop Haul Log Sampling Protocols	Jack Wilson	Instruction includes correct protocols for properly sampling/observing various longline fisheries. Instruction includes a longline gear workshop.
1030	Incidental Takes in LL Fisheries Overview	Lisa Wilt Stephanie Petrus	ID review of commonly encountered species and procedures on how to manage an incidental take scenario while observing in a longline fishery.
1045	Fish ID and Review	Jack Wilson Megg Ketch	Digital ID of fish species often encountered in longline fisheries. Opportunity to review for exam.
1100	Longline Fisheries Exam	Staff	
1215	<b>LUNCH</b>		
1300	Return Feedback Forms	Tania Lewandowski	
1300		<i>GUEST SPEAKER??</i>	TBD
1330	How Observer Data is Used	Debra Duarte	How observer data is being used in fishery science and management.
1415	Longline Exam Review	Jack Wilson	Exam review and Q and A session.
1500	DeLorme InReach Explorer	Erin Kupcha Charles Dunlap	Issuance and instruction on the use of the DeLorme InReach Explorer unit for safety and emergency communication'
	Graduation		