**Annual Updates for the NCA Fish Distribution Indicators**

**Step 1. Acquire new data**

* Alaska Fisheries Science Center: download from http://www.afsc.noaa.gov/RACE/groundfish/survey\_data/data.htm
* Northwest Fisheries Science Center: submit a data request form to Beth Horness (see example) for the West Coast Groundfish Bottom Trawl Survey.
  + *We are requesting the Trawl Sample Characteristics (including fields for survey, survey cycle, vessel, cruise leg, stratum, trawl ID, trawl date, trawl time, latitude, longitude, depth, stratum, duration, swept area, bottom temperature, and surface temperature) and Catch Data (including fields for trawl ID, species, biomass, and count) for the consistently surveyed area from 2003 to the present for all identified species (both fish and invertebrates) of the West Coast Groundfish Bottom Trawl survey, as conducted by the NWFSC. Only the trawl operations acceptable for fisheries assessment are required. Only the trawl samples taken from areas of consistent probability of station selection are needed. The data will ideally be provided as two flat files in .CSV format (Hauls and Catch).*
* Gulf of Mexico SEAMAP: download Microsoft Access database (or, preferably, CSV outputs) from http://seamap.gsmfc.org/ or email Jeff Rester for .CSV outputs
* Northeast U.S.: email Jon Hare or Sean Tracey for latest .RData file

**Step 2. Upload to website**

* Rename files as needed
* Upload at [http://oceanadapt.rutgers.edu/login/](http://oceanadapt.marine.rutgers.edu/login/" \t "_blank)
  + datavis, pinsky
* Prompt Lucas Marxen to re-run the analysis scripts
* Make sure it all worked