FW4133: Annual Report

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XX May 2015

# Executive summary

This is where the executive summary goes. The executive summary is a short section that summarizes a report or document. It is similar to an abstract, but differs in the fact that abstracts are at most 300 words, and an executive summary can exceed 300 words and takes as many words as necessary to summarize the report.

# Introduction

This is where the introduction goes. The first couple of paragraphs should cover relevant background information, such as the species or species being evaluated, importance of the species (e.g., recreational, commercial). It can also contain relevant information on the biology of the species. The last paragraph of the introduction should always tell the reader a brief overview of what you are doing and the objectives of your study or analysis.

# Methods

## Study area

This section describes where the data were collected. It needs to provide the reader with sufficient background on the system and location. This is important so that the reader can evaluate whether results from your study may be comparable to the reader’s system. Do note the use of the ‘header 2’ format for “Study area” in all italics. This is the American Fisheries Society convention.

## Data collection

This section describes how the data were collected. This will be a short section for the case of this report because you are being provided data.

## Data analysis

This section describes how the data were analyzed. For example if you fit a catch curve to some data you would need to describe how you did it so that the reader can fully replicate the methods.

# Results

This is where the results of the analysis go. These paragraphs should roughly correspond to the paragraphs in the methods. The first paragraph typically describes the data collected. These descriptions include means, minimum, maximums, numbers of fish, and so on. The objective of this paragraph is to sufficiently report the data so a reader can determine whether or not their data is comparable.

This paragraph should link up to the next paragraph in the methods and so on.

# Discussion

The discussion paragraphs generally follow the results. The first paragraph is generally broad, speaking to general patterns or conclusions and what was learned by the study. The following paragraphs track closely with results with each paragraph generally corresponding to a results paragraph. The results are discussed in the context of what is known or found in the existing literature.

# References

This is where the references go.

# Figures

C:\Users\mcolvin\Documents\projects\Bull Trout\analysis\figures\figure_0_2_adultSurival.wmf

Figure 1. This is a figure caption. It should describe the figure. It should also contain information on the location where the data was collected.

# Tables

Table 1. This is a table caption. It should describe the table and any abbreviations. It should also contain information on the location where the data was collected. Note the formatting. This is AFS convention.

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| --- | --- | --- |
| Column name 1 | Column name 2 | Column name 3 |
| Site a |  |  |
| Site b |  |  |
| Site c |  |  |
| Site d |  |  |
| Site e |  |  |