****

U.S. Department of Commerce | National Oceanic and Atmospheric Administration | National Marine Fisheries Service | Pacific Islands Fisheries Science Center

Month, Year

Title

**Title**

Authors1,

1 Pacific Islands Fisheries Science Center  
National Marine Fisheries Service  
1845 Wasp Boulevard  
Honolulu, HI 96818

2 Other affiliation, if applicable  
Parent organization  
12345 Name Street  
City, ST 12345

NOAA Data Report DR-##-#

[Month] [Year]



U.S. Department of Commerce

Jeremy Pelter, Acting Secretary of Commerce

National Oceanic and Atmospheric Administration  
Vice Admiral Nancy Hann, Deputy Under Secretary for Operations Performing the Duties of Under Secretary of Commerce for Oceans and Atmosphere and NOAA Administrator

National Marine Fisheries Service  
Emily Menashes, Acting Assistant Administrator for Fisheries

**Acknowledgements**

*Delete this text. Yellow highlight indicates things required by the author to complete. Green highlight indicates things required by the editor/librarian to complete.*

[Delete this paragraph if no acknowledgements are needed, do not delete subsequent information] Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci.

Mention throughout this document to trade names or commercial companies is for identification purposes only and does not imply endorsement by the National Marine Fisheries Service, NOAA.

Cover photo: [describe the photo]. Photo credit: NOAA Fisheries / [Name of photographer, optional, delete if not necessary].

Edited by [First name] [Last name]

**Recommended citation**

Author, A. A., Author, B. B., & Author, C. C. (Year). *Title in sentence case*. NOAA Pacific Islands Fisheries Science Center. DR-xx-xx. doi:10…

*Delete this text. Please go to File > Properties > Title > insert the title of this document > Save*

**Copies of this report are available from**

Pacific Islands Fisheries Science Center  
National Marine Fisheries Service  
National Oceanic and Atmospheric Administration   
1845 Wasp Boulevard, Building #176  
Honolulu, Hawaiʻi 96818

**Or online at**

<https://repository.library.noaa.gov/>

# Table of Contents

*Delete this text after completion.* To auto-generate the table of contents, highlight the table of contents and click “Update Table” in the top-left corner. If you want Headings 3 visible in the ToC, or if you don’t want Headings 2 visible: go to References > Table of Contents > look at the bottom of the drop-down menu and click “Custom Table of Contents” > keep everything the same except increase or decrease “levels”; to show more headings: show three levels; to show less headings: show two levels > click “Yes” on the pop-up asking to replace TOC. Make sure the new TOC have the dotted lines.

[Table of Contents i](#_heading=h.30j0zll)

[List of Tables ii](#_heading=h.147n2zr)

[List of Figures iii](#_heading=h.3o7alnk)

[Executive Summary iv](#_heading=h.23ckvvd)

[Introduction 1](#_heading=h.ihv636)

[Section I: Title 2](#_heading=h.32hioqz)

[Subheading 2](#_heading=h.1hmsyys)

[Section II: Title 4](#_heading=h.2grqrue)

[Subheading 4](#_heading=h.vx1227)

[Section III: Title 6](#_heading=h.3fwokq0)

[Subheading 6](#_heading=h.1v1yuxt)

[Acknowledgments 8](#_heading=h.4f1mdlm)

[Literature Cited 9](#_heading=h.2u6wntf)

[Appendix 10](#_heading=h.19c6y18)

# List of Tables

*Delete this text after completion. To update the pre-inserted List of Tables (note: since there are no properly formatted figures present in the document, the list shows up as “No table of figures entries found”): highlight the table > go to References > Captions > click “Update Table” > click “update entire table”.*

*If you need to auto-generate a new List of Tables: go to the References tab > Captions > insert Table of Figures > check “Caption Label” is set to “Figures” in the pop-up menu > press “OK”. Do this process after figures have been inserted into document. If your captions are not auto-generating, ensure you have followed proper steps for inserting captions found on pages b and c.*

**No table of figures entries found.**

# List of Figures

*Delete this text after completion. To update the pre-inserted List of Figures (note: since there are no properly formatted figures present in the document, the list shows up as “No table of figures entries found”): highlight the table > go to References > Captions > click “Update Table” > click “update entire table”.*

*If you need to auto-generate a new List of Figures: go to the References tab > Captions > insert Table of Figures > check “Caption Label” is set to “Figures” in the pop-up menu > press “OK”. Do this process after figures have been inserted into document. If your captions are not auto-generating, ensure you have followed proper steps for inserting captions found on pages b and c.*

**No table of figures entries found.**

# Executive Summary

*Delete this text. Need formatting help? Go to the* [*Report Types and Templates*](https://sites.google.com/noaa.gov/pifsc-intranet/publications-station/templates-and-report-types) *section of the Publications Station for guidance, or email* [*pic.editorialservices@noaa.gov*](mailto:pic.editorialservices@noaa.gov)

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

# Introduction

*Delete this text. Need formatting help? Go to the* [*Report Types and Templates*](https://sites.google.com/noaa.gov/pifsc-intranet/publications-station/templates-and-report-types) *section of the Publications Station for guidance, or email* [*pic.editorialservices@noaa.gov*](mailto:pic.editorialservices@noaa.gov)

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

# Section I: Title

*Delete this text. Each section can be used for things like Methods, Results, Discussion, etc. This is meant to be a versatile template to fit the needs of your report.*

*Need formatting help? Go to the* [*Report Types and Templates*](https://sites.google.com/noaa.gov/pifsc-intranet/publications-station/templates-and-report-types) *section of the Publications Station for guidance, or email* [*pic.editorialservices@noaa.gov*](mailto:pic.editorialservices@noaa.gov)

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

## Subheading

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

### Additional Subheading

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

#### Additional Subheading Two

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus.

*Non-Heading Emphasis One*

Non-Heading Emphasis Two

Block quote, no need for quotation marks, include in-text citation in the block of text.

# Section II: Title

*Delete this text. Each section can be used for things like Methods, Results, Discussion, etc. This is meant to be a versatile template to fit the needs of your report.*

*Need formatting help? Go to the* [*Report Types and Templates*](https://sites.google.com/noaa.gov/pifsc-intranet/publications-station/templates-and-report-types) *section of the Publications Station for guidance, or email* [*pic.editorialservices@noaa.gov*](mailto:pic.editorialservices@noaa.gov)

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

## Subheading

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

### Additional Subheading

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus.

#### Additional Subheading Two

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus.

*Non-Heading Emphasis One*

Non-Heading Emphasis Two

Block quote, no need for quotation marks, include in-text citation in the block of text.

# Section III: Title

*Delete this text. Each section can be used for things like Methods, Results, Discussion, etc. This is meant to be a versatile template to fit the needs of your report.*

*Need formatting help? Go to the* [*Report Types and Templates*](https://sites.google.com/noaa.gov/pifsc-intranet/publications-station/templates-and-report-types) *section of the Publications Station for guidance, or email* [*pic.editorialservices@noaa.gov*](mailto:pic.editorialservices@noaa.gov)

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

## Subheading

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.

### Additional Subheading

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus.

#### Additional Subheading Two

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus.

*Non-Heading Emphasis One*

Non-Heading Emphasis Two

Block quote, no need for quotation marks, include in-text citation in the block of text.

# Literature Cited

*Delete the informative text and the examples.*

Style: Literature

Literature citations in PIFSC publications use APA 7th edition. Failure to populate citations in this format may result in the manuscript being returned to you, causing delay in its clearance.

**Links must be hyperlinked.**

EndNote users: make sure your platform is set to APA before producing your citations! The PIFSC Publications intranet page has a guide for downloading and using EndNote, which is available to all PIFSC staff as a part of the Microsoft bundle (you may need to reach out to IT for support in downloading).

Please note: **EndNote is the preferred platform of PIFSC and some journals for creating citations.** Journals like Nature may even require the use of EndNote to produce citations. EndNote is free to all NOAA staff and we highly recommend using it over any other citation generation platform.

Soto, C. J., & John, O. P. (2017). The next big five inventory (BFI-2): Developing and assessing a hierarchical model with 15 facets to enhance bandwidth, fidelity, and predictive power. Journal of Personality and Social Psychology, 113(1), 117-143. <http://dx.doi.org/10.1037/pspp0000096>

Nguyen, T., Carnevale, J. J., Scholer, A. A., Miele, D. B., & Fujita, K. (2019). Metamotivational knowledge of the role of high-level and low-level construal in goal-relevant task performance. *Journal of Personality and Social Psychology, 117*(5), 879-899. <http://dx.doi.org/10.1037/pspa0000166>

Pegion, K., Kirtman, B. P., Becker, E., Collins, D. C., LaJoie, E., Burgman, R., Bell, R., DelSole, R., Min, D., Zhu, Y., Li, W., Sinsky, E., Guan, H., Gottschalck, J., Metzger, E. J., Barton, N. P., Achuthavarier, D., Marshak, J., Koster, R., . . .  Kim, H. (2019). The subseasonal experiment (SubX): A multimodel subseasonal prediction experiment. *Bulletin of the American Meteorological Society*, *100*(10), 2043-2061. <https://doi.org/10.1175/BAMS-D-18-0270.1>

Bureau of International Organization Affairs. (2018). *U.S. contributions to international organizations, 2017* [Annual report]. U.S. Department of State.   
<https://www.state.gov/u-s-contributions-to-international-organizations/>

Appendix (optional, delete if not used)

*Delete this text. Need formatting help? Go to the* [*Report Types and Templates*](https://sites.google.com/noaa.gov/pifsc-intranet/publications-station/templates-and-report-types) *section of the Publications Station for guidance, or email* [*pic.editorialservices@noaa.gov*](mailto:pic.editorialservices@noaa.gov)

Sed ac facilisis urna, porta finibus enim. Nullam eleifend mauris eu convallis commodo. Sed rutrum varius arcu id hendrerit. Pellentesque laoreet eget lorem sed cursus. Mauris ut metus sed nulla maximus cursus non ut lorem. Praesent eget ullamcorper est, non ornare diam. In tempus lectus venenatis, venenatis augue ac, sodales ex.

Morbi tempus, lorem a malesuada consequat, mi magna mollis ligula, quis aliquam erat sem in erat. Quisque at libero vel massa tempor aliquam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Nunc semper tincidunt semper. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae; Cras nunc leo, iaculis eget purus eu, gravida varius purus. Duis suscipit nulla rhoncus, feugiat magna et, aliquet orci. Nulla ut laoreet ex, egestas placerat orci. Fusce in nisi eget velit hendrerit egestas. Praesent feugiat eros eros, eu vestibulum mauris consectetur nec. Nunc euismod, orci vitae rutrum placerat, metus leo vestibulum ante, at volutpat dolor diam facilisis eros. Praesent eu gravida lacus. Sed id ornare eros, eu volutpat tortor. Sed in sem sit amet neque semper vehicula vel ac mauris. Vivamus sit amet lacinia ante.