

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 1</b> <b>Monday</b>	<b>July 22, 2019</b>		<b>Tech Park:</b> Training Room/Fish Lab
<b>HOMEWORK DUE: Dispute Resolution Survey (in welcome packet)</b>			
<b>0800</b>	Training Overview/ General Housekeeping Introductions/Training Standards/Data Confidentiality	Tania Lewandowski	General housekeeping and emergency procedures. Program Standards. Building security procedure.
<b>0915</b>	Industry Funded Scallop Program Introduction	Chad Keith	Overview of IFS Program and Fisheries Sampling Branch organization. Explains the important role of observers within US fisheries.
<b>0945</b>	Introduction to Observing in the Scallop Industry	Jack Wilson/Alex Post	Overview of the scallop industry and introduction on how to observe it.
<b>1030</b>	<u>Electronic Data Collection Part 1</u> Issue Android Tablet, In-Reach, Digital Camera Instruction FSB Web Portal Reference Materials	Erin Kupcha Charles Dunlap Jim Finnegan Russ Blanc Support: Jack Wilson	Issuance of an Android tablet, In-Reach, digital camera, sign issuance checklist. FSB web portal overview. Review all electronic reference materials.
<b>1130</b>	Fish ID In Class Session SVP Session	Jack Wilson	Highlight Northeast fish species in a classroom setting and overview of the Species Verification Program (SVP).
<b>1200</b>	Training Survival Skills	Training Staff	Tips on how to approach certification training successfully. Overview of the Skills Self Checklist.
<b>1215</b>	<b>LUNCH (Gear from providers Support: Jack Harrington)</b>		
<b>1315</b>	Security Packages Overview (Jenn O'Connell) inReach & digital camera issuance (Charles Dunlap) NOAA E-Mail Overview (Erin Kupcha) Station 1: Fingerprinting Station 2: Digital ID Pictures Station 3: : Create NOAA email and upload account Station 4: Security paperwork End of session: Gear Issuing	Jenn O'Connell Tania Lewandowski TBD(prints) Charles Griffin Diana Cowan Erin Kupcha Charles Dunlap Jack Harrington	Issuance of fingerprint cards, instruction on how to properly complete security packages.  All individuals will be fingerprinted as a part of the mandatory federal background check, create NOAA e-mail account, and be issued gear.
<b>1515</b>	<u>Fish ID Lab 1</u>	Diana Janda Tori Oriole Jack Wilson Alex Post	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:** Fish ID Assessment (Due Day 5)

**Readings:** Operations Manual: Introductory section p. 2 – 6, Scallop section p. 76 – 82 Geographical and Statistical Areas p. 17 – 18

Data Entry Manual: Vessel and Trip Log p. 8 – 12

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 2</b>	<b>July 23, 2019</b>		
Tuesday	<i>Safety Training</i>		<b>Tech Park:</b> Training Room
<b>Homework Due: Intro to Observing</b>			
<b>Bring for Class Beginning: Immersion suits with attachments (strobe, whistle, mirror, PLB), PFD, packed lunch</b>			
0730	Fish Self-Assessment 1	Training Staff	
0800	Introduction to Offshore Marine Safety Program	Jenna Rockwell Kara Gross	Overview of the NEFOP Safety Program.
0830	Offshore Marine Safety Training	Jenna Rockwell Dave Cangarl	Preparing for the Job Survival Kits Preparation for the Emergency: 7 Steps to Survival Lifesaving Equipment
1200	<b>LUNCH Bring a Packed Lunch</b>		
1245	Offshore Marine Safety Training	Jenna Rockwell Dave Cangarl	Fire Safety & Prevention Fire & Signals Hands on Demonstration USCG Dewatering Pump + USCG Swimmer Distress Signals Proper Attire: <ul style="list-style-type: none"> <li>• Closed toed shoes</li> <li>• Long pants</li> <li>• Personal protective equipment (provided)</li> </ul>
1730	Day 1 ReCap and Prep	Jenna Rockwell	Skills checklist and preparation for next day.

**Readings:** Training Binder : Data Entry Manual PTVSC p. 2 – 3

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 3</b> Wednesday	<i>Safety Training</i>	<b>July 24, 2019</b>	Tech Park: Training Room Mass Maritime Academy Pool: Wareham, MA
<b>Bring listed items for pool session in morning.</b>			
0800	Offshore Marine Safety Training	Jenna Rockwell Dave Cangarl	Distress Signals Cold Water Near Drowning At-Sea Emergencies <ul style="list-style-type: none"> <li>• POB</li> <li>• Flooding &amp; Damage Control</li> <li>• Abandon Ship and ditch kits</li> </ul>
1100	<b>LUNCH Bring a Packed Lunch</b>		
1145	Leave for Mass Maritime Pool	<u>GOV Drivers:</u> Kara Gross Alex Post Kristy Gustafson	
1200	<b>Water Session</b>	Jenna Rockwell Dave Cangarl Kara Gross Alex Post Kristy Gustafson	Swim skills, immersion suits, life raft, PFDs <u>What to Bring: (Change at Tech Park)</u> <ul style="list-style-type: none"> <li>• Bathing suit and Towel</li> <li>• T-shirt and long pants to get into the pond</li> <li>• Additional dry change of clothes</li> <li>• PFD</li> <li>• Immersion Suit</li> </ul>
1530	Return to Tech Park		Rinse PDF and immersion suit and hang gear in warehouse.
1545	Offshore Marine Safety Training	Jenna Rockwell Dave Cangarl	Station Bills
1730	Safety Recap & Conclusion	Jenna Rockwell	Skills checklist.
<b>HOMEWORK ASSIGNMENT:</b>			
<b>Readings:</b> <u>Operations Manual: Catch Estimation</u> p. 115 – 125			
<u>Data Entry Manual: Fish Disposition Codes</u> , p. 241 – 242			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 4</b> <b>Thursday</b>	<b>July 25, 2019</b>		
	<i>Data Collection/Geo-Stat Area/V&amp;T/Catch Est. Intro./Fish Lab 2</i>		<b>Tech Park:</b> Training Room and Fish Lab
<b>HOMEWORK DUE: Intro to Logs and Data Collection</b>			
0800	<u>Fish ID Lab 2</u>	Tori Oriole Jack Wilson Diana Janda Alex Post	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>
1030	Safety Checklist <ul style="list-style-type: none"> <li>• USCG Vessel Safety Exam Decal</li> <li>• EVIC Card</li> <li>• Safety Deficiency Reports</li> </ul>	Ken Keene	Detailed checklist required prior to deployment on a fishing vessel. Procedures observers must take when vessel safety is not properly met. Fill out mock safety checklist.
1215	<b>LUNCH - Mentoring</b>		
1315	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.
1415	Simulated Safety Checklist	Ken Keene Alex Post	Practice completing a safety checklist and issuing an EVIC and SDR.
1445	Health and Wellness Session I	Alex Post	Instructional session on various health and wellness topics one can encounter while observing
1515	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>	Tori Oriole Jack Wilson Diana Janda	Introduce issued reference manuals: Operations Manual, Data Entry Manual, On Deck Reference Guide
1530	Trip Formatting and Page Numbering	Jack Wilson	Instruction on how to number and submit a trip.
1600	Fish ID Self-Assessment 2	Training Staff	

**HOMEWORK ASSIGNMENT:**Intro to Observing (Due Day 4), Intro to Logs and Data Collection (Due Day 5)

**Debrief of the Day (DOD) :**

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 5</b> Friday	<b>July 26, 2019</b>		<b>Tech Park:</b> Training Room
<b>Homework Due: Signed Safety Memo, Fish ID Assessment HW, IT Security Awareness Course</b>			
0730	Fish Self-Assessment 3	Training Staff	
0800	Data Collection Overview	Tori Oriole	What happens to the observer data that is collected.
0830	Catch Estimation Part 1 <ul style="list-style-type: none"> <li>Introduction</li> </ul>	Diana Cowan	Introduction the Catch Estimation Program; includes basic program concepts and ideas to establish a foundation.
0900	Geographical and Statistical Areas	Diana Cowan	An overview of the geographical and statistical areas. Observer will learn how to use charts to plot positions.
1000	Observer Duty Sheet and Industry Feedback Documents	Tori Oriole	Logs and documents that explain observer duties, options on how fishermen can voice their opinions and concerns about fishing operations, and offer fishermen information about a trip. Documents include: Observer Duty Sheet, Fisherman's Comment Log, Data Release Form, and Fisherman's Comment Card.
1030	Vessel and Trip Log	Jack Wilson	Introduction to Vessel & Trip Log.
1230	<b>LUNCH – Flip Immersion Suites</b>		
1330	<u>Electronic Data Collection Part 2</u> Introduction to OASIS App	Jack Wilson Support: Charles Dunlap	Introduction to OASIS, setting credentials.
1400	Fish Disposition Codes	Tori Oriole Support: Training Staff	Instruction on how to record why species are kept or discarded.
1545	Safety Exam Review	Alex Post	Preparation for safety exam/practical.
1615	Fish ID Review (classroom)	Training Staff	Students will review all fish species. An open ended review session and will be available as long as needed.
<b>HOMEWORK ASSIGNMENT:</b> Disposition Code Homework (Due Day 6), <b>Readings:</b> <u>Training Binder</u> : Oct 2017 Safety Memo (*Sign and return one copy!*) <u>Data Entry Manual</u> PTVSC p. 2 – 3 <b>DOD:</b>			

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
<b>DAY 6</b> Monday	<i>Safety Exam/Catch Est. 2/Fish ID Review</i>	<b>July 29, 2019</b>	<b>Tech Park:</b> Training Room
<b>HOMEWORK DUE: Disposition Code HW</b>			
0745	Get immersion suites from warehouse		
0800	<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: Life Raft Launch and Hydro</li> <li>Station 3: Mayday Call</li> </ul> </li> </ul>	Kara Gross Alex Post Zack Fyke TBD TBD	Safety practical includes hands on and written evaluation of candidates safety techniques. Note: A minimum of 85% is required to pass the Safety Certification Program. Station locations, classroom, and conference room.
0930	<u>Catch Estimation Program Part 2</u> Subsampling to Catch Weights <ul style="list-style-type: none"> <li>Intro. To Catch Estimation</li> <li>Scale Use</li> <li>Estimation Methods</li> <li>Catch Estimation Worksheet</li> </ul>	Jack Wilson Diana Janda Tori Oriole  Support: Debra Duarte	Students will learn about the approved FSB catch estimation methods and how to record calculations on the Catch Estimation Worksheet.
1245	<b>LUNCH</b>		
1345	<u>Catch Estimation Program Continued</u> Subsampling to Catch Weights <ul style="list-style-type: none"> <li>Volume-to-Volume Workshop</li> </ul>	Jack Wilson Diana Janda Tori Oriole  Support: Debra Duarte	Actual application of taught catch estimation theories are exercised during a classroom workshop. Class will split to groups, one in classroom, second in conference room.
1445	Homework Reviews	Staff	
1500	Fish ID Review	Training Staff	Students will review all fish species. This is an open ended, hands-on review session.
<b>HOMEWORK ASSIGNMENT:</b> Volume to Volume Homework (Due Day 8), Study for Fish ID Exam <b>Readings:</b> <u>Operations Manual: Incidental Take</u> p. 92 – 112 <u>Data Entry Manual: Scallop Dredge Gear Log</u> p. 132 Support: Debra Duarte			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 7</b> <b>Tuesday</b>	<b>July 30, 2019</b>		<b>Tech Park:</b> Training Room , Conference Room
	<b>HOMEWORK DUE:</b>		
<b>0800</b>	<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> <i>BOTH exams require an average score of 85% with a minimum of 80% on each section successfully pass NEFOP certification.</i>	Training Staff	<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>1000</b>	Scallop Dredge Gear Log	Jack Wilson	Instruction on how to correctly complete the scallop gear log. Presentation on the proper use of calipers. Gear measurements on dredge.
<b>1130</b>	Scallop Dredge Gear Log Workshop	Jack Wilson	Hands-on workshop on how to properly take and record scallop gear characteristics.
<b>1215</b>	Deep Sea Coral Identification	Tania Lewandowski	Instruction on deep sea coral identification and sampling/reporting protocols.
<b>1245</b>	<b>LUNCH</b>		
<b>1315</b>	Marel Scales	Steven LaForge Ricky Chidsey	Introduction to Marel Scales. How to properly operate, calibrate, and maintain Marel Scales. Location: classroom and conference room.
<b>1415</b>	Sea Bird Identification	Johanna Pedersen Stephanie Petrus	Classroom presentation of seabird identification with accompanying lab and hands-on quiz.
<b>1545</b>	Sea Turtle Identification	Johanna Pedersen Stephanie Petrus	Candidates are instructed on identifying characteristics of sea turtles they may encounter while observing. Classroom instruction is followed by a hands-on lab with turtle specimens.
<b>HOMEWORK ASSIGNMENT:</b> Finish Scallop Dredge Gear Log Workshop, Scallop Scenario HW (Due Day 11) <b>Readings:</b> <u>Operations Manual:</u> Length Frequencies, Age Structures, and Scallop Sampling p. 147 – 153 <u>Data Entry Manual:</u> Common Haul Log Data p. 25 – 27, Scallop Dredge Haul Log p. 136, Sighting Log p. 171 – 172, Animal Condition Codes p. 248, Length Frequency Log p. 186 <b>On-Deck Reference Guide:</b> Scallop Sampling Priorities p. 23 – 24			
<b>DOD:</b>			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 8</b> <b>Wednesday</b>	<b>July 31, 2019</b>		<b>Tech Park:</b> Training Room and Fish Lab
	<b>HOMEWORK DUE: Scallop Dredge Gear Log Workshop, Volume to Volume HW</b>		
0800	Scallop Dredge Haul Log	Jack Wilson	How to correctly complete a Scallop Dredge Haul Log.
0945	<u>Fish Biological Sampling Workshop</u> Part 1 : Biosampling (Classroom): Length Frequency Log Scallop Sampling	Tori Oriole  Support: Training Staff	Introduction to biological sampling gear (measuring board, knife safety length frequency strips, scales, ODRG) and how to record lengths of priority species..
1130	Marine Mammal Identification and Sampling	Stephanie Petrus Johanna Pedersen	Classroom instruction on marine mammal identification, behavioral characteristics and sampling (pinnipeds, cetaceans).
1300	<b>LUNCH</b>		
1400	Safety Exam Feedback Attachment of Safety Gear	Kara Gross Alex Post Jack Harrington Zach Fyke	Review safety exam. Add attachments to issued immersion suit and PFD. <b>What to bring:</b> <ul style="list-style-type: none"> <li>• Immersion suit</li> <li>• PFD</li> <li>• All attachments</li> </ul>
1430	Incidental Take Protocol Session	Stephanie Petrus Johanna Pedersen	Classroom instruction on how to properly record encountered incidental takes. Inc take upload.
1530	Animal Condition Codes, Entanglements, Sighting Log	Stephanie Petrus Johanna Pedersen	Recognizing various animal conditions and entanglement situations, and how to properly record a protected species sighting.

**HOMEWORK ASSIGNMENT:** Program Comprehension Assessment (Due Day 9), Protected Spp. Lab Sheets

**Readings:**

Operations Manual: Individual Animals p. 146 – 147, Crustacean Sampling p. 155 – 162,

Data Entry Manual: Individual Animal Log p. 179 – 180, Crustacean Log p. 211

On-Deck Reference Guide: Individual Animal Sampling p. 33 – 36

**DOD:**

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 9</b> <b>Thursday</b>	<b>August 1, 2019</b>		
	<b>Biosamp Workshop/Off-Watch/Scallop Sampling 2/ Protected Spp Lab Electronic Data 3 and 4</b>		<b>Tech Park:</b> Training Room, Fish Lab <b>Quisset Campus:</b> MMR WHOI, Woods Hole, MA
<b>HOMEWORK DUE: Program Comprehension Assessment</b>			
<b>0800</b>	<u>Fish Biological Sampling Workshop</u> Part 2 : Biosampling Lab (Fish Lab): Introduction to Biosampling Length Frequency Workshop Age Structure Workshop	Tori Oriole Diana Janda Jack Wilson Alex Post	Practical instruction in the safe removal of age structure samples and how to store and ship them.
<b>0930</b>	Scallop Off-Watch Log	Diana Janda	How to properly record off-watch events.
<b>1000</b>	Scallop Sampling Part 2	Jack Wilson Lacey Bluemel	Instruction on less common, potentially challenging sampling scenarios. Gray meats, nematodes.
<b>1100</b>	<u>Electronic Data Collection 3</u>	Diana Janda Jim Finnegan Charles Dunlap	Using OBPRELIM to upload mock dredge trip and media upload. Digital camera instruction.
	<u>Electronic Data Collection 4</u> OBPRELIM Trip 982 and Media Upload	Support: Erin Kupcha Jack Wilson	What to bring: ●Charged Android tablet and digital camera
<b>1155</b>	Directions to MRF	Alex Post	
<b>1200</b>	<b>LUNCH</b>		
<b>Group 1</b> <b>1300-1500</b> <b>Group 2</b> <b>1515-1715</b>	<u>Session 1: WHOI, MRF Lab, Woods Hole</u> Protected Species Sampling Workshop	Stephanie Petrus Johanna Pedersen Alex Post Greg Early	Hands-on incidental take sampling procedures to turtle, bird, pinniped, and cetaceans in lab setting.  What to Bring: • Note taking paper & Pencil • Closed toes shoes (boots), Grunden bibs • Protected Spp Lab HW (filled out)
	<u>Session 2: WHOI, MRF Room 204, Woods Hole</u> Individual Animal Log Reporting Tagged Fish Shark ID/Ray ID Crustacean Log/Workshop Homework reviews	Joe Mello Ben Church Diana Janda Jack Wilson Tori Oriole	Candidates receive shark ID, and how to properly use the IAL and enter IAL information into ASM.  What to Bring: • Note taking paper & Pencil
<b>HOMEWORK ASSIGNMENT:</b> Length Frequency Homework (Due Day 10), Scallop Scenario (Due Day 12), Protected Species Sampling Workshop (Due Day 10)			
<b>Readings:</b> <u>Operations Manual:</u> Deckloading p. 127 – 130			
<b>Data Entry Manual:</b> Trawl Gear Log p. 82 – 84, Scallop Trawl Gear Log p. 122, Scallop Trawl Haul Log p. 126, Discard Log p. 205 – 206,			
<b>On-Deck Reference Guide:</b> Conveyor Strategies p. 25			

DOD: TBD

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 10</b> Friday	<b>August 2, 2019</b>		<b>Tech Park: Training Room</b>
	<i>Catch Est 2/Scallop Trawl/Discard Log/Conveyors/Inc Take Review</i>		
<b>HOMEWORK DUE: Length Frequency HW, Protected Species Sampling Workshop</b>			
0800	<u>Catch Estimation Program - Part 3</u> Deckloading and Cumulative Sum	Jack Wilson Diana Janda Tori Oriole Alex Post Support: Debra Duarte	Instruction on how to sample and record deckloaded hauls. Class time will also be spent on completing workshop assignment.
1145	<b>LUNCH</b>		
1230	“Uses of Observer Data in Scallop Assessment, Management, and Research”	Dvora Hart Ph.D. Support: Tania Lewandowski	Research scientist from NEFSC Population Dynamics Branch presents on the importance of observer data and the scallop fishery.
1315	Introduction to Scallop Trawl Gear	Diana Janda	How to observe and record a scallop trawl trip.
1415	Scallop Trawl Gear Log	Diana Janda	Instruction on how to complete a Scallop Trawl Gear Characteristics Log
1515	Scallop Trawl Haul Log	Diana Janda	How to properly complete a scallop trawl haul log.
1530	Discard Log	Diana Janda	Use of the discard log.
1545	Conveyor Protocols	Jack Wilson	How to observe conveyors.
1600	Incidental Take Review Session	Stephanie Petrus Johanna Pedersen	Review session to prepare for Incidental Take Exam.

**HOMEWORK ASSIGNMENT:** Deckloading And Cumulative Sum Homework (Due Day 12), Study for Inc Take Exam, inReach Emergency Use: A Case Study

DOD: TBD

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 11</b> Monday	<b>August 5, 2019</b>		<b>Tech Park:</b> Training Room
	<i>Inc Take Exam/Scallop Trip Prep/ Debriefers/Guest Speaker/Meet Obs/ Incident reports/At-Sea-Comms/ Electronics 5</i>		
	<b>HOMEWORK DUE: Scallop Scenario HW</b>		
<b>0800</b>	<b>Incidental Take Exam and Practical</b>	Stephanie Petrus Johanna Pedersen	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 IFS Observer Certification Program Practical session focuses on species ID and sampling protocols.(hands on session)
<b>1030</b>	Scallop Trip Preparation	Tania Lewandowski	Overview of training trip: what to bring, times and location will be reviewed to prepare for training trip.
<b>1100</b>	Debriefing and Editing Overview Meet Your Debriefers	Joe Mello Debriefing Staff	Class is instructed on the debriefing and editing process. Informal one-on-one meetings with their assigned debriefer.
<b>1130</b>	<b>LUNCH</b>		
<b>1230</b>	“Meet an Observer”	TBD	Meet an observer working in the scallop fishery.
<b>1315</b>	Incident Reporting and Scenario Incident Scenario Discussion	Kristy Gustafson Support: Sara Weeks Kara Gross Alex Post	Regulation Information; Trip Refusals, Field Diary, USCG Boardings, Data Release, Comment Card, inReach. An interactive talk demonstrating the incident report process.
<b>1430</b>	At-Sea Communications	Alex Post Support: Erin Kupcha Charles Dunlap	Guidance and scenario discussion on using the inReach. Acceptable uses for the inReach and instruction.
<b>1530</b>	<u>Electronic Data Collection Part 5</u> NOAA app catalog discussion Mobile Device Management	Erin Kupcha Charles Dunlap Jim Finnegan	Discuss approved NOAA app catalog and mobile device management.
<b>HOMEWORK ASSIGNMENT:</b> Conflict Resolution Preparatory Assignment (due Day 13)			
<b>Readings:</b>			

TIME	PRESENTATION/ACTIVITY	DESCRIPTION			
<b>DAY 12</b> Tuesday	<b>Scallop Training Trip</b>	<b>August 6, 2019</b> Tech Park: Training Room/New Bedford, MA			
<b>HOMEWORK DUE: Deckloading And Cumulative Sum HW, Conflict Resolution Main Theme Discussion</b>					
0530	<b>Scallop Vessel Training Trip</b> Rain Date: August 7 Class will meet at Tech Park by 0500	<b>F/V Celtic</b> Lead: Jack Wilson Assistant: Tori Oriole  <b>F/V Incentive</b> Lead: Alex Post Assistant: Diana Janda Backup:  Shore/Classroom Support: Tania Lewandowski, Charles Dunlap, Jim Finnegan  Additional directions for day's events will be provided.			
<table border="0" style="width: 100%;"> <tr> <td style="width: 33%; vertical-align: top;">                     What to bring:  <u>Safety Gear:</u> <ul style="list-style-type: none"> <li>• Survival Suit with all attachments</li> <li>• PFDs (must be worn throughout trip)</li> </ul> <u>Personal Gear:</u> <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> </td> <td style="width: 33%; vertical-align: top;"> <u>Work Gear:</u> <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> <li>• Manuals</li> <li>• <u>Charged</u> Camera</li> </ul> </td> <td style="width: 33%; vertical-align: top; text-align: center;">                     Drivers: Training Staff                 </td> </tr> </table>			What to bring: <u>Safety Gear:</u> <ul style="list-style-type: none"> <li>• Survival Suit with all attachments</li> <li>• PFDs (must be worn throughout trip)</li> </ul> <u>Personal Gear:</u> <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>	<u>Work Gear:</u> <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> <li>• Manuals</li> <li>• <u>Charged</u> Camera</li> </ul>	Drivers: Training Staff
What to bring: <u>Safety Gear:</u> <ul style="list-style-type: none"> <li>• Survival Suit with all attachments</li> <li>• PFDs (must be worn throughout trip)</li> </ul> <u>Personal Gear:</u> <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>	<u>Work Gear:</u> <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> <li>• Manuals</li> <li>• <u>Charged</u> Camera</li> </ul>	Drivers: Training Staff			
<b>HOMEWORK ASSIGNMENT:</b> <b>Readings: Conflict Resolution Pre-Reading</b>					

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 13</b> Wednesday	<b>August 7, 2019</b>		<b>Tech Park:</b> Training Room
<b>Regulatory Folder/NMFS Enforcement/Obs Support Panel/Industry Rep/Trip Review/Conflict Res</b>			
<b>HOMEWORK DUE:</b> Conflict Resolution Preparatory Reading and Assignment			
0800	Observer Regulations and Resources Folder	Kristy Gustafson Sara Weeks	Regulation Information, forms and support information found in the regulatory compliance folder.
0900	Break Out Sessions	Training Staff Kristy Gustafson	Sessions discuss concerns while working in the capacity of an observer.
0930	NMFS Enforcement	Agent Tom Gaffney	NMFS Officer speaks to the class about the role of the Office of Law Enforcement in NMFS.
1015	Classroom Prep/Break	Staff	Break to set up for panel talk.
1020	Health and Wellness Session II	Alex Post	Instructional session and discussion on additional health and wellness topics one can encounter while observing
1045	Observer Support Panel	Kristy Gustafson Sara Weeks Kara Gross Zach Fyke USCG	Present during the session are members of the Observer Support team who are a part of the <i>safety culture</i> that support all observers. The panel will describe the support system that exists for observers should conflict or incident at sea arise and answer questions throughout the session.
1145	Incidental Take Exam Review	Stephanie Petrus	Review of exam and common errors made.
1200	Exam and Homework review	Training Staff	
1230	<b>LUNCH</b>		
1330	“What to look out for” Industry Representatives	Capt. Charlie Quinn Support: Tania Lewandowski	A representative of the industry will speak informally to the class and answer questions pertaining to the scallop industry.
1400	Scallop Training Trip Review	Haley Anderson TBD TBD	Review and debrief on edited class training trip. Errors will be addressed, corrections reviewed, open Q&A.
1430	Conflict Resolution	Kristy Gustafson Alex Post Zach Fyke Support: 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.
<b>HOMEWORK ASSIGNMENT:</b> Study for Final Exam, Finish Self-Skills Checklist			

TIME	PRESENTATION/ACTIVITY	PRESENTER	DESCRIPTION
<b>DAY 14</b> <b>Thursday</b>	<b>August 8, 2019</b>		<b>Tech Park:</b> Training Room
	<i>Final Exam/Gear Issuance/Mentoring/Conclusion</i>		
<b>HOMEWORK DUE: Self-Skills Checklist</b>			
<b>0800</b>	<b>FINAL EXAM</b>	Training Staff Charles Dunlap Jim Finnegan	A comprehensive examination, OBPRELIM upload, open book.  What to bring: All notes, books, manuals, charged tablet, digital camera.
<b>1200</b>	<b>LUNCH -Mentor</b>		
<b>1315</b>	NMFS Outreach	Chad Keith	An overview of outreach materials and opportunities with the IFS program.
<b>1330</b>	Trip Pre-Briefing Protocols Common Errors/Sampling Priorities	Lacey Bluemel Tyler Staples	Pre-briefs and tips on how to avoid common errors.
<b>1345</b>	Certification Trips	Liz Ouellette	Overview of certification trips.
<b>1400</b>	Data Quality and Data Evaluation	Debra Duarte	What data quality means to the program. Explanation of how data quality is evaluated in-house.
<b>1445</b>	Letters of Introduction	Tania Lewandowski	Issuance of Letters of Introduction.
<b>1445</b>	How to pack for a Trip	Training Staff	Tips on how to best prepare/pack for a trip.
<b>1500</b>	Protected Species Sampling Kit Assignment	Stephanie Petrus	Assignment of protected species sampling gear.
<b>1530</b>	Gear Issue	Tyler Staples Jack Harrington Alex Post	Additional gear and logs will be issued to graduates.
<b>1545</b>	Scallop Exam Review	Training Staff	Review of final exam with class.
	Mentor Times	Training Staff	Mentoring schedule will be made for all successful candidates.