

July 2010

“Publisher’s Note” Language to Insert in Final Reports for:

- 1) All NRCA Projects Started in the 2006-2008 Timeframe
- 2) Some Projects Started in 2009 (as needed)

NRCA projects initiated in 2006-2008 were asked to follow very informal guidance framed around a recommended Statement of Work and suggested report outline. Lessons learned from those early project efforts contributed to development of a revised set of project guidance that was posted to the NRCA Program web site during fall 2009. The guidance was revisited and updated in summer 2010 with the posting of a standard chapter 1 for use in all project reports (consistent with the fall 2009 guidance) and an updated standard report outline (version 3.1).

All NRCA projects initiated in the 2006-2008 timeframe are assumed to differ, in at least minor respects, in comparison to the revised guidance posted in 2009/2010. For various reasons, a few of the 2009 project starts may also differ from the revised guidance. **For all projects that don’t meet the 2009/2010 guidance, the following language needs to be inserted into the final reports. Ideally, this should be done when the document is still in MS-Word format and being finalized for publication. However, these changes can also be made to published reports in Adobe Acrobat pdf format.**

This task has been completed for the 12 NRCA reports posted to the NRCA Program web site (and NPS publications page) as of July 2010: ACAD, FIIS, FOPU, JODA, LARO, MIMA, MORU, NIOB, ROCR, ROMO, SLBE, WHMI.

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1) Create the following text box at the top of 2 pages in the report (and only those 2 pages!):

Publisher’s Note: Some or all of the work done for this project preceded the revised guidance issued for this project series in 2009/2010. See Prologue (p. __) for more information.

1a) top of the 1st page of the Executive Summary

1b) top of the 1st page of Chapter 1 (sometimes labeled as Introduction)

2) After Acknowledgements and on the same page, create a Prologue heading and insert the following paragraph:

Prologue

Publisher’s Note: This was one of several projects used to demonstrate a variety of study approaches and reporting products for a new series of natural resource condition assessments in national park units. Projects such as this one, undertaken during initial development phases for the new series, contributed to revised project standards and guidelines issued in 2009 and 2010 (applicable to projects started in 2009 or later years). Some or all of the work done for this project preceded those revisions. Consequently, aspects of this project’s study approach and some report format and/or content details may not be consistent with the revised guidance, and may differ in comparison to what is found in more recently published reports from this series.

If you are working with a MS-Word version of the report, code the Prologue heading so that it will generate an entry in the Table of Contents. For an example of how this looks, see the ROMO report.

If you are working with an Adobe Acrobat (pdf) file, edit the existing Table of Contents entry for Acknowledgements so that it reads:

“Acknowledgments and Prologue....._____”

For an example of how this looks, see the SLBE report.