

Monitoring and reporting proforma

Issue	Nominate an issue in your region that might have some monitoring requirement	
Information needs	Define one or more of the information needs that relate to the issue.	
	Define the general spatial extent of the area of interest	
Existing Information. Is monitoring required?	Consider whether monitoring is the best or only way to address the defined information needs	
Conceptual Model	Construct a simple conceptual model(s) that relates to the information need(s)	
	Scale of program: Boundaries: Time scale: Resources:	
Indicators	From the conceptual model, select indicators that relate to the information need and which are also cost effective	
Hypotheses / Objectives	Write down at least one hypothesis for each information need – be as specific and quantitative as possible	
Study design	With reference to the ANZECC 2000 Monitoring Guidelines, briefly describe what sort of study design you will be adopting	
Environmental variability	State how you will establish the environmental variability of your selected indicators	
Sites	Select sites and provide a rationale for your selection	
Sampling Frequency	Identify sampling frequency and justify this	
Methods	What prescribed methods will you use to collect samples?	
Analyses	How will your data be analysed & presented?	
Reporting	How do you intend to report your results	