***TITLE*** *[give your daily topic a title]*

Category [State the 6MFS category the topic falls into]

# Heading 1 – Introduction (2-4 sentences)

Create a short 2-4 sentence introduction to the topic. Clearly identify the topic and explain the relevance of your safety message for the average firefighter.

Do not change font, color, or size of text. Use the styles found in the Styles pane in the Home tab.

## Heading 2 – Body (up to half page)

Write the body of your topic. Communicate with Accuracy, Brevity and Clarity (ABC). Present the safety topic with a narrative, a concise story or simple, or bullet points. If it is a complex topic, focus on only essential key points here and form **Discussion Questions** (at bottom) for the reader to contemplate complexity.

All content, including resources, must be limited to one page.

1. Use regular numbering.

* And simple bullets.

Spell out the entire name the first time an acronym is used, followed by the acronym in parenthesis (then use the acronym). Use clear hyperlinks and click to ensure they work, for example: [6 Minutes for Safety | NWCG](https://www.nwcg.gov/committee/6-minutes-for-safety)

Include graphics/photos, or describe what images you would like to appear to complement this learning opportunity.

**Discussion Questions: (up to half page)**

Now turn the above major concepts over to the reader. Discussion questions should stimulate critical thinking, interactive dialogue, a thought experiment, or a brief exercise (ex: an in-house equipment check or accessing an online resource).

* This section should take the reader off the page and bring them back into their current context with their crew or team, encouraging active engagement with the material. Create at least a couple of discussion points that may lead to long conversations.

### References: (Example only—use this formatting to add your own references; add pages and chapters when possible)

*10 Standard Firefighting Orders,* PMS 110, <https://www.nwcg.gov/publications/pms110>

*10 and 18 Poster,* PMS 110-18, <https://www.nwcg.gov/publications/pms110-18>

*18 Watch Out Situations,* PMS 118, <https://www.nwcg.gov/publications/pms118>

*NWCG Incident Response Pocket Guide (IRPG),* PMS 461 (pp. 13-15), <https://www.nwcg.gov/publications/461>

*Interagency Standards for Fire & Fire Aviation Operations (Red Book) (*p. 61*)*, <https://www.nifc.gov/standards/guides/red-book>