

# BRONZE AWARD

What will I do?



**Volunteering**  
3 months



**Physical**  
3 months



**Skills**  
3 months



**Expedition**  
2 days and 1 night

Plus a further **3 months** in either the Volunteering, Physical or Skills section.

# SILVER AWARD

What will I do?



**Volunteering**  
6 months



**Physical**  
3 or 6  
months



**Skills**  
3 or 6  
months



**Expedition**  
3 days and  
2 nights

**Physical and Skills sections:** one section for **6 months** and the other section for **3 months**.

If you didn't do Bronze, you must do a further **6 months** in either the Volunteering or the longer of the Physical or Skills sections.

# GOLD AWARD

## What will I do?



**Volunteering**  
12 months



**Physical**  
12 or 6 months



**Skills**  
12 or 6 months



**Expedition**  
4 days and 3 nights



**Residential**  
5 days and 4 nights

**Physical and Skills sections:** one section for **12 months** and the other section for **6 months**.

If you didn't do Silver, you must do a further 6 months in either the Volunteering or the longer of the Physical or Skills sections.

# Choosing activities

## You decide

Make sure you pick something that you'll enjoy! There are lots of different activity ideas for each section.

## Preparation

You need to research what you want to do and agree it with your Leader. You must find a suitable Assessor! You should also check the activity is **safe**.

## Where can I do an activity?

Activities can be completed at your organisation or in your local area. Your DofE activities must be completed outside of your compulsory lessons or your paid employment – they must be completed in your own time which is why it is important to find things you enjoy!

## Safety for an activity

You may need to ask the provider of that activity what safety measures they have in place

## Check the activity

Remember to check if what you are planning to do is permitted for the section with your Leader.



# eDofE login timeline

## The importance of keeping track

Keeping track helps to make sure that you complete all of your sections and receive your certificate and badge. You should login and get started within 8 weeks, if not sooner!



### **Enrolled to eDofE**

Your leader will add you to eDofE and you will receive your username and password.

### **Within 2 weeks**

Login to eDofE within 2 weeks of being enrolled.

### **Within 4 weeks**

Choose activities for at least 1 section and submit to your leader.

### **Within 6 weeks**

Your leader will let you know if there are any problems with your activities and help you.

### **Within 8 weeks**

At 8 weeks after you were enrolled, you should have started at least 1 of your activities and keep track using the App.

# Login to your account

Use [The DofE App link](#) to access our easy to use app or go to [www.edofe.org](http://www.edofe.org)



**YOUTH  
WITHOUT  
LIMITS**





# Login to your account

## 1. Go to

eDofE.org or the DofE App

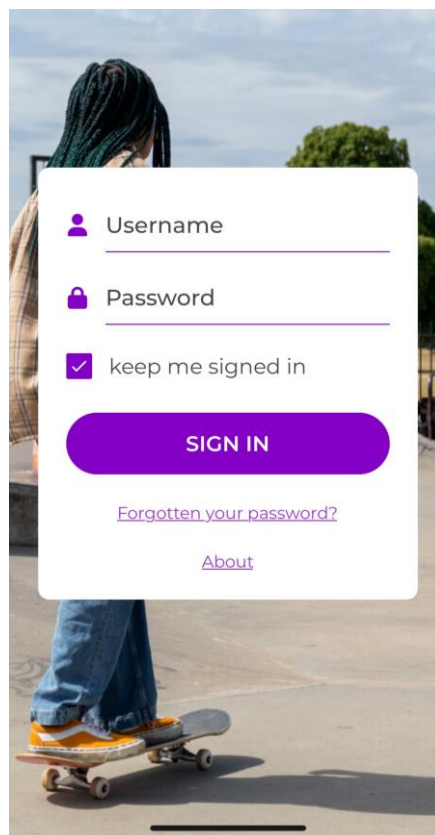
## 2. Sign-in

Username = ForenameSurname(No.)

Password = date of birth (DDMMYYYY)

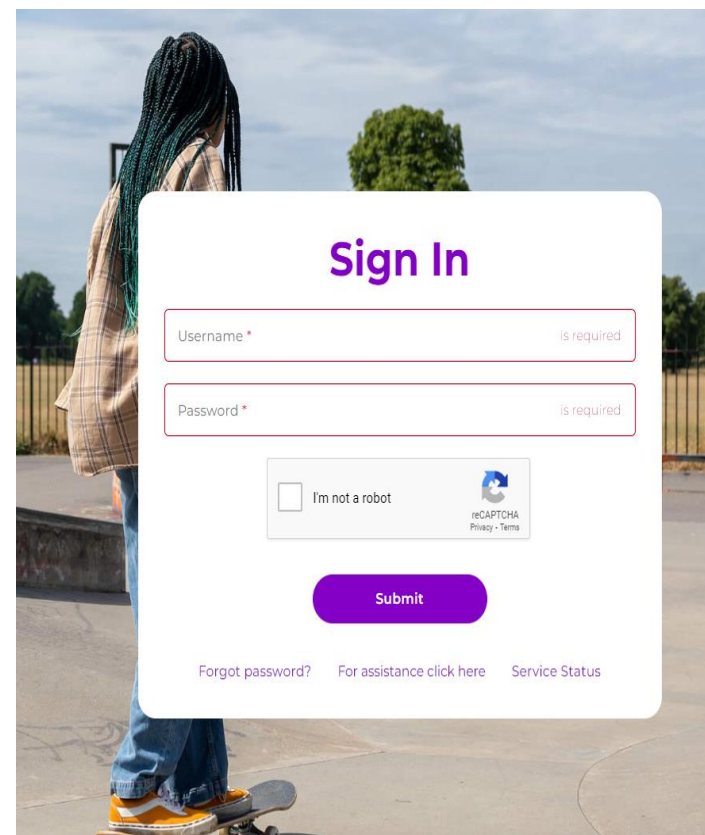
e.g. 1st January 2010 = **01012010**

Your DofE Leader will confirm your login details. These may have been emailed to you if your leader added your email address to eDofE when you were enrolled.



A screenshot of a mobile login form overlaid on a background image of a person with long braids on a skateboard. The form is white with a purple 'SIGN IN' button. It contains the following elements:

- A purple person icon followed by the text 'Username' and a text input field.
- A purple lock icon followed by the text 'Password' and a text input field.
- A checked purple checkbox followed by the text 'keep me signed in'.
- A purple 'SIGN IN' button.
- A purple link: [Forgotten your password?](#)
- A purple link: [About](#)



A screenshot of a desktop login form overlaid on the same background image. The form is white with a purple 'Sign In' header and a purple 'Submit' button. It contains the following elements:

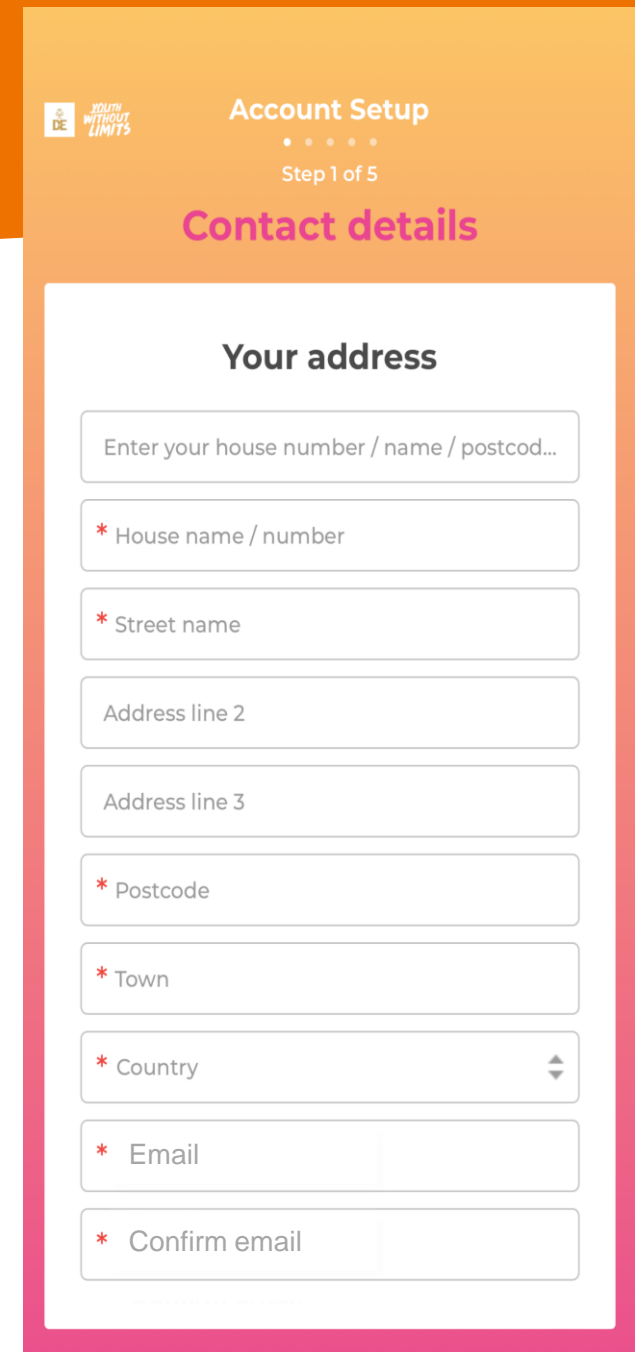
- The text 'Sign In' in purple.
- A text input field for 'Username \*' with a red asterisk and 'is required' text.
- A text input field for 'Password \*' with a red asterisk and 'is required' text.
- A checkbox labeled 'I'm not a robot' next to a reCAPTCHA logo and the text 'reCAPTCHA Privacy - Terms'.
- A purple 'Submit' button.
- Links at the bottom: [Forgot password?](#), [For assistance click here](#), and [Service Status](#).

# STEP 1

## Contact details

Start filling in your basic information. Boxes with the \* are mandatory fields – you must fill these in.

Your welcome pack will be sent to you in the post a few weeks after you complete your account setup - make sure you add your address correctly so your pack arrives safely!



The screenshot shows a mobile app interface for 'Account Setup'. At the top left is the 'DE' logo with 'YOUTH WITHOUT LIMITS' text. The title 'Account Setup' is centered, with 'Step 1 of 5' below it. The main heading 'Contact details' is in pink. The form is titled 'Your address' and contains several input fields: 'Enter your house number / name / postcod...', '\* House name / number', '\* Street name', 'Address line 2', 'Address line 3', '\* Postcode', '\* Town', '\* Country' (a dropdown menu), '\* Email', and '\* Confirm email'. A pink border highlights the form area.



# STEP 2

## Account details

- Set a new password for your account
- It must be at least 12 characters and include
- one uppercase, one lowercase and one number
- If you login via the app, you can save the details straight away.

**Please ensure it is something you will remember or write it down somewhere!**

**Account Setup**  
Step 2 of 5  
**Account details**

### Password

Keep your password safe and don't share it.  
Choose something memorable.

\* New password

\* Confirm password

12 characters     Uppercase     Lowercase     Number

**NEXT**

# STEP 3

## Personal details

Complete your personal details.

**The charity won't share these and the information is only used to understand who participates in DofE.**

**Account Setup**  
Step 3 of 5  
**Personal details**

**Personal details**

We really want DofE to be available and enjoyed by as many young people as possible. We aim to be inclusive of everyone from all backgrounds and abilities.

Please help us measure how well we are doing against this aim by sharing with us some information about yourself:

About you

\* Gender (please select)

Ethnicity

- White
- Mixed/Multiple ethnic groups
- Asian/Asian British
- Black/African/Caribbean/Black British
- Other ethnic group
- Prefer not to say

# STEPS 4 & 5

## Communicating preferences

Select whether you would like to receive DofE offers, events and Expedition Kit emails

## Activate your account

Read and confirm you accept the terms of use and privacy statement before activating your account

Once you're ready, click the circle and select 'Activate Account'

**Account Setup**  
Step 4 of 5  
**Communication preferences**

Essential DofE programme information will be shared with you automatically, by email, post, your eDofE account and sometimes text.

For DofE Offers, Expedition Kit and DofE events emails, you must tell us if you want to receive them. Opt in below to hear how to save money on expedition kit and days out, get the latest expedition kit advice, find out about DofE events or even win great prizes such as iPhone or Amazon vouchers.

\* DofE Offers, events and Expedition Kit emails?

Yes please

No thank you

**NEXT**

**Almost there**

Please read and confirm you accept our Terms of use and Privacy Statement before activating

You can add or edit your information at any time in eDofE by clicking on 'View/edit my profile' next to your picture.

• Terms of use | Privacy Statement

I have read and agree to the above Terms of use and Privacy Statement

**ACTIVATE ACCOUNT**

# Timescales

## Choose your timescales

You'll need to set your timescales before you can start adding your activity details.

You can change your mind about timescales at a later date.

The screenshot shows a mobile application interface for 'My dashboard BRONZE' under the 'YOUTH WITHOUT LIMITS' logo. The main heading is 'Choose your timescales' with the subtitle 'Select how you spend your time'. There are three category buttons: 'Volunteering' (red), 'Physical' (yellow), and 'Skills' (blue). Below these are three rows of time scale options, each with a radio button on the right. The first row has '3 months' selected under 'Volunteering', '3 months' under 'Physical', and '6 months' under 'Skills'. The second row has '3 months' under 'Volunteering', '6 months' under 'Physical', and '3 months' under 'Skills'. The third row has '6 months' under 'Volunteering', '3 months' under 'Physical', and '3 months' under 'Skills'. A large purple 'SUBMIT' button is at the bottom.

| Category     | Option 1 | Option 2 | Option 3 | Selected |
|--------------|----------|----------|----------|----------|
| Volunteering | 3 months | 6 months | 9 months | 3 months |
| Physical     | 3 months | 6 months | 9 months | 6 months |
| Skills       | 3 months | 6 months | 9 months | 3 months |

# Wellbeing check in

When you log into eDofE, you might see questions like this from time to time.

DofE uses these questions to understand whether participation in a DofE Programme has a positive effect on young people's wellbeing.

The data collected through the impact questions is for statistical purposes only and individual responses are never shared, unless this is to protect the wellbeing of a young person.

If you need support when answering these questions, please speak to your DofE Leader.

**Bronze wellbeing check-in**

**Bronze wellbeing check-in**

We know that a DofE programme can be life changing but we want to know more about the difference it makes to you personally. We ask you how you feel about your confidence, abilities, and your future at the start, middle and end of your DofE programme so that we can see how these things have changed. It also gives you the chance to reflect on how you felt throughout your DofE journey and the impact it has had on you.

This information is only used for statistical purposes and your individual responses will not be shared with anyone else. However, if the two most negative responses are entered for all four wellbeing questions, your centre will be notified so they can follow up any concerns.

\* **How satisfied are you with your life nowadays?**  
On a scale where 0 = 'not at all' and 10 = 'completely'

0 1

**Volunteering check-in**  
How much would you agree with the following statements?

\* **I feel I can make a difference to the world around me**  
On a scale where 0 = 'not at all' and 10 = 'completely'

0 1 2 3 4 5 6 7 8 9 10 Prefer not to say

\* **To what extent do you agree or disagree that most people in your local area can be trusted?\***

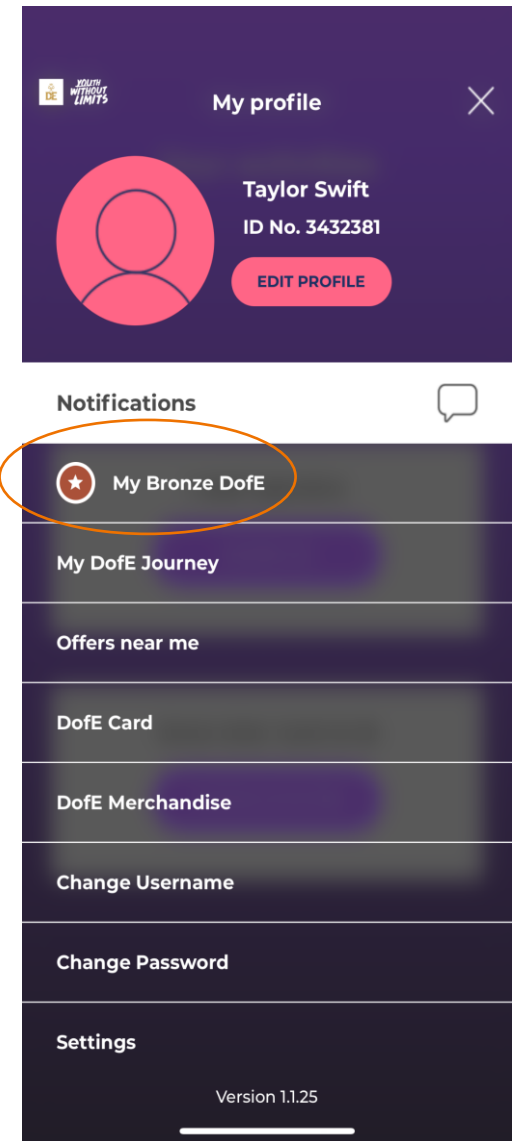
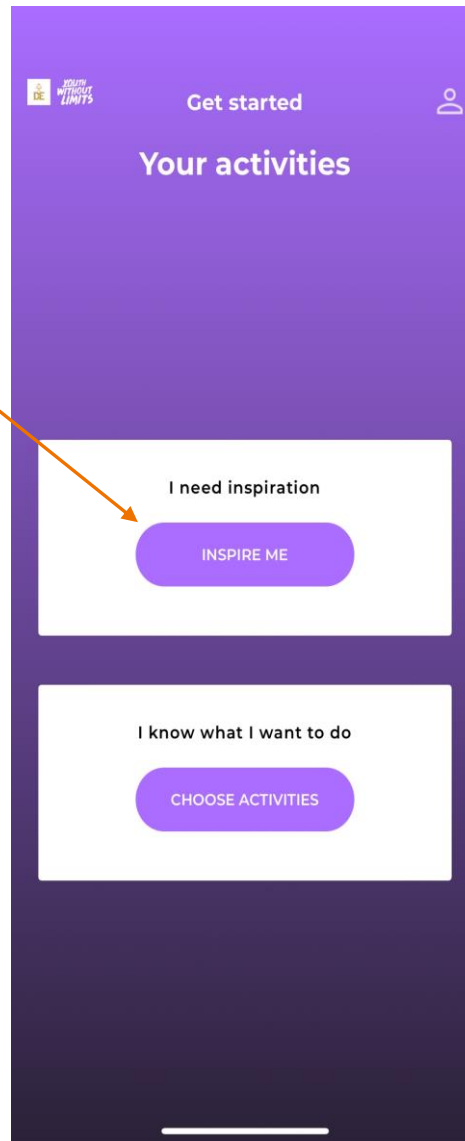
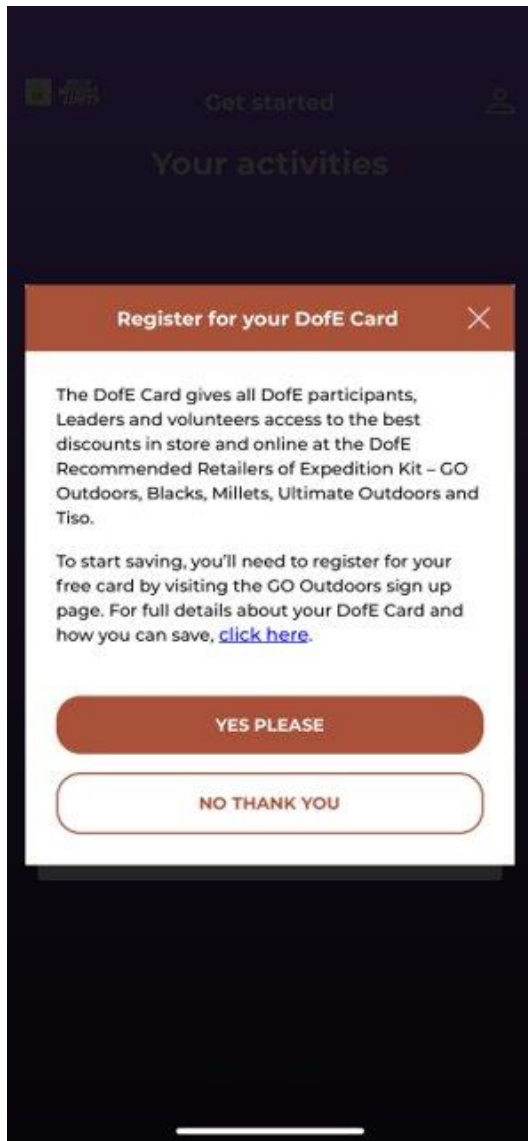
Strongly agree Agree Neither agree nor disagree Disagree Strongly disagree Prefer not to say

\* **How strongly do you agree or disagree with the statement - 'I feel like I belong to this neighbourhood?'**

Strongly agree Agree Neither agree nor disagree Disagree Strongly disagree Prefer not to say

# You'll see these screens if you're using the eDofE app...

Use the Inspire Me button to help you find activities for each of your sections





# Assessor's Reports

Each section needs a report completed by an adult assessor. This can be submitted through the **Assessor's Portal** or on the cards that you will receive with your Welcome Pack.

## Participants should complete:

- Name; ID number; Award Level
- Description of Activity
- Start and end Date
- Timeframe chosen for section
- Goals

**Assessor should complete the remainder IN FULL.**



**Bronze**

Detach and hand this to your Assessor at the **START** of your DoE activity.

Assessors cannot be related to a DoE participant. They should be an 'expert' in the chosen activity (such as the activity leader). DoE Leaders must approve the choice of Assessor for each section.

My name: \_\_\_\_\_ eDoE ID No: \_\_\_\_\_

**Assessor's Guidance Notes**

Thank you for your time and commitment offering to assess me for the Volunteering section of my DoE programme.

I hope that you will enjoy your involvement, helping me through the section and to get the most from my activities.

For this section of my **Bronze** DoE programme, I have to give practical voluntary service to individuals, the environment or my community over a set period of time. I need to spend the following length of time regularly doing my volunteering activity, averaging at least one hour a week:

Participate to **volunteering** for **months**

**Can you please:**

- Understand what I want to get out of it and help me set my goals.
- Help me with advice, training and supervision as needed.
- Support and encourage me while I'm volunteering.
- Be available throughout my volunteering time and monitor my progress.
- Do a final assessment at the end - discussing my experiences, how I developed and how I reached my goals.

When I have completed the time requirements and achieved my goals, please can you register your comments on my progress by the suggested methods overleaf. This will be my evidence of completing my Volunteering section.

Assessor's Guidance Notes - VOLUNTEERING

Detach and hand this to your Assessor at the **END** of your DoE activity.

**ASSESSOR'S REPORT: VOLUNTEERING**

**To the participant**

Remove this card, fill in your details on the other side and hand it to your Assessor when you have completed the activity for the required period of time.

If your Assessor chooses to complete their report online, it will be sent to your DoE Leader to approve. If the Assessor completes this form, when they return it to you completed and signed, scan or photograph it and upload it to eDoE, marking it as an Assessor's Report. When it has been approved you will see it appear in your View Evidence folder in eDoE. You can then submit this section for sign-off. You can also add your own comments in eDoE.

**To the Assessor**

Thank you for assessing this participant in their volunteering activity for their DoE Award.

To achieve an Award, participants need to prove what activities they've been doing, how they've progressed and how they've met the goals they set for each section. Please complete your report online at:

**DoE.org/Assessor**

You will need the information in the top right-hand box of the other side of this card to make your report. Alternatively, you can write your comments in the space provided overleaf and return this card to the participant.

**What to include in a report:**

Please describe the achievements of the participant as they did this section. Say how they met their goals, what skills they have developed and mention any memorable things that they accomplished. Please remember to keep your comments personal, positive and encouraging.

Thank you for supporting young people with their DoE activities. If you'd like to stay in touch with the DoE, please visit **DoE.org/preferences**.

Assessor's Report - VOLUNTEERING

**ASSESSOR'S REPORT: VOLUNTEERING**

Participant: \_\_\_\_\_  
eDoE ID No: \_\_\_\_\_  
Level: **Bronze**

Description of activity: \_\_\_\_\_  
Date started: \_\_\_\_/\_\_\_\_/\_\_\_\_ Completed: \_\_\_\_/\_\_\_\_/\_\_\_\_ (\_\_\_\_ months)  
Goals set by participant: \_\_\_\_\_

**Assessor's comments:**

Please write as much as possible, talking about training, teamwork (if applicable) and achievements. What you write will celebrate the achievement of the young person and form part of their permanent record of their DoE programme. Please note the information you have provided in this report will be scanned and stored by the DoE as part of its record of the participant's achievement. The DoE will not share your personal data with third parties.

What progress did they make towards their goals?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What did they achieve? What skills did they learn?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How frequently did they take part in this activity?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any other comments?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Assessor's first name: \_\_\_\_\_ Last name: \_\_\_\_\_  
Assessor's position/qualification: \_\_\_\_\_  
Assessor's phone number: \_\_\_\_\_  
Assessor's email: \_\_\_\_\_

Participants should scan or photograph this page and upload to eDoE as evidence.

# Supporting evidence

Additional evidence can be collected and added to eDofE to support the Assessor's Report.

- Weekly written entry of what was achieved that week
- Activity Logs
- Certificates
- Medals
- Photos
- Screenshots from activity trackers

**Physical section:**  
**ACTIVITY LOG**

Name:

Level:

Notes:

- If extra space is needed, use an additional log.
- This Activity Log is only a personal record of the time you spend on your activities for each section.
- Remember to add this information, along with scans, photographs etc. (as high resolution jpeg) as evidence into eDofE.

| Date | What you did |
|------|--------------|
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |
|      |              |

**DE** **YOUTH WITHOUT LIMITS**

**Volunteering section:**  
**ACTIVITY LOG**

Name:

Level:

Notes:

- If extra space is needed, use an additional log.
- This Activity Log is only a personal record of the time you spend on your activities for each section.
- Remember to add this information, along with scans, photographs etc. (as high resolution jpeg) as evidence into eDofE.

| Date | What you did | Hours | Initials |
|------|--------------|-------|----------|
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |

**DE** **YOUTH WITHOUT LIMITS**

**Skills section:**  
**ACTIVITY LOG**

Name:

Level:

Notes:

- If extra space is needed, use an additional log.
- This Activity Log is only a personal record of the time you spend on your activities for each section.
- Remember to add this information, along with scans, photographs etc. (as high resolution jpeg) as evidence into eDofE.

| Date | What you did | Hours | Initials |
|------|--------------|-------|----------|
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
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|      |              |       |          |
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |

**DE** **YOUTH WITHOUT LIMITS**

**Timescale:**

Download extra copies of this Activity Log, plus logs for the other sections, from [eDofE.org](http://eDofE.org) or [DofE.org/go/downloads](http://DofE.org/go/downloads)

For Expedition/Residential records, please refer to the Keeping Track booklet.

You can ask your Assessor, Leader, Instructor, trainer, coach, mentor etc. to initial each entry.

**DE** **YOUTH WITHOUT LIMITS**



# eDofE evidence

Select your section, scroll down and click **'Manage Evidence'**

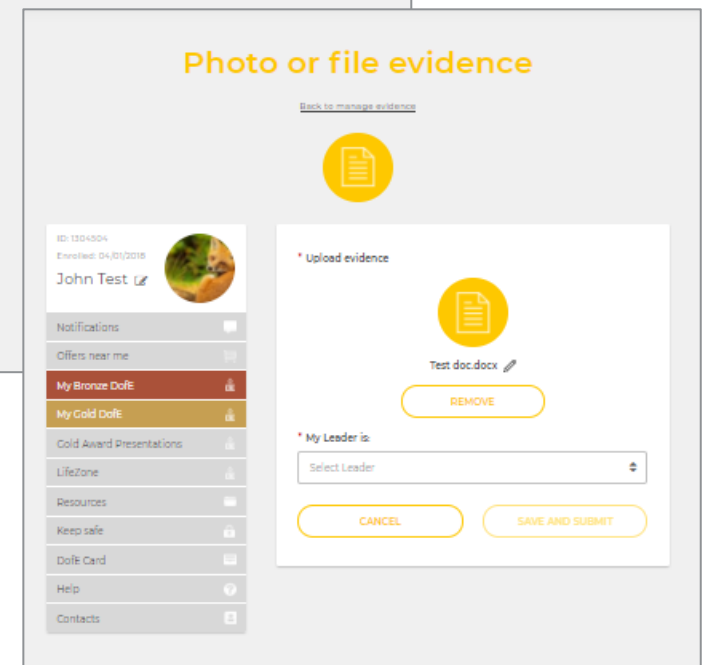
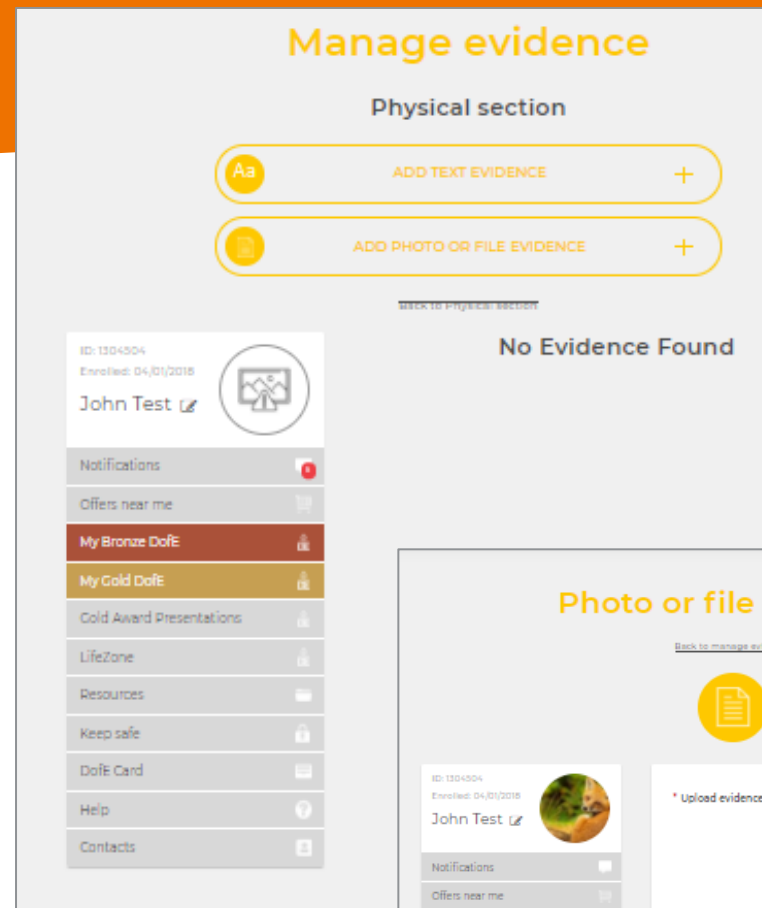
You can view any evidence that you've previously uploaded.

You can add text, photo or file evidence.

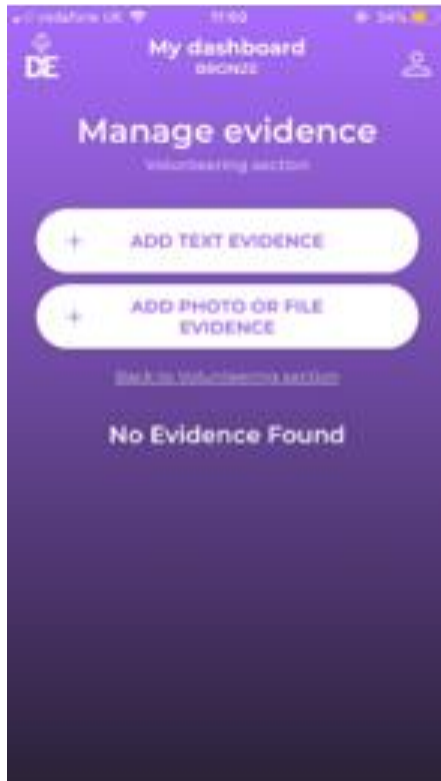
## Adding photo/file evidence:

Select **'Add photo or file evidence'**

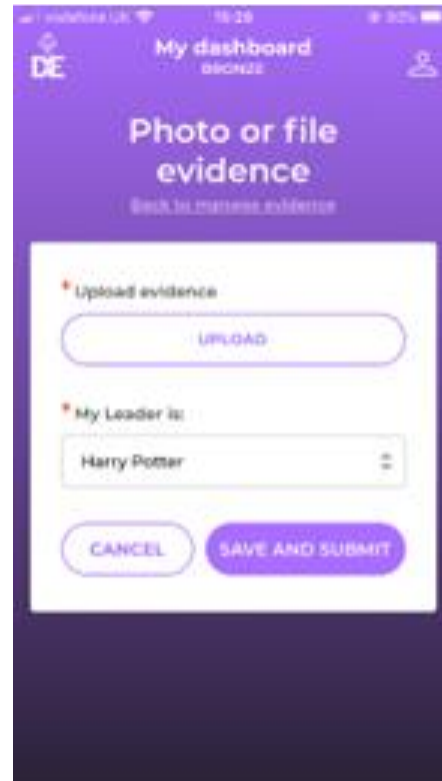
Click **'Upload'** and you'll have the option to attach a document or choose a photo from your files.



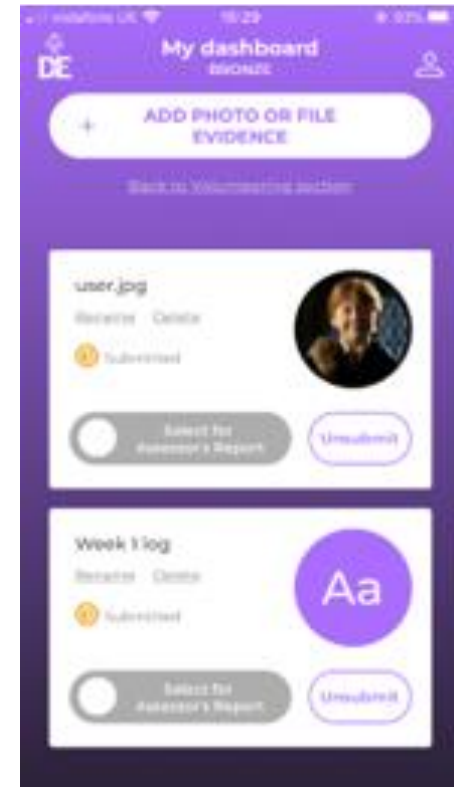
# DofE App evidence



Select  
“**Manage evidence**”  
dependent on type of  
evidence

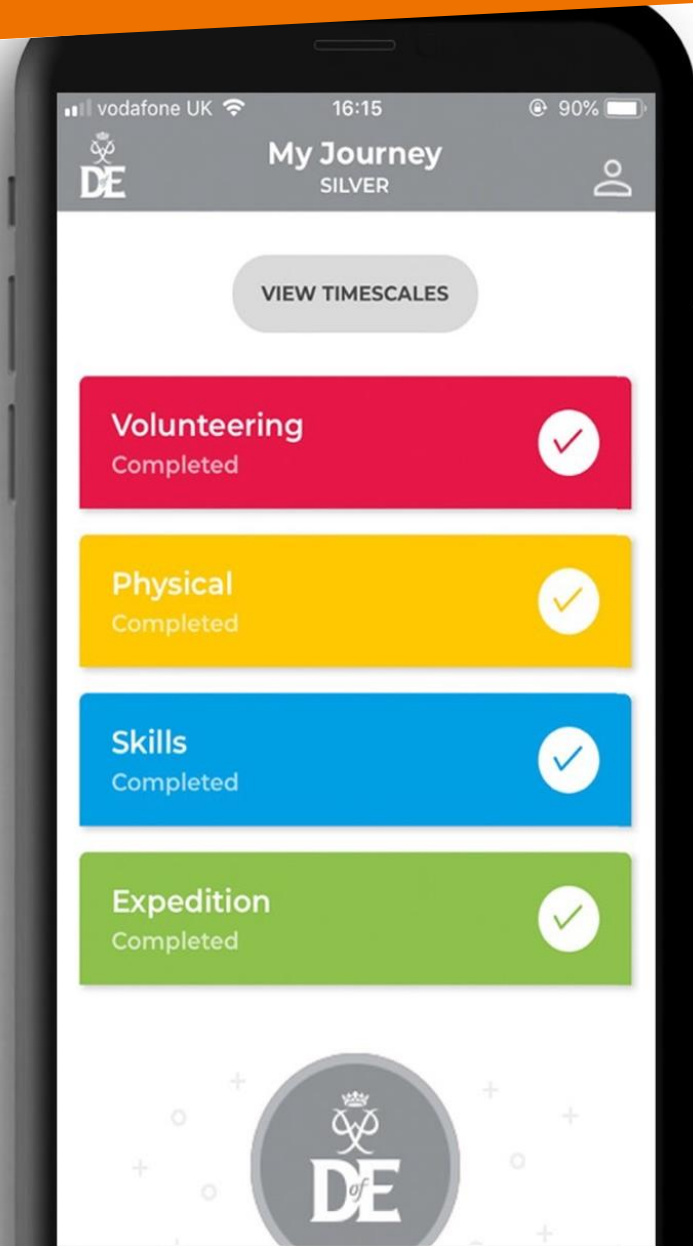


**Upload** your evidence  
and **Save and Submit**  
to your leader for  
approval.



If the evidence is  
an Assessor's Report  
mark it as Assessor's  
Report.

# Next steps



- ✓ Submit all 3 Programme Planners for approval
- ✓ Check eDofE for any queries or approvals from your DofE Leader
- ✓ Download the DofE App
- ✓ Keep a record of the activities you complete each week
- ✓ Enjoy completing your DofE Award!



# Resources

- [How to use the DofE App YouTube video](#)
- [Digital copies of the Welcome Pack](#)
- [Assessor report portal](#)
- [Activity ideas for each section of the Award](#)
- [Section guidance](#)
- [Activity logs](#)
- [DofE programme planners](#)
- [Guidance on changing activities](#)
- [DofE resources](#)
- [DofE Opportunity Finder](#)
- [eDofE app](#)
- [eDofE information](#)
- [eDofE help](#)
- [Expedition setup for DofE Leaders](#)
- [DofE Discount Card](#)
- [FAQs](#)

