



Start your Bronze DofE



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What is the DofE?



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What is the DofE?



- **The worlds leading achievement award for young people**
- **A balanced programme of activities chosen by you**
- **Recognised by universities and employers**



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What's involved?



The DofE programme is a real adventure.

It doesn't matter who you are or where you are from. Anyone in the school year in which you turn 14 up to age 24 can take part.

You can do the DofE programme at three levels:

- **Bronze**
- **Silver**
- **Gold**

....all lead to a Duke of Edinburgh's Award

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What's involved?



To achieve your Bronze Award, you'll need to complete your own programme of activities in these four sections:

 Volunteering

 Physical

 Skills

 Expedition

How do I choose my activities?

There's a massive range of activities to choose from that can count towards your sections.

- *Something you are already doing...*
- *Try something new...*
- *Work as a team or an individual...*
- *Something you enjoy...*
- *Look at your welcome pack for ideas for each section*
- *Talk to your Leader to make sure an activity counts for the right section and that you've set yourself enough of a challenge.*

Remember...it's personal.



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How long will it take me?



Activities for each DofE section take a minimum of one hour per week over a set period of time, so they can be fitted in around your studies and life outside school.

You'll need to participate regularly and show that you're committed to your DofE during this time.



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Volunteering



Volunteering is all about making a difference to others' lives. It's about choosing to give time to helping individuals or your local community without getting paid. These are just a few examples:

- Coach or help teach a sports team
- Help in school as a mentor
- Work with animals or the environment
- Help an organisation in your community
- Raise money for a charity
- Help an elderly or disabled person
- Volunteer as an individual or in a team

Over

3/4

Feel happier because volunteering gave them more confidence

88%

Believe volunteering helps them feel more satisfied in life

96%

Say volunteering gave them a sense of achievement



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Physical



The Physical section is a chance for you to focus on your health and fitness and have fun along the way.

- Team sports
- Individual sports
- Water sports
- After school / lunchtime sports clubs
- Dance
- Fitness
- Martial arts
- Yoga



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Skills

The Skills section is a great way to learn a new talent or develop existing skills and find something you enjoy doing.

- Cooking/baking
- Drawing/painting
- Performance arts / Music
- Care of animals
- Learning and collecting
- Develop practical and social skills
- Media and communication
- Science and Technology
- Sharpen research skills
- Reading and Writing

If you're interested in a specific field, this could be the perfect chance for you to do something related to this.

You must be able to show that you have broadened your understanding and increased your expertise in a chosen skill.



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Expedition



Plan, train for, prepare and complete an adventurous journey in a team of between 4 and 7. Exploring the countryside and spending a night away with your friends. Your expedition will give you lifelong memories.

- You'll plan, train for and do an expedition, spending two days and one night away.
- Achieve something as part of a team
- Develop leadership
- Go on an adventure and discover new places
- Challenge yourself

Your expedition will improve your communication and leadership skills and whilst you'll come home with a rucksack full of washing, you'll have an experience you won't forget.



Why do your DofE?

The Award is recognised by colleges, universities and employers

Meet new
people

Build
confidence

Do
something
different

*"If you have achieved your Duke of Edinburgh's Award, it says something about you. It says you are a **rounded, confident and capable** young person."*

Try
something
new

Learn new
things

Challenge
yourself

Stand out
from the
crowd

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Your DofE



....It's your Award



“As an actor I know how much Award holders’ experiences and the skills they’ve developed matter. Without determination and passion I wouldn’t be where I am today.”

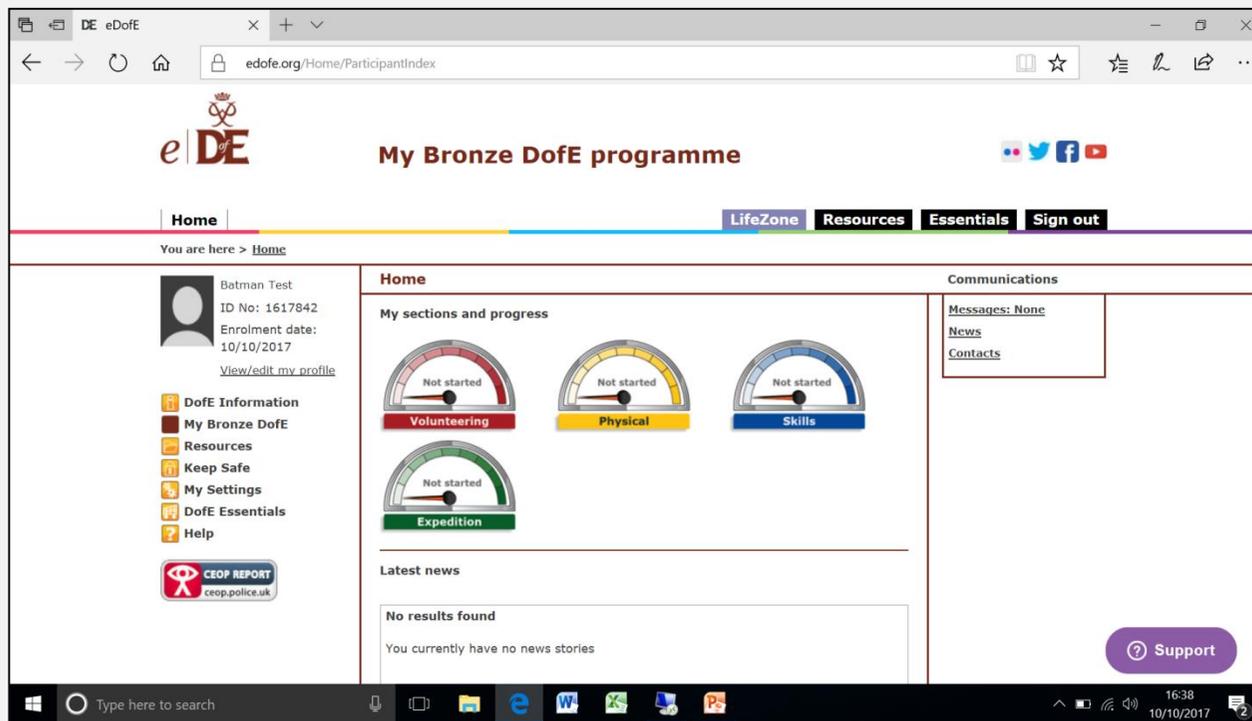
Benedict Cumberbatch, actor.

“Life doesn’t naturally happen, you’ve got to get involved. What better way to do that than do your DofE. As an employer I want to work with people who have a range of skills and can see things through.”

Deborah Meaden, Entrepreneur and Dragons’ Den Investor



Logging your DofE Award



The screenshot shows a web browser window displaying the eDofE website. The browser address bar shows "edofe.org/Home/ParticipantIndex". The website header includes the eDofE logo, the text "My Bronze DofE programme", and social media icons for Twitter, Facebook, and YouTube. A navigation menu contains "Home", "LifeZone", "Resources", "Essentials", and "Sign out". Below the navigation, a breadcrumb trail reads "You are here > Home".

The main content area is divided into three columns:

- Left Column:** User profile for "Batman Test" with ID No: 1617842 and Enrolment date: 10/10/2017. A "View/edit my profile" link is provided. Below this is a list of menu items: "DofE Information", "My Bronze DofE", "Resources", "Keep Safe", "My Settings", "DofE Essentials", and "Help". A "CEOP REPORT" button with the URL "ceop.police.uk" is also visible.
- Home Column:** Titled "My sections and progress", it features four progress gauges for "Volunteering", "Physical", "Skills", and "Expedition". Each gauge is currently at the "Not started" level. Below the gauges is a "Latest news" section with the message "No results found" and "You currently have no news stories".
- Communications Column:** Shows "Messages: None" and links for "News" and "Contacts". A "Support" button is located at the bottom right of this column.

The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the time 16:38 and date 10/10/2017.

You must keep a log of what you are doing for your Award and include evidence. This is done through your personal eDofE account.....

Logging your Award



Step 1

Choose your activities

Step 2

Identify someone to be your Assessor

Logging onto eDofE

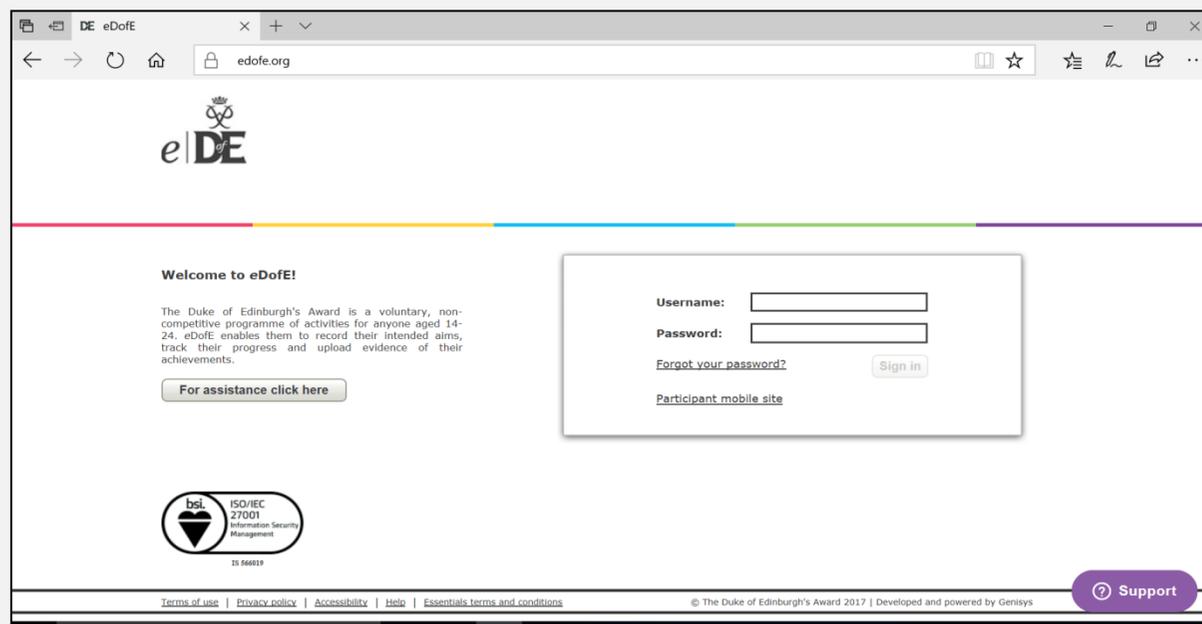
Step 3

Log on to your eDofE account: www.edofe.org

Your DofE Leader will give you your username and password

You will be asked to input your details and choose a new password

You only need to do this the first time you log on



The screenshot shows a web browser window with the URL edofe.org. The page features the eDofE logo at the top. Below the logo, there is a "Welcome to eDofE!" message and a brief description of the program. A login form is present with fields for "Username:" and "Password:", a "Sign in" button, and links for "Forgot your password?" and "Participant mobile site". At the bottom, there is a "For assistance click here" button, a BSI ISO/IEC 27001 certification logo, and a footer with links for "Terms of use", "Privacy policy", "Accessibility", "Help", and "Essentials terms and conditions". A "Support" button is also visible in the bottom right corner.

Step 4

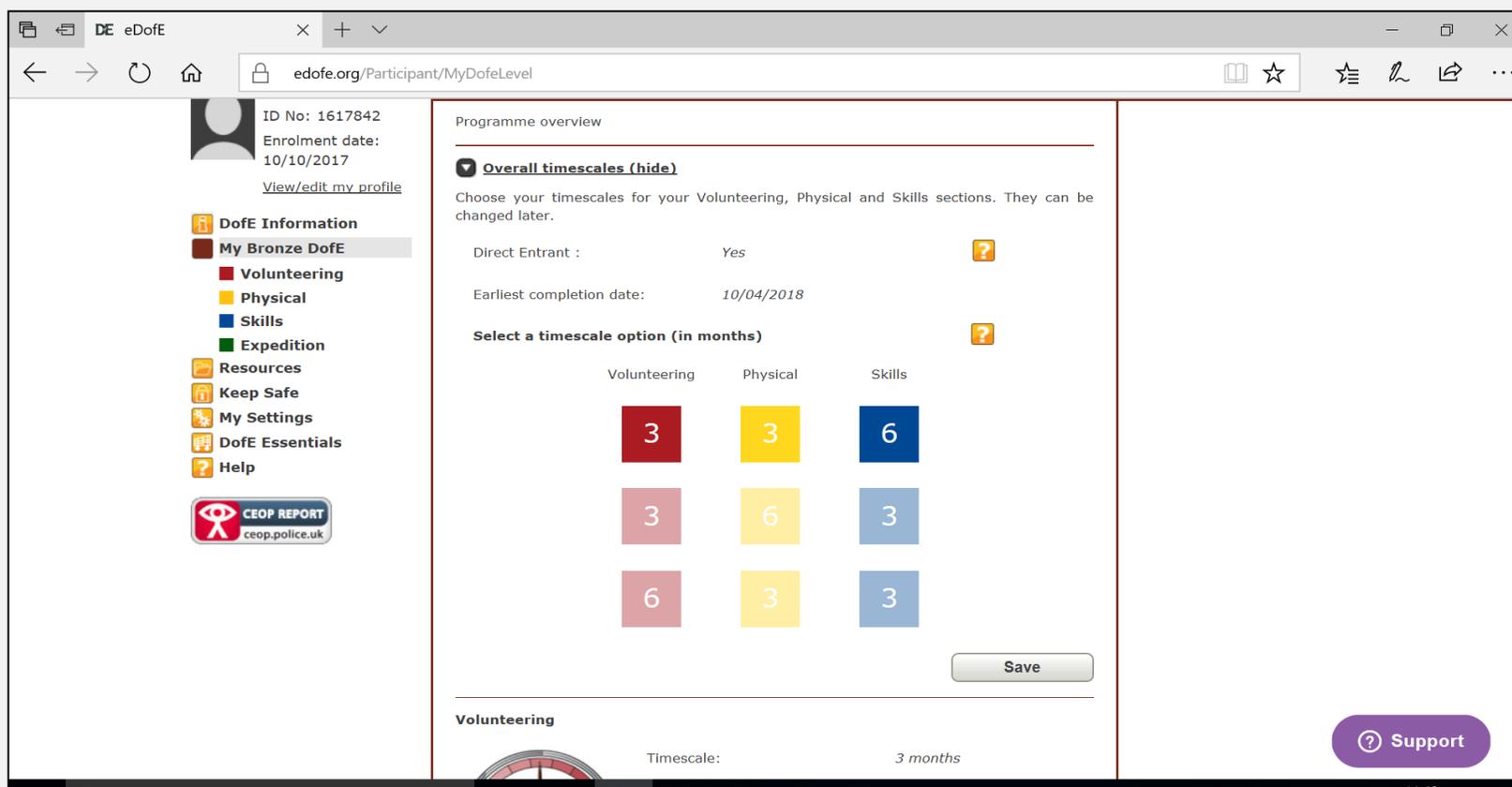
Set your Timescales for your Volunteering, Physical and Skills Sections.

Remember you need to average 1 hour a week for each of your Volunteering, Physical and Skills sections

Set your Timescales

You need to decide your timescales for each section.

Don't worry if you aren't sure yet, you can come back and change it later but you need to add this information before you can go any further.



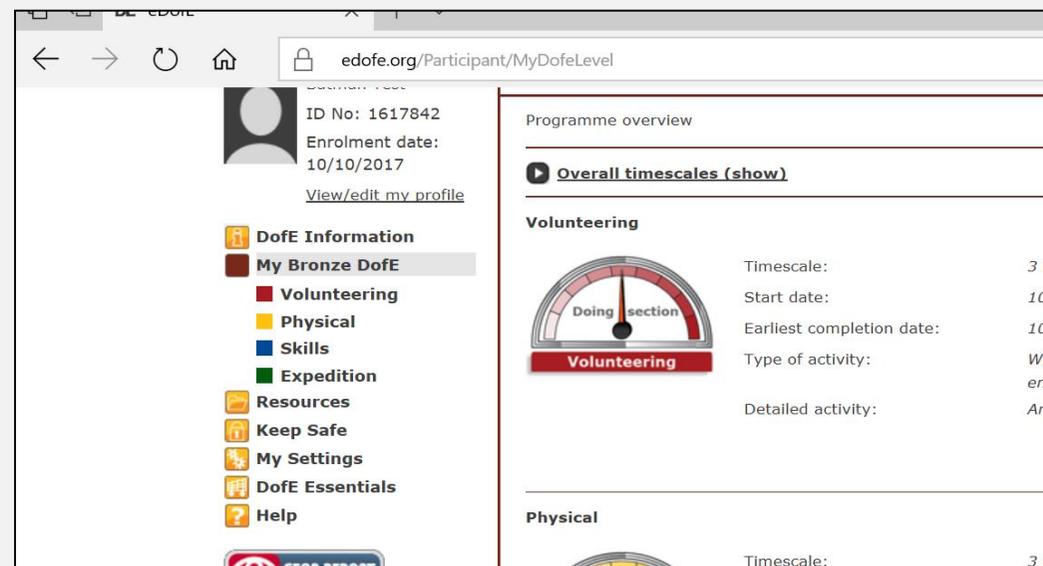
The screenshot shows a web browser window with the URL `edofe.org/Participant/MyDofeLevel`. The page displays a sidebar with navigation options: DofE Information, My Bronze DofE, Volunteering, Physical, Skills, Expedition, Resources, Keep Safe, My Settings, DofE Essentials, and Help. The main content area is titled 'Programme overview' and includes a section for 'Overall timescales (hide)'. This section contains a form for selecting timescales for Volunteering, Physical, and Skills sections. The form includes a 'Direct Entrant' checkbox (checked), an 'Earliest completion date' of 10/04/2018, and a grid of time scale options in months. A 'Save' button is located at the bottom right of the form. A 'Support' button is visible in the bottom right corner of the browser window.

Select a timescale option (in months)			
	Volunteering	Physical	Skills
Option 1	3	3	6
Option 2	3	6	3
Option 3	6	3	3

Step 5

Fill in the 'Programme planner' for each section on your account

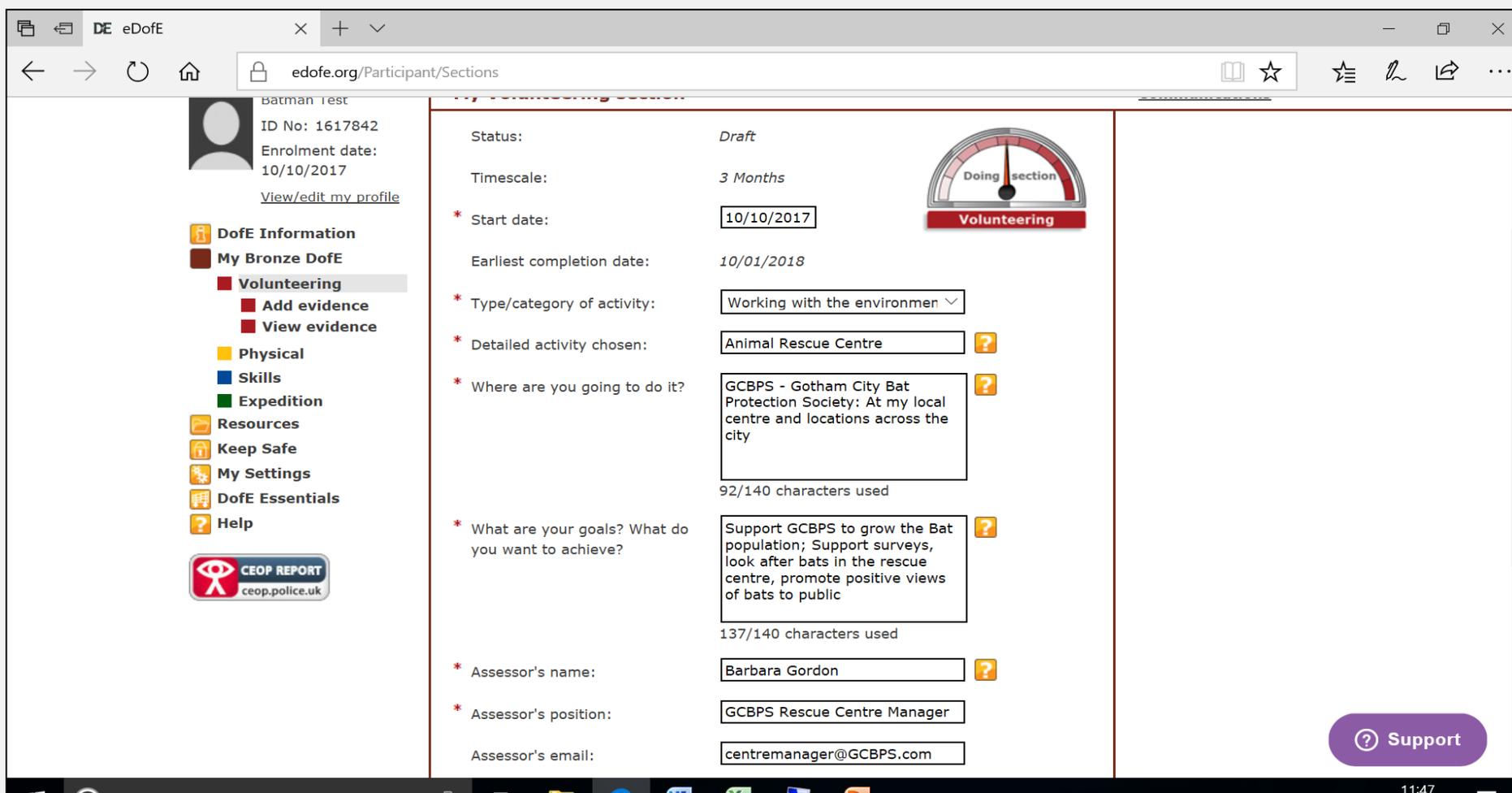
Click on the 'speedometer' icon to fill in the programme planner for each section



The screenshot shows a web browser window with the URL `edofe.org/Participant/MyDofeLevel`. The page displays a user profile on the left and a 'Programme overview' on the right. The profile includes a placeholder for a profile picture, ID No: 1617842, and Enrolment date: 10/10/2017. Below the profile is a navigation menu with icons for: DofE Information, My Bronze DofE (selected), Volunteering, Physical, Expedition, Resources, Keep Safe, My Settings, DofE Essentials, and Help. The 'Programme overview' section shows a 'Volunteering' section with a speedometer icon and a 'Physical' section with a speedometer icon. The 'Volunteering' section includes fields for Timescale (3 m), Start date (10/), Earliest completion date (10/), Type of activity (Wo, env), and Detailed activity (Ani). The 'Physical' section includes a Timescale (3 m).

Programme Planners

Input your start date and fill in all the boxes in full



The screenshot shows a web browser window with the URL `edofe.org/Participant/Sections`. The page displays a user profile for 'batman Test' with ID No: 1617842 and enrolment date 10/10/2017. The main content area is a form for entering activity details, with a 'Volunteering' gauge indicator showing the 'Doing section'.

Status:	Draft
Timescale:	3 Months
* Start date:	<input type="text" value="10/10/2017"/>
Earliest completion date:	10/01/2018
* Type/category of activity:	<input type="text" value="Working with the environmen"/>
* Detailed activity chosen:	<input type="text" value="Animal Rescue Centre"/> ?
* Where are you going to do it?	<input type="text" value="GCBPS - Gotham City Bat Protection Society: At my local centre and locations across the city"/> ?
* What are your goals? What do you want to achieve?	<input type="text" value="Support GCBPS to grow the Bat population; Support surveys, look after bats in the rescue centre, promote positive views of bats to public"/> ?
* Assessor's name:	<input type="text" value="Barbara Gordon"/> ?
* Assessor's position:	<input type="text" value="GCBPS Rescue Centre Manager"/>
Assessor's email:	<input type="text" value="centremanager@GCBPS.com"/>

92/140 characters used

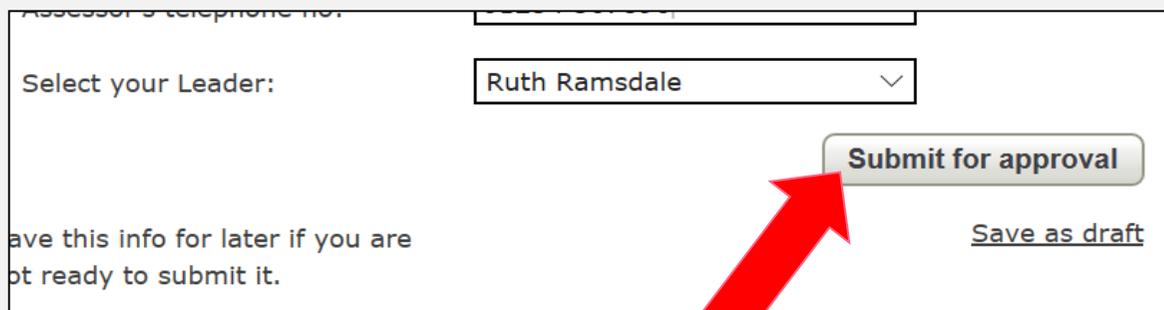
137/140 characters used

[Support](#)

Step 6

Submit the programme planner to your leader for each section

At the bottom of the programme planner there is a button to 'submit for approval'. You need to do this so your leader can check they are happy with your chosen activities.



Assessor's telephone no. [input field]

Select your Leader: [Ruth Ramsdale] v

Save this info for later if you are not ready to submit it.

[Submit for approval](#) [Save as draft](#)

A red arrow points to the 'Submit for approval' button.

Start your activities



Step 7

Start your activities!

- *Don't forget to make logs of what you are doing*
- *Take photographs and keep updating your eDofE account with evidence – keep reading for how to add evidence to your account*

Step 8

Complete your activities and ask your Assessor for each section to write a report

Assessor reports



There are blank reports in your Welcome Pack that you can ask your Assessor to fill in OR they can do it online, this is explained in your Welcome pack too.

The form is titled 'ASSESSOR'S REPORT VOLUNTEERING' and includes a DofE logo. It has a red-bordered box for 'Participant:', 'eDofE ID No:', and 'Level: Bronze'. Below this are fields for 'Activity:', 'Date started: ___/___/___', 'Completed: ___/___/___', and 'Goals set by participant:'. The 'Assessor's comments:' section has a note: '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 will form part of their permanent record of their DofE programme.' followed by several horizontal lines for writing. At the bottom, there are fields for 'Signature:', 'Assessor's first name:', 'Last name:', 'Assessor's position/qualification:', 'Assessor's phone number:', and 'Assessor's email:'. A red note at the bottom states: 'Participants should scan or photograph this page and upload to eDofE as evidence.'

OR

www.edofe.org/assessor

Step 9

Add your Assessor report along with any evidence to your eDofE account

At the bottom of the Programme Planner for each section is a space where you can 'add evidence' – Add your Assessor report here.



Assessor's telephone no:

* Select your Leader:

[Submit for approval](#)

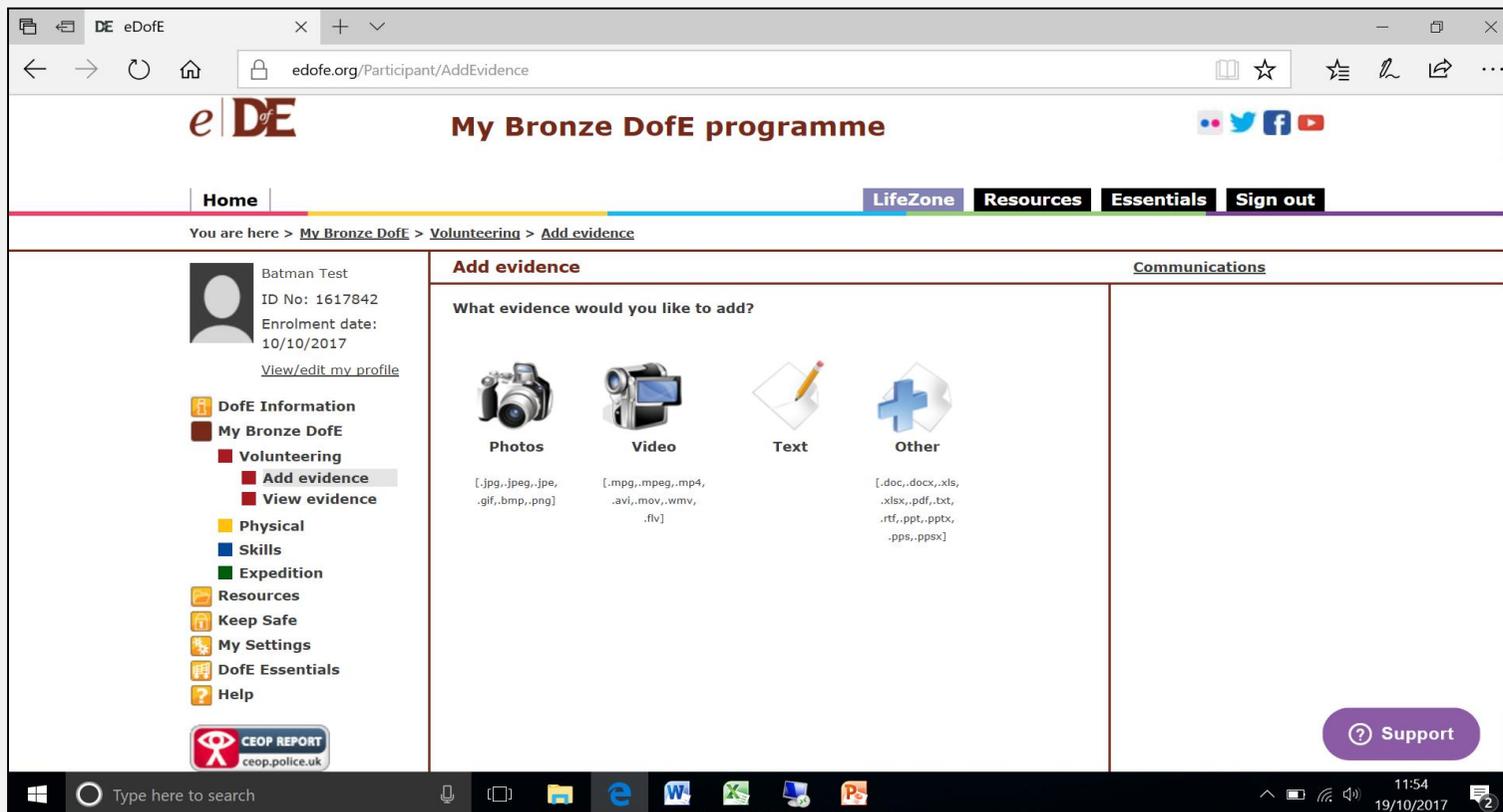
Save this info for later if you are not ready to submit it. [Save as draft](#)

[View evidence](#) [Add evidence](#)

Comments

Adding evidence

You can add anything as evidence; *photographs, PDF's, Powerpoint Presentations, Word documents, you can even type directly into each section if you want to keep a weekly log*



The screenshot shows a web browser window with the URL `edofe.org/Participant/AddEvidence`. The page title is "My Bronze DofE programme". The navigation menu includes "Home", "LifeZone", "Resources", "Essentials", and "Sign out". The breadcrumb trail reads "You are here > My Bronze DofE > Volunteering > Add evidence".

On the left side, there is a user profile for "Batman Test" with ID No: 1617842 and enrolment date: 10/10/2017. Below the profile is a list of menu items: "DofE Information", "My Bronze DofE", "Volunteering" (with sub-items "Add evidence" and "View evidence"), "Physical", "Skills", "Expedition", "Resources", "Keep Safe", "My Settings", "DofE Essentials", and "Help".

The main content area is titled "Add evidence" and asks "What evidence would you like to add?". It features four options:

- Photos**: Represented by a camera icon. Supported file types: [.jpg, .jpeg, .jpe, .gif, .bmp, .png]
- Video**: Represented by a video camera icon. Supported file types: [.mpg, .mpeg, .mp4, .avi, .mov, .wmv, .flv]
- Text**: Represented by a document icon with a pencil.
- Other**: Represented by a plus sign icon. Supported file types: [.doc, .docx, .xls, .xlsx, .pdf, .txt, .rtf, .ppt, .pptx, .pps, .ppsx]

At the bottom right, there is a "Support" button with a question mark icon. The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the time 11:54 and date 19/10/2017.

Submit your evidence

Step 10

Submit your Assessor report and your evidence to your DofE leader

When you add evidence it will ask you to 'select your leader' and 'Save and submit'. This will send evidence to your leader ready for approval.

You can also select one piece of evidence to be the Assessor's report for this section.

Title	Assessor's report	Edit	Remove
 SampleAssessorreport	<input type="radio"/>		
None of these are the Assessor's report:	<input checked="" type="radio"/>		

* Select your Leader:



Welcome Packs

Your welcome pack has lots of information in it for you, your parents or guardians and your Assessors. There is also a list of activities which can count for each section.



For any activities not listed, ask your DofE leader first to check it is ok.

Remember...

You must have an Assessor for each section who can verify that you completed the activity and write a report at the end.....

- You need to choose your Assessor at the start of the activity, ask them if they are happy to do it and explain what it is - *There are notes in your Welcome Pack that you can share with them.*
- Your Assessor cannot be a family member or peer
- If you aren't sure who can be your Assessor – talk to your DofE Leader



Start your Bronze DofE

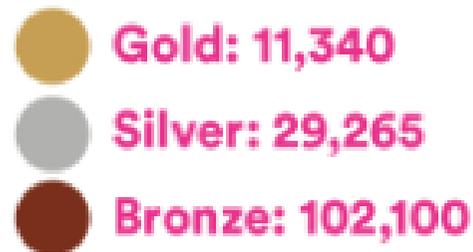


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Why do your DofE?



- In 2017/18 **275,988** young people embarked on their DofE journey
- In 2017/18 **142,705** achieved a DofE Award
- Why employers like the DofE (Video)



"As an actor I know how much Award holders' experiences and the skills they've developed matter. Without determination and passion I wouldn't be where I am today."

Benedict Cumberbatch, actor.



"Life doesn't naturally happen, you've got to get involved. What better way to do that than do your DofE. As an employer I want to work with people who have a range of skills and can see things through."

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