



eDofE completion guide



Sign up to DofE

Choose an activity for the section

For ideas, look on DofE website (<https://www.dofe.org/doing-your-dofe/activities-sections/>)
or speak to your leader/advisor

Enter details about section:-

- Timeframe (number of months and dates of activity, e.g. 6 months 1st January 2009-1st July 2009)
- Activity type
- Aim

Enter assessor details, including contact details

Submit draft planner for approval

Complete activity weekly (approx. 1hr a week)

Keep a weekly log book of your activity, aim to get your assessor to sign there initials each week

Collect evidence and upload to eDofE:

- Photos
- certificates
- thank you letters
- logbook

Submit evidence for approval



Continue with activity and keep uploading evidence for approval



Have you finished?

No- keep going with the activity

Yes- Ensure the dates match the timeframe (i.e. have you been doing the activity for long enough?)



Upload an assessor report containing:-

- Timeframe and dates
- Confirmation of regular commitment
- Your contribution to the activity (what you did)
- Contact details and role of assessor



Submit section for approval



Have you completed all the sections?

No- keep going!

Yes- Enter contact details, (and Guest details for Gold Award presentation)



Submit award for approval



CONGRATULATIONS!!

Now it's time to think about the next level, or getting involved as a supervisor/leader!!