

What is eDofE?
How does it work?

Completing DofE...

You record your progress for your Volunteering, Skill and Physical on www.edofe.org



The screenshot shows a web browser window displaying the eDofE website. The browser's address bar shows the URL <https://edofe.org/>. The website features the eDofE logo at the top left. Below the logo, there is a horizontal bar with a rainbow gradient. The main content area includes a welcome message: "Welcome to eDofE!" followed by a paragraph: "The Duke of Edinburgh's Award is a voluntary, non-competitive programme of activities for anyone aged 14-24. eDofE enables them to record their intended aims, track their progress and upload evidence of their achievements." Below this text is a button labeled "For assistance click here". To the right of the text is a login form with fields for "Username:" and "Password:", a "Forgot your password?" link, and a "Sign in" button. At the bottom of the page, there is a footer with links for "Terms of use", "Privacy policy", "Accessibility", and "Help", and a copyright notice: "© The Duke of Edinburgh's Award 2015 | Developed and powered by Geniys". The Windows taskbar at the bottom shows various application icons and the system clock indicating 15:37 on 20/10/2015.

Activity Ideas – Visit www.dofe.org

Remember...

- You can do your activities on your own or with friends.
- Your activities should average 1 hour a week.
- You can work on sections concurrently or consecutively
- School lessons and paid employment don't count.

Steps...

Logon at www.edofe.org . You will get sent login details soon to the email address on your enrolment form.

If you did Bronze last year you have the same login details.



Welcome to eDofE!

The Duke of Edinburgh's Award is a voluntary, non-competitive programme of activities for anyone aged 14-24. eDofE enables them to record their intended aims, track their progress and upload evidence of their achievements.

[For assistance click here](#)

A screenshot of a login form. It has two input fields: 'Username:' with the text 'DAVEHILL1' and 'Password:' with ten dots. Below the password field is a link that says 'Forgot your password?'. To the right of the password field is a 'Sign in' button.

Username:

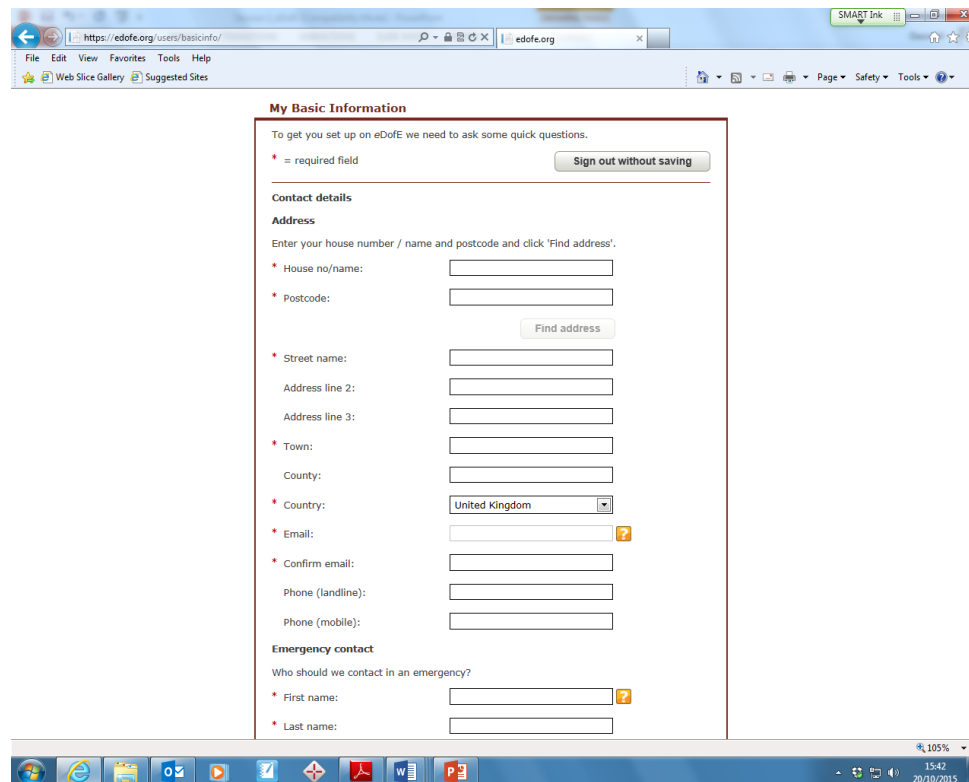
Password:

[Forgot your password?](#)

Your leader will be able to remind you your username. Often your password is initially set as your date of birth **ddmmyyyy**

Steps...

The first time you logon you will be asked to fill out some personal details and change your password.



The screenshot shows a web browser window with the URL <https://edofe.org/users/basicinfo/>. The page title is "My Basic Information". Below the title, there is a message: "To get you set up on eDofE we need to ask some quick questions." and a "Sign out without saving" button. The form is divided into sections: "Contact details" and "Emergency contact".

Contact details

Address

Enter your house number / name and postcode and click 'Find address'.

* House no/name:

* Postcode:

Find address

* Street name:

Address line 2:

Address line 3:

* Town:

County:

* Country:

* Email:

* Confirm email:

Phone (landline):

Phone (mobile):

Emergency contact

Who should we contact in an emergency?

* First name:

* Last name:

Steps...

Set your timescales...Bronze you do one section for 6 months and 2 sections for 3 months. You can change this later.

The screenshot displays a user interface titled "My sections and progress". It features three progress gauges, each labeled "Not started". The gauges are color-coded: red for "Volunteer", yellow for "Skills", and blue for "Expedition". A fourth gauge, green, is partially visible at the bottom left. An "Information!" dialog box is overlaid in the center, containing the text: "Welcome to your eDofE, to get started on your programme please select your timescales here." and an "OK" button. Below the gauges, the text "My photos" is visible.

Steps...

Add info about your choices by clicking 'edit section'

The screenshot shows a web browser window with the URL <https://edofe.org/Participant/MyDofeLevel>. The page displays a navigation menu on the left with options like 'DofE Information', 'My Bronze DofE', 'Volunteering', 'Physical', 'Skills', 'Expedition', 'Resources', 'Keep Safe', 'My Settings', and 'Help'. A 'CEOP REPORT' button is also visible. The main content area shows a green notification bar: 'Your timescales have been saved'. Below this, there are sections for 'Overall timescales (show)', 'Your Achievement Pack (show)', 'Volunteering', 'Physical', and 'Skills'. Each section includes a progress gauge (labeled 'Not started') and a table of details:

Section	Timescale	Start date	Earliest completion date	Type of activity	Detailed activity
Volunteering	3 months	Not set	Not set	Not yet decided	Not yet decided
Physical	3 months	Not set	Not set	Not yet decided	Not yet decided

Red arrows point to the 'Edit section' buttons for the 'Volunteering' and 'Physical' sections.

On the right side of the page, there are several promotional banners: 'Expedition kit advice', 'DofE Casual', 'Driving', 'The LifeZone', and 'DofE Shopping'.

Steps...

Make sure you put in clear goals.

Juan Park's Bronze Award Volunteering section

Section Details | Evidence

Volunteering status: Programme Planner approved

Details

Timescale:	3 Months
Start date:	28/09/2013
Earliest completion date:	28/12/2013
Type of activity:	Helping a charity or community organisation
Detailed activity:	Charity Shop
Where are you going to do it?	Shelter
What are your goals? What do you want to achieve?	To get a better idea of what it's like to work in a shop. Better knowledge of how a charity works Things to do that can help in a shop
Who is going to support & assess you?	Pete
What is your Assessor's position?	Shop Owner/ Manager
Assessor's email:	
Assessor's telephone no:	
Status:	Programme Planner approved

Put in lots of detail!

Steps...

Once filled in select 'submit for approval'. This sends your plan to your DofE leader who will check it.

The screenshot shows a web browser window displaying the DofE website. The URL is <https://edofe.org/Participant/Sections>. The page is titled "Participant Sections" and shows a form for submitting a plan for approval. The form includes the following fields and options:

- Enrolment date:** 12/08/2015
- View/edit my profile** (link)
- DofE Information** (header)
- My Bronze DofE** (header)
- Volunteering** (selected category)
- Add evidence** (checkbox)
- View evidence** (checkbox)
- Physical** (checkbox)
- Skills** (checkbox)
- Expedition** (checkbox)
- Resources** (checkbox)
- Keep Safe** (checkbox)
- My Settings** (checkbox)
- Help** (checkbox)
- CEOP REPORT** (CEOP logo)
- Status:** Not started
- Timescale:** 3 Months
- Start date:** 20/10/2015
- Earliest completion date:** (empty)
- Type/category of activity:** Coaching teaching and leader
- Detailed activity chosen:** Dance Leadership
- Where are you going to do it?:** RHS afterschool club
- What are your goals? What do you want to achieve?:** Pass on my dance skills to P7 pupils and learn how to teach younger people.
- Assessor's name:** Mary Jones
- Assessor's position:** Dance teacher
- Assessor's email:** MaryJones@hotmail.com
- Assessor's telephone no.:** 07586 7878321
- Select your Leader:** Dave Hill
- Submit for approval** (button)
- Save as draft** (button)

A red arrow points to the "Submit for approval" button. The page also features a sidebar with various links and a "Volunteering" progress indicator.

Steps...

As you're doing your section, upload evidence. This can be pictures, text, diary entries, videos, certificates etc etc.

The screenshot shows the 'My Bronze DofE programme' website. The user is logged in as Sam Crank (ID No: 1123077, Enrolment date: 12/08/2015). The main navigation includes Home, LifeZone, Resources, Shop, and Sign out. The 'Add evidence' section is active, showing options for Photos, Video, Text, and Other. The 'Text' option is selected, and a list of file types is shown: [.jpg, .jpeg, .png, .gif, .bmp, .png], [.mpg, .mpeg, .mp4, .avi, .mov, .wmv, .flv], and [.doc, .docx, .xls, .xlsx, .pdf, .txt, .rtf, .ppt, .potx, .pptx, .ppsx]. The 'Other' option is also available. The 'Add evidence' section is titled 'What evidence would you like to add?'. The 'Communications' section shows 'Messages: None', 'News', and 'Contacts'. There are also links for 'Expedition kit advice', 'DofE Central', 'Driving', and 'The LifeZone'.

The screenshot shows the 'Evidence' section of the website. The 'Section Details' and 'Evidence' tabs are visible, with 'Evidence' selected. The 'Evidence' section is titled 'Evidence' and has a 'Select all:' button. A grid of 12 evidence items is displayed, each with a green checkmark and a delete icon. The items are: lemon fork biscuits, Tapjacks, lammy buns, carrot cakes, gingerbread handbags, gingerbread shoes, vanilla biscuits, can't go wrong cake, lam shapes, ricotta cakes, cinnamon buns, and parkin biscuits. At the bottom of the grid are buttons for 'Query', 'Delete', 'Unapprove', 'Mark as Assessor's Report', and 'Approve'.

Add at least 5 bits of evidence for each section

Steps...

For Silver and Gold you also need a personal reflection

This is a few sentences of text evidence about what you did, how you got on, what you achieved etc. A section can't be signed off without this.

The screenshot displays a web-based skills assessment interface. At the top, it shows 'Skills' with a duration of '6 Months' and a status of 'Section completed. Approved on 19/09/2017 by Dave Hill, id 486512'. Below this, the 'Start Date' is '01/09/2016' and the 'End date' is '01/03/2017', with a 'Change' link. An 'Assessor's report' link is also visible. A 'Personal Reflection' pop-up window is open, containing the following text: 'I have definitely met my goals in debating. I think I have developed my own style in terms of speech-writing and delivery. I have practised judging both junior and senior debates. I have also mentored younger debaters which, although not part of my original goals, I really enjoyed.' The pop-up has a 'Close' button at the bottom. In the background, an 'Assessor' section is partially visible, showing a document icon and the start of the same reflection text.

Skills	6 Months	Status:	Section completed. Approved on 19/09/2017 by Dave Hill, id 486512
Start Date:	01/09/2016	End date:	01/03/2017 Change
Assessor's report			

Type: **Personal Reflection** ✕

Detail: I have definitely met my goals in debating. I think I have developed my own style in terms of speech-writing and delivery. I have practised judging both junior and senior debates. I have also mentored younger debaters which, although not part of my original goals, I really enjoyed.

Location:

Goals:

Assessor:

Position:

Tel:

[Close](#)

Steps...

When you finish your time period you need to get your assessor to fill in a short report.

In book

or

online @
dofe.org/assessor/

Volunteering Name: _____

Category: **Volunteering**

Activity: CHARITY SHOP ASSISTANT

Date started: 22/11/13 Completed: 31/1/14

Assessor: COLIN GRAHAM

Position/qualification: ASSISTANT MANAGER

Goals set: TO IMPROVE MY SKILLS IN WORKING WITH OTHERS AS WELL AS MEMBERS OF THE PUBLIC.

Your comments:

Assessor's comments: Rachel has been a very helpful and reliable volunteer. She has shown initiative and a willingness to work hard in completing all that was asked of her. Rachel has grown in confidence in her time here and we would welcome her back for further volunteering.

Signature: *Colin Graham* Date: 31/1/14

Name: COLIN GRAHAM Position: ASSISTANT MANAGER

Leader's signature: _____ Date: _____

Please scan/photograph this page and upload to eDofE as evidence.

The above information is stored in eDofE. Remember to upload plenty of good quality evidence for your Achievement Pack!

SMART Ink

http://dofe.org/assessor/

The Duke of Edinburgh's Award

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You are here: Home > Assessor Report

Assessor Report

As an Assessor you can add your report directly into the participant's online eDofE account from here. All you need is the participant's eDofE ID number, their Award level (Bronze, Silver or Gold) and the section you are assessing them for (Volunteering, Physical, Skill, Expedition or Residential). Please ask the young person you have been supporting for these details.

Your comments automatically go to the participant's DoFE Leader for approval before being added to the participant's account. We ask for your email address and phone number to enable their DoFE Leader to contact you should they wish to discuss your assessment with you.

Please remember to keep your comments positive and encouraging. Thank you for supporting young people with their activities.

All fields marked * are mandatory.

Participant's ID number:

Participant's name:

Level:

Check

NOTE: If you have a problem with the CAPTCHA code, please use a different device/network/browser and this should solve the issue.

What to include in your report

- Please describe the achievements of the participant as they undertook this section. Say how they met their goals, what skills they have developed and mention any memorable things that they accomplished.
- Please include the start and end dates that the young person undertook their activity.
- Expedition Assessors: Please include your assessor accreditation number and (if applicable) the team's expedition notification number in your report.
- Please remember to keep your comments personal, positive and encouraging.

14:14 03/09/2014



Good Luck!