



**YOUTH
WITHOUT
LIMITS**



Getting Started

- Activating your Account
- eDofE and the DofE App
- Sections, Welcome Packs and Assessors



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Activating your eDofE account

To activate your account:

On any browser search **eDofE.org**, or on your phone open the **DofE App** which can be downloaded from the App store by searching DofE.

You will need your username which your DofE Leader can provide. **Username** is (usually your first name and surname with no spaces but may include a number after this). It may have numbers in if someone elsewhere has registered for DofE with the same name – check with DofE Co-Ordinator if yours isn't working.

Then a **Password**. Your first password is always your full date of birth with no punctuation or spaces e.g. 06102009. You will change this password after you first login.

Before activating your account it may help to watch this video



Adding to eDofE

1. Timescales
2. Programme planners
3. Evidence



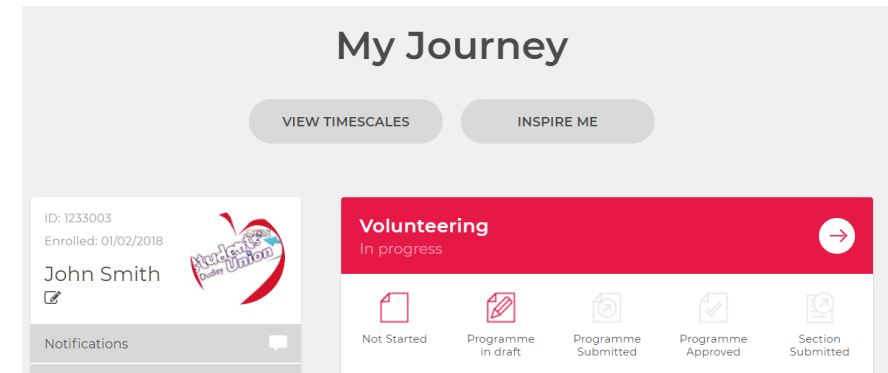
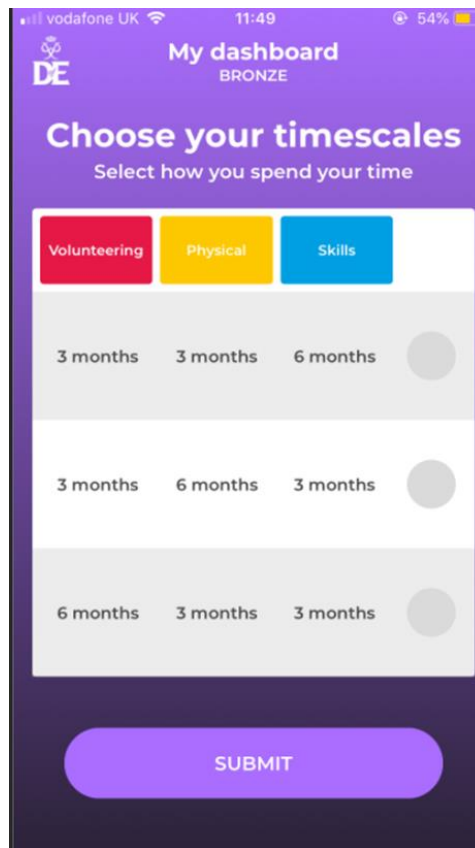
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1. Setting Timescales

Once you have decided what you are doing for each section you need to set your timescales on eDofE.

These need to be completed before you can add any details to a section, but they can be changed later if you need to by clicking on the timescales link again.



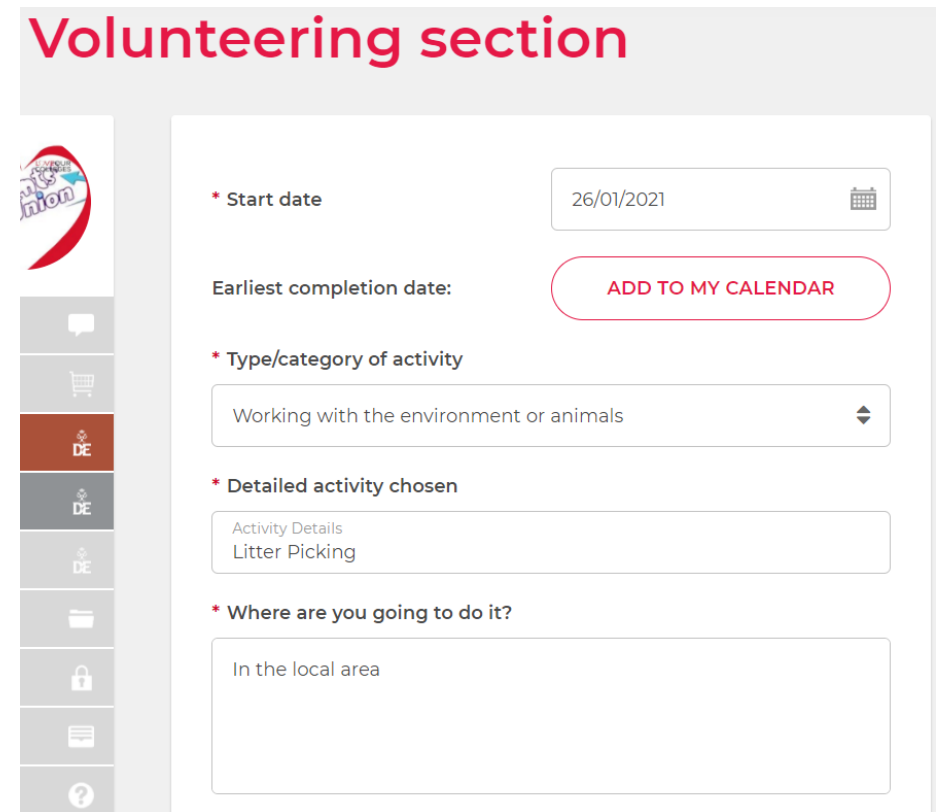
2. Completing Volunteering, Physical and Skill Section plans

You need to complete a programme planner before you start each section. You do not need to do the Expedition section.

You will need to enter:

- **Start Date**
- **Activity details – use drop down then add activity**
- **Where you are going to do it**
- **Your goals**
- **Your Assessors name and contact**

You then select your Leader and submit the planner for approval or save it as a DRAFT if you are missing information.



Volunteering section

* Start date: 26/01/2021

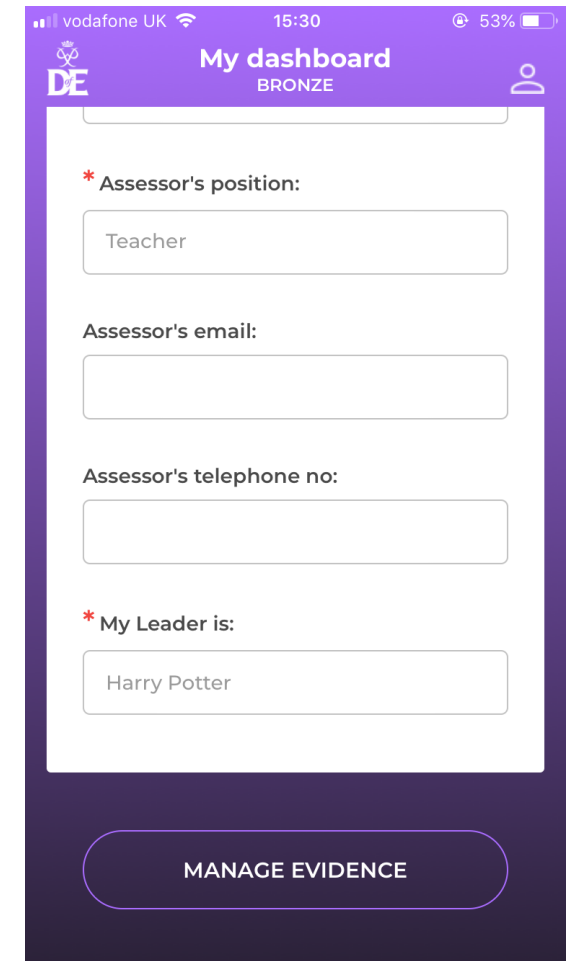
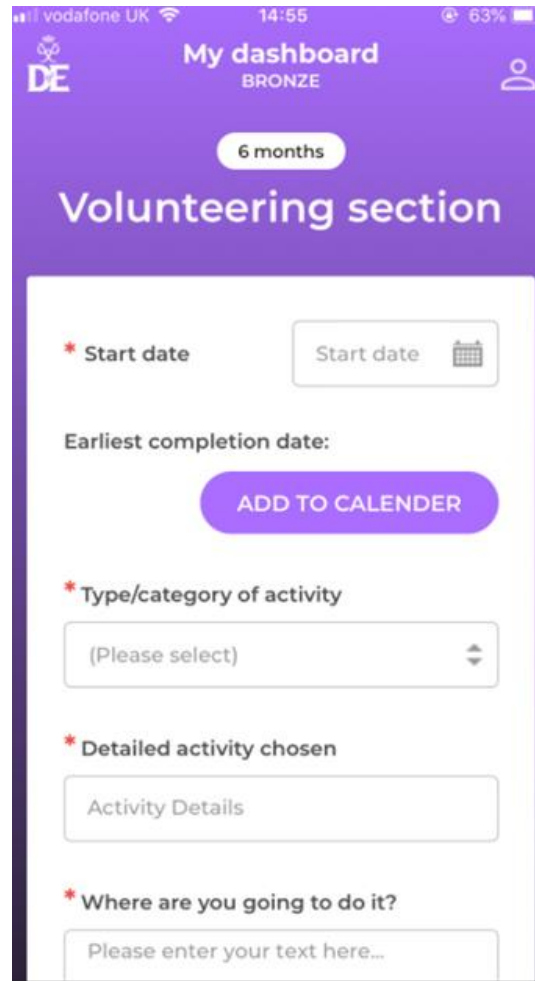
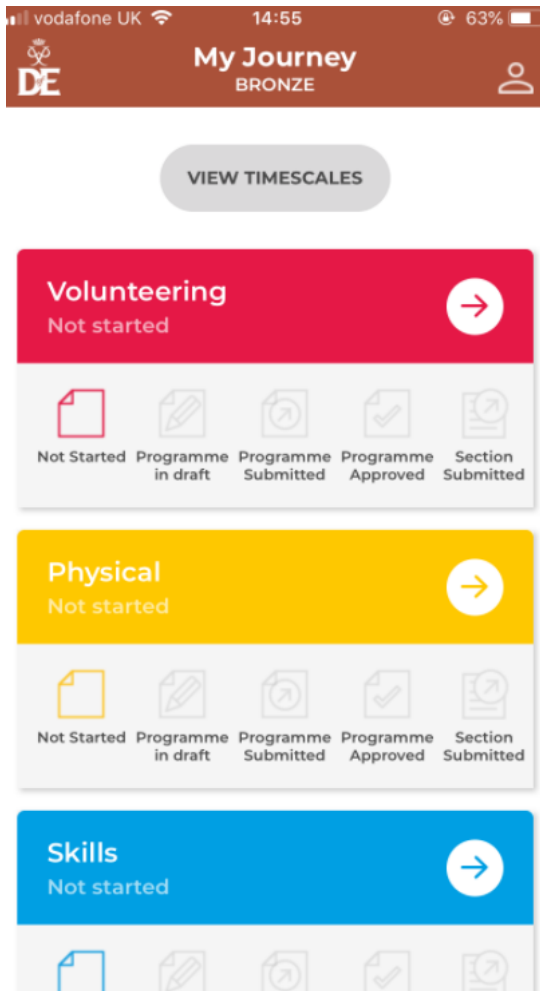
Earliest completion date: [ADD TO MY CALENDAR](#)

* Type/category of activity: Working with the environment or animals

* Detailed activity chosen: Litter Picking

* Where are you going to do it?: In the local area

DofE App Programme Planner



3. Welcome Pack

Now you have activated your eDofE account and added your address on your profile, the DofE sends a Welcome Pack directly to your home.

The Welcome Pack includes five main elements:

1. Information for participants
2. Information for parents and carers
3. Participant's DofE Card
4. Assessors' cards
5. A guide to choosing expedition kit

You can download digital copies of the contents of the Welcome Pack on dofe.org



Choosing activities general guidance

There's plenty of activities to choose from – most hobbies can count towards a DofE programme. Take a look at our website for ideas: www.DofE.org/do/ideas

Activities can be something you're already doing, or something completely new. There are lots of possibilities that can be done from home or under social distancing.

Weekend, lunch and after school clubs and activities should all count.

You must undertake a minimum of one hour a week per section. Sections do not need to be completed at the same time.

A chosen assessor will need to write a statement once you've finished each section. This can be a family friend, a neighbour, a coach or a teacher (not a relative).



Assessor Reports – Who and How

Assessors must be over 18 and cannot be members of the family.

They do not need to see you every week but you need to ask them if they would be your assessor and share your goals. They could be

- A family friend or neighbour
- Your DofE Leader
- A teacher from your school
- Another youth leader at a group such as Scouts, Cadets, etc.

Don't forget to ask them for your report when you have completed your timescale they will not know.

There are two ways to submit an Assessor's Report:

- 1. The assessor can complete the sectional Assessor's Report Card, found in a participant's Welcome Pack or downloadable from DofE.org**
- 2. A report can be directly uploaded onto eDofE via www.DofE.org/assessor.**

To complete option 2, an assessor will need the participant's eDofE ID number, the Award level and to know the section they are assessing.

Other evidence such as photos etc can also be added to your eDofE account.



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