

Dear \_\_\_\_\_

As an Assessor you can add your report directly into the participant's online eDofE account from [www.dofe.org/assessor](http://www.dofe.org/assessor)

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 if they have not written them in below.

Your comments automatically go to the participant's DofEA Leader for approval before being added to the participant's account. You will be asked to provide your email address and phone number to enable their DofEA 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.

Please use your web browser to access [www.dofe.org/assessor](http://www.dofe.org/assessor)

You will see a screen similar to the illustration to the right.

Enter the ID number of the person you are assessing and select the level of their award.

Click the "check ⇌" button and then check that the correct participant's name is displayed.

Select the section, enter the activity undertaken and your comments.

Finally, please enter your details, the security code and then click the "Submit report" button.

*If you are unable to submit the assessment report online, please ask the participant to give you their paper booklet to fill in. This can then be scanned and uploaded by their DofEA Leader.*

All fields marked \* are mandatory.

Participant's ID number: \*

Participant's name:

Level: \*

Check →

Section you are assessing: \*

Activity: \*

Assessor's review/comments:

Assessor's name: \*

Assessor's job title/position: \*

Assessor's email: \*

Assessor's phone number:

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Enter Code: \*

This is case sensitive. This code supports the DofE's IT security and protects our systems from spam.

Remember my Details

Submit report

Participant ID number:	DofE Level: Bronze / Silver / Gold
Participant Name:	Section: Volunteering / Skill / Physical / Expedition / Residential