

How to complete the DOE Bronze award sections for 'Skill', 'Service', and 'Physical Recreation':

Once you have logged all required activities for a section, you need to download and print off a log summary for your assessor to sign. Instructions on how to do this are below:

- a) On the menu tab, scroll over 'My Award' and click on 'Award Summary'
- b) For each completed section, click on 'Download Summary For Assessor'
- c) Save and print the 'Summary For Assessor' and give it to your chosen assessor for them to sign off on the activity
- d) Scan and upload the signed 'Summary For Assessor' to the website.
- e) I will then approve the completion of your award and it will be forwarded to the state/national office for formal approval 😊

How to complete the DOE Bronze award sections for 'Adventurous Journey':

The Adventurous Journey is comprised of two parts, a practice journey (2 days, 1 night) and a qualifying journey (2 days, 1 night). The Temple Yr. 9 camp combines both through two expeditions (Bushwalking & Kayaking) in the one camp and, therefore, they don't have to be done separately.

In addition to the journey parts of the section, the DOE requires a 'Preparation & Training' part also be completed. This was completed partly prior to Yr. 9 camp and the remainder (if not all of it) whilst on camp.

1. *Preparation & Training*

On your main DOE account page, select 'Preparation & Training' and complete the required detail by selecting the date of each requirement and ticking the box of each requirement. For the sake of ease, you could just select the camp date for all of the date requirements.

Tick the 'I have completed all required preparation and training activities' box at the bottom of the page and press save.

2. *Practice Journey*

On your main DOE account page, select 'Practice Journey'. Select 'Journey Type' as expedition. Select 'journey activity' as the first expedition you completed on Yr. 9 camp, eg. if you did bushwalking first on camp, then select this as your journey activity.

The 'journey objective' is simply what you intended to achieve on each section of the camp, eg. to walk through sections of Mt. Crawford, camping overnight.

Fill out the remaining sections of the page as required. List your assessor as the award leader (Mr. Lang) and the supervisor as being your teacher that attended camp in your group.

3. *Qualifying Journey*

On your main DOE account page, select 'Qualifying Journey'. Select 'Journey Type' as expedition. Select 'journey activity' as the second expedition you completed on Yr. 9 camp.

The 'journey objective' is simply what you intended to achieve on each section of the camp, eg. to kayak a section of the River Murray near Swan Reach, camping overnight.

Fill out the remaining sections of the page as required. List your assessor as the award leader (Mr. Lang) and the supervisor as being your teacher that attended camp in your group.

Once you have entered the required detail in both the practice and qualifying journey sections, you can then select 'complete' for each section on your login homepage. This will take you to another page where it will ask you to list your 'journey observations' and upload files for the 'participant journey report':

- Journey observations – you can simply give a very brief summary of what you saw experienced on each expedition (specific to the practice or qualifying sections).
- Participant journey report – here you can upload the journey routes & maps, your reflective journal (scanned), and your presentation (given on the camp) notes.

The 'Adventurous Journey' section is now complete and the award leader will sign off on it and forward it to the DOE office to formally approve the completion of it.