

Guide for **Bronze Award** Participants



Welcome to your Bronze level Award challenge!

Taking part in the Award isn't easy – it requires commitment over time – but it is simple to get started and after all your time and effort you will have achieved something special of which you can be very proud.

As an Award participant you will have the chance to:

- Design your own Award program.
- Work with your adult mentors to set goals and record your progress.
- Make a positive impact on the lives of others through community service.
- Learn valuable practical and social skills for career development.
- Take up the challenge of an Adventurous Journey.
- Connect with other Award participants at home and abroad.

You can continue with activities you're already taking part in, such as sports or volunteering, and start counting these towards achieving your Award, or your Award could be an opportunity to try something new and develop a passion for something different.

The **Bronze Award** is the first step to getting involved in The Duke of Edinburgh's International Award and you can continue your Award journey by undertaking Silver and then Gold levels.

Quick Links

<i>p.g.#</i>	<i>Getting Started</i>	<i>p.g.#</i>	<i>The Award Sections</i>
3	Bronze Award Requirements	9	Voluntary Service
4	An Overview of Your Award Journey	10	Physical Recreation
5	Plan Your Award	10	Skill
8	Participant Submission Checklist	11	Adventurous Journey



Your Bronze Award Requirements

To begin, you need to plan your Award by choosing an activity and a personally challenging goal for each of the four sections. Remember, your Award should be balanced so choose activities from a range of areas; and all Award activities must be voluntary (no cash, no chores, no school credit).

Service

Challenge yourself to make a positive difference in your community. [See page 9.](#)



Physical Recreation

Challenge yourself to improve your health, fitness and performance. [See page 10.](#)



Skills

Challenge yourself to improve your skills and widen your interests. [See page 10.](#)



Adventurous Journey

Challenge yourself in planning, preparing and undertaking a journey with a group of peers. [See pages 11-13.](#)



Time Commitment

You will need to participate in your activities regularly for the set minimum duration of time; an average of an hour per week. A Major section must be chosen for each Award level where a participant hasn't completed a previous Award level, this includes all Bronze participants. The Major section is undertaken for an additional length of time and Participants must be registered with their Award Centre before starting their Award. Activities prior to registration cannot be counted towards the Award.

Physical Recreation

minimum 13 weeks

Skills

minimum 13 weeks

Voluntary Service

minimum 13 weeks

Adventurous Journey

2 days + 1 night
plus training, preparation,
and a Practice Journey.

Major section is an additional 13 weeks in either: Service, Skills or Physical Recreation. You select which section the extra weeks will be dedicated towards for your Major.

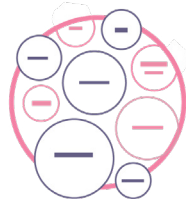


An Overview of Your Award Journey



1

Register via www.onlinerecordbook.org.



2

Plan your Award: Choose activities and setup SMART goals for each section, find your Assessors, setup your activities and get authorization from your Award Leader on the Online Record Book (ORB).



3

Participate in your activities and record your progress.



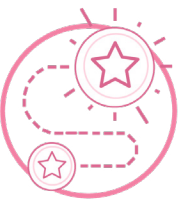
4

Submit AJ report and have your Assessors sign off and comment on your progress.



5

Submit your Award for final approval and consider taking on the next level of the Award.



6

Receive official recognition for your hard work and celebrate your achievements! If you are over 18, be sure to join the Canadian Award Holder Association after completing your Award.



Plan Your Award

This is your Award and it is entirely up to you what you do for each section. It is all about setting yourself a challenge and feeling great when you see yourself progress and achieve your goals. **Visit the [Participant Resource Portal](#) to find useful templates and information to support you while you work towards achieving your Award.**

Questions that will help you design your Award:

1. **What do I want to do?** Think about what you enjoy, what you are passionate about and what areas of interest you would like to explore for each section of the Award.
2. **What do I need to plan for?** Consider your resources and access. All your Award activities must be extra-curricular and voluntary, meaning you cannot receive payment or credit for them.
3. **Who do I know?** Having support will help you complete your Award. Writing down a list of who you know can help you get started to identify potential Assessors.
4. **How can I challenge myself further?** It's more than practicing what you're already good at doing. To be really good at something, you need to push yourself out of your comfort zone. Speak with your Assessors or Award Leader for guidance in setting SMART goals and developing a realistic plan to achieve it.

Find Your Assessors

You will need to find a different adult to be an Assessor for each of your activities. You will work with your Assessor to build your goal and a check-in plan for the duration of your activity.

Assessors can be teachers, leaders, family friends, neighbours, coaches etc. **Assessors must be adults and cannot be immediate family members.** Your Assessor should be knowledgeable in the activity and be able to mentor you as you work through your Award. Your Assessor does not need to be present for your activity, but you need to communicate with them regularly. Once the activity is completed your Assessor will verify your participation and submit a report through the ORB to comment on your progress.

3 Reasons Why Having a Great Assessor Can Help

1. **Learn from someone who 'walks the walk'** - Your Assessor has typically done what you are trying to achieve and can share their knowledge and experiences with you.
2. **Get support and build resilience** - Your Assessor is someone who wants to see you succeed and can offer support if you ask. They will cheer you on when you are doing well and encourage you to keep going when times get tough.
3. **Uncover more of your potential** - Your Assessor can help you to see your strengths and weaknesses. If you are struggling, a mentor can offer valuable advice to help you find a solution.



Set Your Goals

Goals are a great way of helping yourself maximize your motivation to achieve. **The best goals are specific and acknowledge where you are, where you want to be, and how will you get there.** Having a clear goal is essential to starting your Award. Talk to your Assessor and Award Leader to help you establish clear goals.



When you are ready, set up your activities on the [Online Record Book \(ORB\)](#). Your Award Leader will confirm whether your Assessors and goals are suitable for your chosen activities. Your Award Leader can offer support and guidance throughout your Award; if you have any questions or concerns throughout your Award don't hesitate to reach out.

5 WAYS A SMART GOAL WILL KEEP YOU MOTIVATED

1. Gives you something to visualize.
2. Plans out your progress.
3. Breaks down your goal into smaller, ongoing steps.
4. Allows you to measure your progress and adjust your plan.
5. Reminds you of the bigger picture.

WHICH OF THE TWO GOALS SOUNDS MORE MOTIVATING?

1. I want to learn to swim better.
2. I will swim 400 m in 7 minutes or less by the end of December. I will achieve this by training three times per week to continuously improve my times. I will check in with my coach every week and implement any feedback provided. I will also review my goal with my coach every month to ensure it remains realistic and challenging.



Do the Work

Work towards your goals and do your activities regularly for the set duration of time. Log your progress in your ORB account. In your logs provide detail on what you are doing and how you feel you are progressing towards your overall goal. Be sure to communicate with your Assessor and Award Leader as you work through your Award.

Submit Award for Approval

Once you have finished all the requirements of the Award and gathered your completed Assessor Reports, you will need to submit it to your Award Leader for approval. Your Award will be sent to your Award Leader through the ORB and then to the Award Office for final approval. If all requirements have been met, you will receive confirmation from the Award Office once your Bronze level is approved!

Celebrate Your Success

You will receive a pin and certificate to recognize your accomplishment. Ask your Award Leader about your local Award recognition this is an opportunity to celebrate and to be recognized by your family and friends for your achievement!

When you have completed your **Bronze Award** you can continue to your **Silver Award**. If you move from Bronze to Silver all your account information on the ORB will remain the same. You can enroll in the next level and update any personal information by logging into your account.

If you are 18 or older you can join our Global Award Holders Network and connect with achievers around the world.

[Join our Global Award Holders Network](#)



Participant Submission Checklist

PHYSICAL RECREATION	
	Logged a minimum of 13 weeks
	SMART goal(s) achieved
	Completed Assessor Report for each activity
SKILL	
	Logged a minimum of 13 weeks
	SMART goal(s) achieved
	Completed Assessor Report for each activity
VOLUNTARY SERVICE	
	Logged a minimum of 13 weeks
	SMART goal(s) achieved
	Completed Assessor Report for each activity
MAJOR (PHYSICAL REC, SKILL OR SERVICE)	
	Additional 13 weeks logged in one section
ADVENTUROUS JOURNEY	
	Preparation and Training completed
	At least 1 Practice Journey completed with team
	Completed Supervisor Report for Practice Journey
	Qualifying Journey completed with team
	Group aim achieved
	Group AJ Report submitted
	Completed Assessor Report for Qualifying Journey



The Sections

The following pages contain basic information about each section you'll complete in order to achieve your Duke of Edinburgh's International Award.

We'll give you some ideas to get you started when you are trying to decide what to do for each section. Remember that these are only suggestions of activities that other people have done in the past. Use them to help you think about what interests you or what you'd like to try.

If you are struggling to come up with an idea of what to do for a section, there are a number of resources available to you. You can speak to your Award Leader, chat with other participants and/or check out the Participant Portal.

[Click here for the Participant Portal](#)

Voluntary Service

Through the Voluntary Service section you can volunteer in your community, meet people and see how your service benefits those around you. Volunteering over a period of time enables you to meet people within the community whom you might not otherwise engage with and realize the positive difference you can make. It can also help improve skills such as team work, communication and self-confidence.

The list of possible activities is almost unlimited and is often dictated by available resources or opportunities. To ensure the essential balance of your Award, you should be careful not to pick activities that are too similar to your chosen [Physical Recreation](#) or [Skills activities](#).

There are many people and organizations that are willing to provide you with opportunities for practical service. These include: social workers, doctors, religious leaders, schools, hospital or prison authorities, youth departments, conservations groups, local government authorities, voluntary youth organizations, animal welfare organizations, service clubs, and both national and international non-governmental organizations or agencies.

Do some research in your local area to identify a suitable opportunity.

[Click here for Volunteer Services ideas](#)



One of the best and most rewarding sensations this Award has given me is the utter happiness and sheer sense of joy I feel after spending a small portion of my day to effect change and improve someone else's.

Roma, Silver Award Holder



Physical Recreation

The Physical Recreation section of the Award encourages you to improve your health and fitness, whatever your starting point. You could choose to do a team sport, solo sport or any healthy activity. It could be something you already do regularly, have tried before or something completely new to you. The Physical Recreation section should make you feel healthy and happy, and should help you build valuable team skills, self-esteem and confidence. It's also great fun!

The list of possible activities is almost unlimited but you should be careful not to pick activities that are considered, in Award terms, to be [Skills](#) section or a [Voluntary Service](#) section activity (or at least ensure there is a balance to your program). Essentially, the chosen activity should be physically challenging or demanding for you.

There are many ways you can complete your Physical Recreation section. You may choose to get involved in a team sport, take a fitness class, join a club or gym, or perhaps scheduling regular activity outside or at home.

[Click here for Physical Recreation ideas](#)



I've biked over 1,000km throughout the program, gone on day-long biking trips with friends, and seen the world from a completely different angle. I've been places where I'd never have gone by car or on foot.

Jerry, Bronze Award Holder

Skills

Through the Skills section you can develop your personal interests as well as your practical and social skills. You could choose to improve on an existing skill or try something new. It's all about engaging, learning something new and getting better at it; giving yourself a sense of achievement and well-being. Colleges, universities and employers like to see that you have life skills too!

The list of possible activities is almost unlimited but participants should be careful not to pick activities that are considered, in Award terms, to be a [Physical Recreation](#) or [Voluntary Service](#) section activity. If you think more than you sweat, it's a skill! In other words, your chosen Skill activity should be passive in nature rather than physically active.

[Click here for Skill ideas](#)



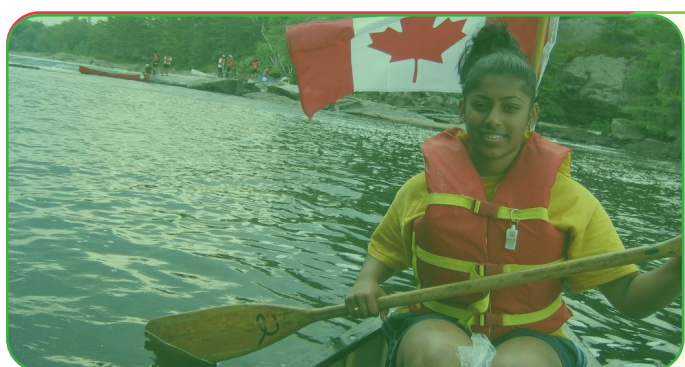


My photography commitment became a journey. I've always liked taking photos but learning cool and creative photography techniques over my 26 weeks, helped me discover my passion. As part of my Silver level, I started an Instagram account to blog about my photography, and I continue to take photos and post them today.

Evangelina, Silver Award Holder

Adventurous Journeys

For the Adventurous Journey section you'll need a sense of adventure and discovery as you go on a team journey, expedition or exploration. You'll have the opportunity to learn more about the wider environment, as well as to develop self-confidence, team work and health. It is a tough challenge and you might be taken out of your comfort zone for a bit but you will be safe with suitable training and supervision, and you won't regret it!



Our journey was definitely a life changing event. I was able to really appreciate the outdoors and realized how beautiful this region is. I was able to walk away from this experience with many skills that will stay with me forever.

Daniella, Bronze Award Holder

Adventurous Journey Stages

There are three stages to an Adventurous Journey (AJ). Each part must be done with **your team***, have a clearly defined aim/goal, be assessed by a suitable adult and be completed as a distinct activity for the Adventurous Journey to be considered "complete."

NOTE ***All team members must be equally involved in each of the Adventurous Journey stages. Team members must be peers and you must work with the same team for the duration of your AJ. Team members may include people who are not participating in the Award.**

1. **Preparation and Training:** participants decide as a team on the aim, location, and mode of travel. Participants undertake suitable training for their journey including: appreciating the culture within the journey's environment, camp craft skills, competency in the mode of travel, first aid and emergency procedures, navigation, equipment knowledge and training, route planning, team building and leadership skills, and understanding your impact on the environment.



2. **Practice Journey(s):** the team takes take on at least one Practice Journey to ensure they will be successful and self-sufficient as a team on the Qualifying Journey.
3. **Qualifying Journey:** the team will work together to achieve their journey aim. After the Qualifying Journey is completed participants will debrief together and complete an Adventurous Journey Report that is presented to their Assessor and submitted on the ORB.

Adventurous Journey guides and templates can be found on the [Participant Resource Portal](#).

Types of Adventurous Journeys

With your team you will need to decide what type of Journey (Expedition or Exploration) you will plan and implement.

Expedition

An Expedition is a “journey with a purpose” - the primary focus is on the journeying. More time is devoted to journeying with less effort put into research and gathering information.

Exploration

An Exploration is a “purpose with a journey” in which the primary focus is to observe and collect information relevant to the purpose. More time is spent on this, and less time is devoted to getting from one place to another.

Adventurous Journey Duration by Level

Level	Practice Journey	Qualifying Journey	Purposeful Activity Each Day
Bronze	1 day (night out optional)	2 days, 1 night	6 hours
Silver	1 day, 1 night	3 days, 2 nights	7 hours
Gold	1 day, 1 night	4 days, 3 nights	8 hours

[Click here for Adventurous Journey ideas](#)



Adventurous Journeys 13 Requirements

1. A clearly defined aim (a purpose with a desired outcome).
2. No fewer than four and no more than seven participants in the group (eight for tandem travel).
3. Must have undergone suitable training.
4. All participants must be involved with the planning and preparation of their Practice and Qualifying Journeys.
5. Completed at least 1 Practice Journey.
6. Journey is through own physical effort, on land or water.
7. New and unfamiliar environment chosen.
8. Minimum time spent on purposeful effort per day (6 hours at Bronze, 7 hours at Silver, 8 hours at Gold).
9. Suitable Assessor and Supervisor chosen.
10. Sufficient equipment and supplies are packed and group equipment is shared out.
11. Accommodations are self-sufficient (tent, hut, etc.) with little or no amenities.
12. Substantial meal prepared and consumed each day of the journey.
13. Report submitted to Assessor once completed.



Any Questions?

If you have any questions or concerns about your Award, talk to your Award Leader first – they are there to help you.

You can also find further information via www.dukeofed.org

Acknowledgements

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About our Charity

[The Duke of Edinburgh's International Award - Canada](#) is a charity registered in Canada whose mission is to promote The Duke of Edinburgh's International Award (known simply as the Award) to provide young people with the Award, and to preserve the quality of the Award in Canada.

Our mission is to ensure the Award, and its benefits, are known and embraced by institutional and individual partners and used as a tool to inspire and guide young people into life enhancing experiences. We hope you enjoy your experiences!

Don't forget to let us know how it goes and [share your stories and photos!](#)

You can also connect with us via social media:



The Duke of Edinburgh's International Award- Canada

www.dukeofed.org

Registered charity in Canada number 12391 6751 RR0002

