



## Activating your eDofE account

### Step ONE

- Login with your username and password (**go to [www.eDofE.org](http://www.eDofE.org)**)
- Your password is your date of birth (DDMMYYYY – no gaps, dots or slashes)
- Click **CONTINUE**

### Step TWO

- Only complete every field with a **red \*** BEFORE you hit return or continue
- Ensure you **DO** select something under Disability and Personal Circumstances – you **DON'T** need to enter any information in the Details box.

### Step THREE

- Now select your timescales – which Section do you want to do the longest?
- Select a row then Click **SAVE**
- If you change your mind later, you can come back and change this

### Steps FOUR, FIVE and SIX

- Now enter the activities for each of your Volunteering, Physical and Skill sections by clicking on **EDIT SECTION** one by one. Leave the Expedition section for now
- Again complete every field that has a **red \***
- **DO** select your activity from the drop down boxes – if it is not there, **PLEASE ASK**
- **Where are you going to do it?** Put in as much information as you can: *I will be playing hockey every Sunday morning at XXXX Hockey Club from 10 to 11am.*
- Ensure you **SUBMIT FOR APPROVAL** once you have finished each one!  
DO complete all three sections – volunteering, physical and skill.

Log in anytime on your smart phone to upload photos and submit evidence: <https://m.edofe.org/>