

Setting up an eDofE account via our Training Platform

Training - Foundations Pathway process:

1. Click this link to take you/your staff to the page to book. [eDofE](#)
2. This screen should then show:

The screenshot shows the 'Course application' page for the Foundations Pathway. The page has a header with the eDofE logo and a progress bar. The main content area is divided into two columns. The left column lists various fields, and the right column provides the corresponding information for the Foundations Pathway.

Field	Value
Region	LO
Course code	FP08158
Course title	Foundations Pathway
Course description	The Foundations Pathway provides an introduction to the DofE and to the DofE roles. This is delivered on the Learning Platform. The Foundations pathway will be of interest to anyone supporting the delivery of the DofE and is the pre-requisite for all other pathways (replaces the online pre-course learning).
Date	N/A
Course director	
Payment types	NONE
Fee	£000
Residential	No
Joining instructions	
Email	Training@dofe.org
Contact name	Training Team
Contact number	01753 727499
Website address	
Closing date	N/A

At the bottom right, there is a blue button labeled 'APPLY NOW' and a link for 'Terms and conditions'.

3. Clicking APPLY NOW should then bring up this pop up, prompting you to select "Register" (unless you already have an **adult account** – any forgotten details can be retrieved by emailing edofe@dofe.org)

The screenshot shows a 'Sign in or Register' pop-up window. The window has a red header with the text 'Sign in or Register'. Below the header, there are two sections. The first section is titled 'Already have an edofe account?' and contains a button labeled 'Click here'. The second section is titled 'Don't have an edofe account?' and contains a button labeled 'Register'. Below these sections, there is a list of contact information: '£000', 'No', 'Training@dofe.org', 'Training Team', '01753 727499', and 'N/A'. At the bottom right, there is a blue button labeled 'APPLY NOW' and a link for 'Terms and conditions'.

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4. It will then ask if you are a member of an organisation that delivers DofE. Click "No" to move to the next screen – I appreciate this is the screen that isn't intuitive, This has been fed this back to DofE Training to request a wording change.



The screenshot shows a web form titled "Course application" with a progress bar at the top. The main content area contains a red-bordered box with the question "Are you part of an organisation who delivers the DofE programme?". Below the question are two radio buttons labeled "Yes" and "No".

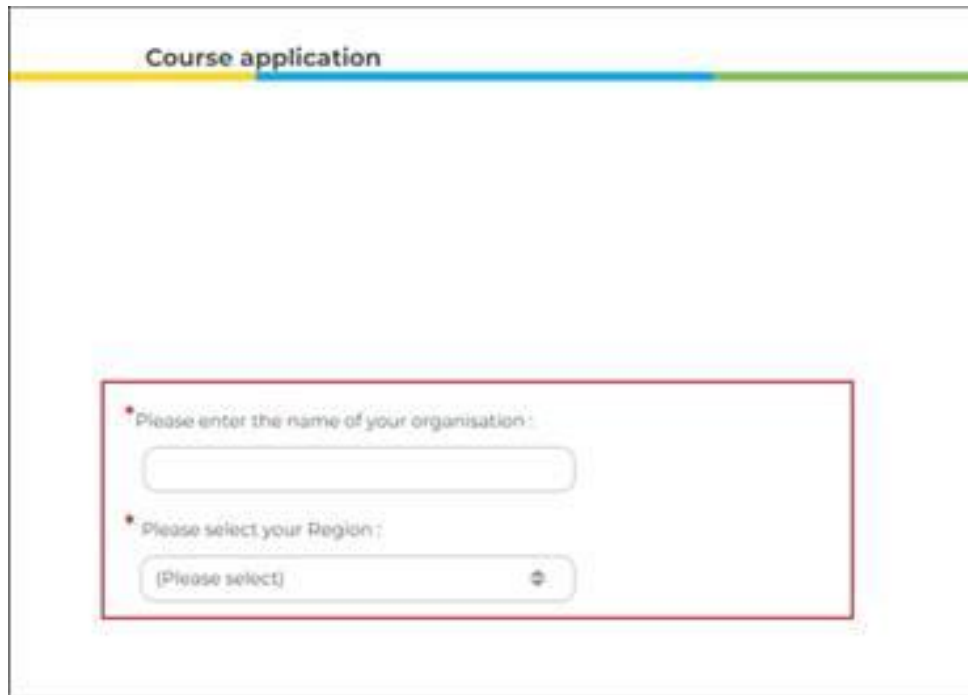
5. You will then see the following – it will ask if you are a member of an Approved Activity Provider (AAP) – Click "Yes"



The screenshot shows a web form titled "Course application" with a progress bar at the top. The main content area contains a red-bordered box with the question "Is your organisation in the process of applying to deliver the DofE or is an Approved Activity Provider?". Below the question are two radio buttons labeled "Yes" and "No".

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6. They will then need to enter your AAP name – **Adventures Offshore** – and Region – England – to continue registration. This will then prompt you to set up your own account.



The screenshot shows a web form titled "Course application" with a yellow, blue, and green header bar. Below the header, there is a light blue rectangular box containing two required fields, each marked with a red asterisk:

- * Please enter the name of your organisation :
- * Please select your Region :
 

Please let me know how you get on and I will investigate further if things continue to not work correctly.