



LOGGING YOUR ACTIVITIES - HOW DOES THE ORB COUNT HOURS?

In the Voluntary Service, Skills and Physical Recreation sections, participants are required to participate regularly in their chosen activity. **Participants earn the Award by making consistent weekly effort towards their goal for the required number of weeks. The Award cannot be achieved in a shorter time span by working more intensely.** The activities undertaken should be habit-forming.

LOGGING REQUIRED TIME

There is no absolute rule as to what is considered regular participation. **The Award is a program of individual challenge, participants are encouraged to work at their own pace and show regular and ongoing commitment.** The minimum duration of activity that can be logged is 30 minutes. **On average, participants spend one hour, per week on their chosen activity.** In reality, **one hour per week or two hours every two weeks is usual**; less frequent participation should be discussed and approved by the participant's Award Leader.

There is an algorithm that calculates the hours per week completed in each section based on the logs entered. Participants can log hours at the following intervals:

- 1 hour every 7 days.
- 2 hours every 14 days.

Participants have flexibility in how often they enter logs, and the ability to make up short gaps by completing extra hours. For example, if a participant is sick or away and unable to complete their activity, they can do two hours when they return to make up for the missed week.

TAKING A BREAK

If participants take a break for longer than four weeks, they will need to add extra time to their overall week count. For example, if they go on vacation for six weeks, when they return to doing their activity again, they will simply continue where they left off until the required weeks are completed. Participants may need to update their goal at this time to ensure it remains SMART.

If participants need to stop working on their Award, there is no penalty and they do not lose any progress that has already been recorded in the ORB. Participants will need to speak with their Award Leader to update their plan to complete their Award.

LOGGING MORE THAN THE MINIMUM











Participants can track more hours than are required. **The progress bar will track a maximum of one hour every seven days towards your total week count.**

TOTAL TIME
COUNTED

Swimming

11 h / 13 h

LOGS OVERVIEW FILES

0	 Went to the pool on the weekend and did some laps with my cousin. 2019-10-19 1h 0min	Time does not count because an hour has already been counted for October 18 & this log falls in the same calendar week.
1	 Swim meet. Did warm up and participated in 50M fly, IM relay (I did fly as well) 400M free, and 100M breast. 2019-10-18 1h 0min	
1	 Went to the pool twice this week, once for practice and once on my own. During practice we did some mock races and worked on starts to get ready for our upcoming meet. 2019-10-03 2h 30min	Extra hour and a half cannot be carried forward.*
1	 Focused on breast stroke and fly. Building technique through drills and endurance by doing some continuous laps. It was a tough practice! 2019-09-26 1h 0min	
0.5	 Had an appointment this week that interfered with practice. Was only able to practice for about 30 minutes. Mainly did laps to continue working on my endurance and cardio 2019-09-20 0h 30min	
3.5	 We had a longer practice to make up for the missed time. We did some weight training and stretching and did 800m and drills. 2019-09-12 3h 30min	The extra two hours and 30 minutes can be used to make-up for three-week gap.
1	 Practice included drills (kicking, arms, flip turns) and a relay race. 2019-08-23 1h 0min	
1	 Swim practice. Practicing our IM relay. I've been trying to get better at fly and increasing my endurance while swimming 2019-08-16 1h 0min	
1	 Swim team practice. Worked primarily on distance swimming and did more arm and leg drills. My kicking has gotten much stronger since I started hiking! 2019-08-08 1h 15min	Extra 15 minutes cannot be carried forward.*
1	 Swim team practice. Did leg and arm drills as well as dryland warm-up. 2019-08-01 2h 0min	Counts as one hour for starting the first week.

*Time can be made up when weeks are missed but cannot be carried forward for future weeks.