



Complete List of Resources

This document provides an alphabetically organized list of all resources and webpages, complete with descriptions to help you quickly locate the resource you need. When you navigate to the resource you need from the table of contents, simply click the title and it will bring you to the link.

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A

[Activity Set-Up Infographic](#): A visual guide on how to set-up activities and/or the Adventurous Journey on the ORB.

[Activity Zone](#): A wide range of activity ideas for participants.

[Adventure Awaits](#): A customizable PowerPoint template that Award Centres can use to explain the Award to their participants, in more detail than 'Session Zero'. This would previously be known as an "Information Session".

[Adult Roles in the Adventurous Journey](#): A document that lists the adults that may be involved in an Adventurous Journey and what role they play.

[Adventurous Journey Group Assessor Report](#): A document that allows an AJ Supervisor and/or Assessor to sign-off on the team's Practice and Qualifying Journey once, instead of completing it for each individual participant through the ORB.

[Adventurous Journey Group Debriefing Report](#): A suggested template for the Practice Journey and Qualifying Journey to help with the Adventurous Journey debrief for the team to fill out after their Adventurous Journey (if required by their Award Leader).

[Adventurous Journey Library](#): Real-life examples of Adventurous Journeys and filled-out template examples to help assist in Adventurous Journey planning.

[Adventurous Journey Planning Guide](#): Use this guide with your team to develop your Adventurous Journey plan. The planning guide includes reminders, tips and sections for including your group information, team goal, route, meal plan, emergency contacts and more!

[Adventurous Journey Navigator FAQ](#): Answers to general questions about the Adventurous Journey, as well as each stage.

[Adventurous Journey Navigator](#): On this platform you will find everything you and your participants need to successfully and safely complete each stage of the Adventurous Journey.

[Adventurous Journey Requirements](#): A complete overview of Adventurous Journey requirements and all components involved in planning a successful Adventurous Journey.

[Adventurous Journey Team Goal Builder](#): This resource guides groups to build their team goal. It also provides a few practical examples of Practice and Qualifying Journey team goals.

[Assessor Overview](#): Provides an in-depth guide for Assessors, outlining their role in supporting participants across the four Award sections.

[Award Authorization Checklist](#): A checklist for Award Centres when reviewing participants' completed Awards.

[Award Canada Blog](#): Discover the latest news, stories, and updates from the Award community in Canada! Whether you're a participant, parent, teacher, educator, or principal, our blog is your go-to destination for everything related to the Award.

[Award Canada Infographic](#): Explains how the Award Canada Way helps young people build and develop the skills that will support them as they navigate the transition from youth to adulthood, and how it bridges what they learn in the classroom to what they'll do outside of it.

[Award Celebration Webpage](#): Explains celebrations at each level, pins & certificates, an FAQ, and upcoming Award celebrations.

[Award Centre Brand Identity Package](#): Use this downloadable folder to brand the Award at your Award Centre!

[Award Centre Management Manual](#): This manual provides information on all subjects relevant for an Award Centre to set up and manage an efficient and sustainable Award operation.

[Award Centre Management Playbook](#): The Award Centre Management Playbook is focused on the administration and operation of the Award Centre itself. It provides comprehensive guidance for efficiently planning and implementing all necessary tasks to manage your Award Centre.

[Award Changes Lives](#): This brochure is your go-to resource when trying to talk to and engage parents and guardians on why they should want their child or ward to do the Award!

[Award Delivery Handbook](#): This Handbook provides Award Leaders, and other adults involved in delivering the Award, with the core information required to deliver the Award in any location.

[Award Delivery Playbook](#): This Playbook was designed to help ensure Award Centres and participants are set up for success. This Playbook will guide you through the elements necessary to deliver the Award within your school, tailored for the academic year.

[Award Leader Registration Form](#): Once you have completed this form, a staff member from the Award will be in touch to share with you the instructions on next steps to complete your training.

[Award Program Flexibilities](#): To ensure Award Leaders can support all participants, we have outlined potential flexibilities that may be used. Flexibilities may be used on an individual or group basis depending on the situation.

["Award Progress Overview for Award Leaders" Video](#): Get an overview of tracking your participants' progress in the ORB platform.

[Award Volunteer Welcome Video](#): A welcome video for our Award volunteers.

[Award with Friends Library](#): Activity ideas that participants can do together with their friends.

B

[Becoming an Adult Mentor in the Award](#): A step-by-step guide on becoming an Award Coordinator, Leader or volunteer.

[Best Practices](#): General tips for all areas of the Award that other Award Centres have found effective. This is a great resource to read at the very start.

[Buddy System and/or Award Mentor System](#): Designed to support participants from start to finish. The Buddy System pairs participants with peers at the same Award level for mutual support, while the Award Mentor System connects younger participants with experienced mentors for guidance.

C

[“Calculating Logged Hours for Participants” Video](#): A quick guide on calculating logged hours for participants in the ORB.

[Change Lives with the Award](#): Explains the valuable role of an Award Leader, highlighting why teachers and educators should deliver the Award. It covers the benefits for both students and educators and provides an overview of how the program works to create positive, lasting change.

D

[Digital Recognition Process – Ordering Certificates and Pins](#): How to order recognition materials from Award Canada. *Keep in mind the deadline to order recognition events is 2-3 weeks before your scheduled event.*

[Does Your Activity Count](#): As long as an activity includes the seven elements outlined in this resource, the activity will qualify.

G

[Gold Project Planning Template](#): This document is intended to help participants map out a Gold Project that meets Award standards. Fill out this template to ensure your trip meets Gold Project requirements. When complete, submit it to your Award Leader and on your ORB for approval.

[Guide for Bronze and Silver Celebrations](#): If you need support planning a celebration, this document provides helpful guidance.

H

[“How to Add a Log to Your Activity” Video](#): In this video, you will learn how to create a log for an activity in an Online Record Book account.

[How to Choose and Reach out to an Assessor](#): A guide for participants on how to choose and reach out to a potential Assessor.

[“How to Create a Label on ORB” Video](#): Learn the simple steps to create an Award label in the ORB.

[“How to Set Up an Activity on ORB” Video](#): In this video, you will learn how to set up an activity in an Online Record Book account.

I

[“Invite Participants to ORB” Video](#): Watch this video to find out how to invite participants to join the ORB and start their Award.

L

[Leading with Adventure](#): A piece on our Activity Zone for ways participants can build their Award around the Adventurous Journey.

[Level Two Training Registration](#): Thank you for your interest in participating in our Level Two Training. To attend this course, you must have completed Level One Training on the [Award Community](#).

[Life After the Award](#): Learn how participants can leverage their skills and experience in life after the Award.

O

[Online Record Book](#): Our web platform that allows participants to record their activities and submit their Awards. It also allows Award Leaders to monitor participants' progress, approve activities and Awards.

[Online Record Book Participant Web User Guide](#): How to use the ORB on a computer. You can find the guide for app usage on your Online Record Book account under Guides as well.

[Organization Information Form](#): Should be completed by Award Centre Administrator (Authorizing Contact) to ensure organization information is up to date.

[Opportunities and Grants](#): Award Centres and participants can take advantage of various exciting opportunities and gain access to grants to support them through their Award experience.

[ORB Lab Activity Progress Overview](#): A powerful tool to keep up to date on your participant's progress. For the above link to work, you need to be already logged in to ORB. If you aren't already logged in, it will make you log in and bring you to the regular dashboard.

[Overview of Adventurous Journey Options](#): Provides a quick overview to help identify the different types of Adventurous Journeys and what needs to be decided by the team.

P

[Participant Recruitment Zip Folder](#): Provides access to posters, templates, and other resources designed to support your efforts in recruiting participants effectively.

[Participant Transfer Form](#): This form is to be completed by the Award Centre that the participant is joining.

R

[“Reviewing Award Revision Notes for Leaders” Video](#): Discover how to review and understand revision notes for Awards returned to you by the National Award Office.

S

[Safeguarding Policies](#): This page summarises our key policies and procedures that govern how the Award operates in Canada.

[School Activities Implementation Guide](#): Provides examples and instructions for educators to integrate school activities into the Award framework.

[“Send Section for Assessment for Participants” Video](#): This video guides participants on sending a section of their Award for assessment.

[Session Zero](#): A PowerPoint template designed to provide an engaging and straightforward introduction to the Award without overwhelming the details, igniting participants’ enthusiasm from the start. Ideally, this introduction would be scheduled in May/June before the school year starts or in September, so teachers can work with grade 8’s to introduce the Award before summer vacation.

[SHSM Award Delivery Playbook](#): The Playbook is designed for SHSM Leads (Award Leaders) to guide students through both SHSM and the Award. From Month 1, students can start both programs in tandem.

[SHSM Award Downloadable Checklist](#): A checklist and guide for how to deliver the Award at your Award Centre in an accessible and printable format.

[SHSM Award Management Playbook](#): This Playbook is designed to help align your Specialist High Skills Major (SHSM) program with the Award, providing guidance for Award Coordinators (Board-Level Coordinators/SHSM Coordinator) to manage their Award Centres. This Playbook covers the administrative setup and running of the program at your Award Centre, while the Award-SHSM Delivery Playbook focuses on delivering the Award to students.

[SHSM Award Information Session](#): This PowerPoint is designed to introduce students to the Award before they register, ideally presented alongside your SHSM introduction to show SHSM

linkage. Send a follow-up email [using this template](#) to boost your registrations and get more people involved in the Award!

[SHSM Dual Certification Session](#): Once students are registered, conduct a “Portfolio Development” and “Advanced Training in a Technology” certification session using our PowerPoint template. This session will cover how to write SMART goals, select an Assessor, choose activities, and how to incorporate AI to do so.

[Smart Goals Worksheet](#): A worksheet you can use with participants that shows how to create a SMART goal.

[Standardized Online Record Book Registration Template](#): This document serves as a streamlined guide to assist Award Leaders in helping their participants register for the Award. It provides step-by-step instructions and required details to simplify the registration process in the Online Record Book (ORB).

[“Submit Award to Leader” Video](#): This video guides participants on how to submit their Award to their Award Leader.

[Summary of Award Requirements](#): An at-a-glance guide to completing the Award.

T

[Trained Activity Providers](#): A national network of Trained Activity Providers (TAPs) who are specifically trained to deliver Adventurous Journeys at each level of the Award. This Directory is a guide for Award Leaders, participants and parents/guardians to use when considering options for completing the Adventurous Journey section.

[Training for Adults Delivering the Award](#): A list of required training for adults who deliver the Award at your Award Centre and how to complete it.

V

[Volunteering for Under 16s](#): Finding the right volunteer opportunity can be a challenge, especially for participants under 16 who are eager to contribute to their communities but may face obstacles like age restrictions and lack of experience. Award Canada understands these difficulties and is dedicated to helping young volunteers navigate this journey. In this resource, you'll discover a variety of ideas for participants under 16 to complete the Voluntary Service section.

W

[What’s the Buzz](#): This participant brochure is designed to introduce young people to the Award, spark their excitement, and give them a clear understanding of what it’s all about.