



Adventurous Journey Planning Guide

Table of Contents	
Group Information	Practice Journey Debrief
Adventurous Journey (AJ) Planning General Information	Qualifying Journey Planning
Preparation and Training	Qualifying Journey Debrief
Practice Journey Planning	

This planning guide is to be used with your team when planning your Adventurous Journey. Depending on the type of Adventurous Journey you are completing, you may need to include less or more in your planning process, discuss this with your Award Leader if you aren't sure!

Please ensure you complete the Preparation and Training, the Practice Journey and Qualifying Journey as a team. Team members may take on different roles throughout each stage as long as everyone on the team is equally involved in the planning and execution of the journey.

Don't forget that the Adventurous Journey can take place in urban, rural or wilderness environments. It's not just a camping trip; teams may choose to discover local features, cycle between cities, explore historical sites or learn more about the environment, the possibilities are endless!

The Adventurous Journey requires initiative, communication and perseverance. With suitable training, planning and supervision, the Adventurous Journey section aims to safely take you out of your comfort zone and promotes experiencing new challenges in a team setting.

More information and resources for the Adventurous Journey can be found [here](#).

Group Information

Team Name: Stampede City	
Journey Name: Researching Public Accessibility in Calgary <i>This will be what you enter on ORB for 'Name.'</i>	Journey Type: Practical <i>Practical or virtual are the options you can select on the ORB.</i>

Information of All Group Members

AJ teams are done in groups of 4-8 peers. Team members must work together throughout each stage of the journey. You may be working on different levels of the Award so long as requirements at each level are met. Teams may also include non-Award participants.

Name:	Email:
1. Aang	example@example.org
2. Katara	example@example.org
3. Sokka	example@example.org
4. Toph	example@example.org
5. N/A	N/A
6. N/A	N/A
7. N/A	N/A
8. N/A	N/A

Adventurous Journey (AJ) Planning General Information

Award Centre Name: Airbending Allies

Adult Support

*Please note one adult may have multiple roles on the Adventurous Journey (AJ). All adults involved in delivering the AJ should be competent in experience and training required for the type of journey being undertaken according to the Award Centres' standards to ensure participants remain safe. **Immediate family members cannot be Assessors for any section of the Award.** Ideally, immediate family members should not be a Supervisor unless necessary and approved by the leader.*

Award Leader Name: Avatar Roku

AJ Supervisor: <i>Must be present on the Practice and Qualifying Journeys and is responsible for the safety and security of all team members. They should be</i>	Name: Firelord Ozai
	Email: support@dukeofed.org

<p><i>trained and experienced for the journey according to the Award Centres' standards to ensure the team remains safe. When necessary and if approved by the leader this role may be done by a family member. They will submit an assessment after the Practice Journey is completed.</i></p>	
<p>AJ Assessor:</p> <p><i>Assesses the journey for the whole team and ensures that all Award outcomes are met by the team. They do not have to be on the journey so long as there is a suitable AJ Supervisor present. They will complete an assessment after the Qualifying Journey is done and the team AJ Debriefing Report is submitted.</i></p>	<p>Name: Avatar Roku</p> <hr/> <p>Email: support@dukeofed.org</p>

Preparation And Training	
<p>Complete the following Preparation and Training together as a team. What you do for your Preparation and Training should ensure your team is capable of safely completing the journey you have decided on. Completion of this section will look different for every team since what needs to be done to safely complete your trip will be determined by your team goal, environment and the type of journey you have decided to undertake. More Preparation and Training may be needed such as specific training and/or research that will help you be successful in completing your team goal.</p> <p>Preparation & Training as outlined on the ORB:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Appreciating the culture within the journey's environment. <input checked="" type="checkbox"/> Camp craft, including food and cooking. <input checked="" type="checkbox"/> Competency in the mode of travel. <input checked="" type="checkbox"/> First Aid and emergency procedures. <input checked="" type="checkbox"/> Navigation. <input checked="" type="checkbox"/> Necessary equipment and how to use it. <input checked="" type="checkbox"/> Observation and recording skills. <input checked="" type="checkbox"/> Route planning. <input checked="" type="checkbox"/> Team building and leadership training. <input checked="" type="checkbox"/> Understanding of the Adventurous Journey. <input checked="" type="checkbox"/> Understanding the impact of the journey on the environment. 	
<p>All Preparation and Training will be completed by: <i>These date(s) will be what you enter on ORB and must all be completed before you undergo the Qualifying Journey.</i></p>	<p>2024-05-10</p>
<p>Journey Purposeful Activity</p>	

Discuss amongst your group and along with your Award Leader to decide what your group would like to do for your Adventurous Journey!

Do you want to go hiking or paddling? Cycle between cities? Explore historical landmarks? Investigate environmental features/issues? Be creative and decide as a team what will be challenging, realistic and enjoyable for you.

Journey activities can differ between Practice and Qualifying Journeys! If they do, it is important to include in your team goal and ensure your team completes necessary Preparation and Training to safely undertake all the activities you will be doing.

These are some options you may choose:

- Exploring different rock climbing routes
- Following an ancient pilgrimage
- Retracing the path of an early explorer
- Sailing trip
- Hiking trip
- Paddling trip
- Cross country skiing trip
- Cycling trip
- Dogsledding trip
- Horse riding trip
- Cultural trips
- Historical trips
- Marine study
- Environmental/conservation study
- Orienteering
- Scientific exploration
- Surveying national/wildlife observations
- Other: **Urban Journey Researching Accessibility**

Practice Journey Planning

The purpose of the Practice Journey is to apply skills learned during the Preparation & Training and test your group's plan for the Qualifying Journey. Groups may complete more than one Practice Journey, it is up to the Assessor/Supervisor to determine when the group is ready to go on their Qualifying Journey.

Practice Journeys must be a minimum of:

- BRONZE: 1 day (typically 6 hours of Purposeful Activity)
- SILVER: 1 day, 1 night (typically 7 hours of Purposeful Activity)
- GOLD: 1 day, 1 night (typically 8 hours of Purposeful Activity)

Purposeful Activity is time spent journey and working towards the team goal. This may include activities such as journeying, cooking, gathering data, researching/investigating, setting up camp/accommodations etc. It does not include getting to and from start/end points, leisure time and sleep.

Practice Journey Team Goal

The team must set a clear and challenging goal that is achievable and defines what activities the team will be doing throughout the journey this may include researching, investigating and/or exploring the natural world.

See our [example goals](#) for more ideas.

Your team goal for the Practice Journey should be decided on together and include answers to these questions:

- What will your team be doing?
- Where will you go?
- What is your team aiming to achieve by the end of the Practice Journey?
- How will it set you up for success on your Qualifying Journey?

What is your team goal?

We will ensure we are ready for our QJ by actively testing our mode of travel (walking/wheeling and using public transit) and visiting local restaurants/shops to practice evaluating their accessibility access. We'll stop at various stores, restaurants, cafés, etc. and review things like the location of automatic door buttons, ramps for wheelchairs, width of aisles, accessible seating, washrooms. We will also visit a local hostel to get a tour and make a list of what we will need for when we stay overnight during our QJ. We will debrief the Practice Journey as a team and determine if any changes need to be made to our Qualifying Journey plans.

*This will be submitted as your Practice Journey Goal on ORB. **Your team goal needs to be reviewed and approved by your Supervisor/Assessor before your Practice Journey takes place.***

Practice Journey Date(S)

When will you go and return?

Start Date: 2024-05-18

Dates must take place before your Qualifying Journey

End Date: 2024-05-18

Mode Of Transport

What mode(s) of transport will your team use for your Practice Journey?

City transit and walking

If motorized transportation is used on your journey such as mobility aids, e-bikes, public transportation etc. it should be incorporated into your team goal and agreed upon with your Leader/Assessor. Motorized

transportation that is used to get to a starting point or from an end point cannot count towards Purposeful Activity time.

Accommodation

What will be your accommodation for your Practice Journey (if applicable)?

N/A

Where will you be staying? What do you need to stay there i.e. permits, tents, booking, etc. How much will this cost you? All accommodation should be self-sufficient, approved by the adult you are working with and in line with your Award Centre guidelines. Examples include tents, yurts, hostels, simple shelters, community halls/gyms/ fields, etc..

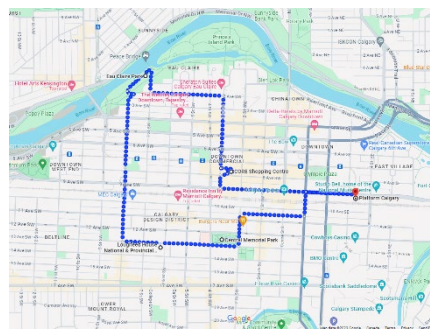
Practice Journey Route:

We suggest including an image/screenshot of your group's proposed route for your Practice Journey.

Description: Where will you go and what is the route are you taking?

Starting at Platform Calgary, we'll walk to CORE Shopping Centre, then Eau Clair Park and stop here for lunch. We'll leave the park and walk to Lougheed House National & Provincial Historic Site. From there, we'll go to Central Memorial Park and then head back to Platform Calgary.

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Emergency Planning

Your team **MUST** have emergency procedures and policies in place to deal with any incidents that may occur as a result of Award activities. Speak to your Award Leader and/or adults helping deliver the AJ to understand what needs to be included in your risk assessment and what emergency procedures are already in place or need to be created.

Emergency Communication Methods

Depending on the type of journey being taken, different communication plans will be needed. For example, a back-country trip may need more extreme emergency communication and exit plans based on remote access to emergency services. Emergency communication methods to consider include:

- **Cell phones** – If using, ensure you have service throughout and a way to charge devices.

- **Sharing your plans and location** – Ensure your Award Centre, parents/guardians, emergency contacts, park rangers etc. are aware of your plans and how often you will check-in
- **Trackers** - Some trackers offer GPS, two-way communication, emergency signaling, and location tracking.
- **Satellite phones** – Satellite phones utilize satellites to make calls in areas where cellular service is absent.
- **Signaling devices** – Whistles, mirrors (reflective signals), flashlights with batteries, flares etc.

Group Emergency Contact Information:

Name(s)	Phone Number(s)
Appa	777-777-7777
Zuko	888-888-8888
Azula	999-999-9999
Iroh	000-000-0000

Ensure you know how you will reach your emergency contact(s) when needed (e.g. phone, satellite phone/SPOT etc.). Your emergency contact(s) need to be aware of your plans, how to contact your team, when you will be checking in with them and what to do if anything goes wrong/they don't hear from you.

Preventative Measures and Emergency Planning

List any potential risks or hazards your group could encounter while on your trip (bad weather, terrain, injuries, wildlife encounters, getting lost, etc). Your team **must** discuss these risks with your group and AJ Supervisor and decide on preventative measures you will use as well emergency plans so the whole team is prepared in case anything happens. More Preparation and Training may be required based on the risks that are identified.

Identified Risk/Hazard	Preventative Measures	Emergency Plans
Team member(s) gets lost	<ul style="list-style-type: none"> • Go over the route and navigation tools being used as a team before trip starts and at the beginning of each day. • Establish frequent check-in points along the route. • Ensure everyone has a working communication device and contact information e.g. whistle, cell phone etc. 	<ul style="list-style-type: none"> • Once you realize you are lost stay calm. • Stay in one place to avoid getting more lost. • Look for landmarks and/or use GPS to establish where you are and where you should be. • Use communication device and contact team members and/or emergency contacts. • Use extra food, water and clothes to stay hydrated,

	<ul style="list-style-type: none"> Stay together as a team and assign everyone a buddy so no one is alone. Ensure all team members have extra food, water and clothes. Share itinerary, route and check-in times with emergency contacts. 	fed, warm and dry as needed.
Extreme Weather	<ul style="list-style-type: none"> Check forecast before trip and each day of trip. Research and pack appropriate gear and clothes for weather. Plan emergency pick-up spots with emergency contacts. Plan emergency stops with appropriate shelter. Reschedule trip if necessary. 	<ul style="list-style-type: none"> Wear appropriate gear and clothes for weather. Check-in with teammates often to ensure everyone stays safe. Take shelter in the event of a spontaneous weather system such as hail. Call emergency contacts for pick-up if needed.
Injuries/illness (Sprains, strains, fractures, blisters, cuts, scrapes, etc.)	<ul style="list-style-type: none"> Bring first aid kit/first aid training. Know how to get to nearest hospital if necessary. Do planned wellness checks throughout journey with all teammates. Keep phones charged to call emergency services if needed. Communicate individual health needs and first aid training with team before the journey. Plan emergency pick-up spots with emergency contacts. 	<ul style="list-style-type: none"> Remain calm. Assess injury for severity. Determine if it can be treated on site, or if it is beyond the team's capabilities. Determine if teammate can continue. Treat injury/illness where possible. Call emergency services/contacts if needed.
Other scenarios and a fillable risk management template your team should discuss and fill out can be found here .		
Practice Journey Meal Planning		

As a group, explore meal recipes and decide on options suitable for all members. For ideas and recipes, [click here](#). Plan a full menu as a group for the length of your journey. **Remember your team must carry the supplies and prepare all your meals including at least one substantial meal each day.**

Day 1	Menu
Breakfast	At home, before we meet
Snack	Fruit & dry cheerios
Lunch	Pre-made sandwiches
Snack	Protein bars & jerky
Dinner	Canned tomato soup & grilled cheese
Breakfast (<i>applicable for Silver & Gold Practice Journeys</i>)	N/A

Don't forget to consider the items you will need for each meal, who will bring/carry them and how much it will cost the team.

Equipment

Plan as a group what you will need to take with you on the Practice Journey, keeping in mind that you must be self-sufficient. For ideas and tips, check out the example [AJ Packing List](#).

Individual Gear: *Gear that each member will bring their own of e.g. toiletries, water bottle, sleeping bag, etc.*

- Water bottle
- Individual food (fruit, cheerios, sandwich, protein bars and jerky)
- Recording materials (pen/pencils, paper, notebook, etc.)
- Sunscreen
- Sunglasses
- Phone, charger & important contacts saved
- Health card
- Emergency money
- Public transit fees

Group Gear: *Gear that the group will share on their Adventurous Journey e.g. cooking utensils, tents/shelter, first aid kit, emergency equipment, map, etc.*

- First Aid Kit
- Group food (canned tomato soup, bread, cheese, butter)
- Printed map with emergency stops
- Hand sanitizer

Clothing: *Items of clothing that each member should prepare to bring e.g. shoes, hats, jackets, etc.*

- Raincoat
- Hat
- Packed change of clothes (pants, socks, shirt, sweater, underwear)

Practice Journey Debrief

An opportunity to change or modify your Qualifying Journey plans and details with your Supervisor. Complete the Practice Journey Debriefing Report with your AJ Supervisor and Assessor. You can find the [guide here](#).

Team meeting with your Supervisor to review your Practice Journey.

Date of Debrief: 2024-05-18

After the Practice Journey the team debrief should be completed as soon as possible. Please note, it is up to the participant to ensure their Supervisor receives and completes the Assessor Report. The Supervisor is responsible for providing a group assessment for the team's Practice Journey and communicating with the Assessor.

Qualifying Journey Planning

The purpose of the Qualifying Journey is to undertake and complete a group activity accomplishing the proposed team goal.

Qualifying Journeys must be a minimum of:

- **BRONZE:** 2 days, 1 night, 6 hours of Purposeful Activity each day
- **SILVER:** 3 days, 2 nights, 7 hours of Purposeful Activity each day
- **GOLD:** 4 days, 3 nights, 8 hours of Purposeful Activity each day

Purposeful Activity is time spent journeying and working toward the team goal. This may include activities such as journeying, cooking, gathering data, researching/investigating, setting up camp/accommodations etc. It does not include getting to and from start/end points, leisure time and sleep.

Qualifying Journey Team Goal

The team must set a clear and challenging goal that is achievable and defines what activities the team will be doing throughout the journey. This may include researching, investigating and/or exploring the natural world.

See our [example goals](#) for more ideas.

Your team goal for the Practice Journey should be decided on together and include answers to these questions:

- What will your team be doing?
- Where will you go?
- Where will your team be staying?
- What is your team aiming to achieve by the end of the Qualifying Journey?
- How will debrief/review your journey as a team?

Team Goal:

Over 2 days, our goal is to evaluate accessibility access on public transit and shops/restaurants in Calgary. By walking/wheeling and using public transit, we'll travel to 2 different neighborhoods each day, visiting at least 3 shops/restaurants in each location and evaluating the accessibility access. We will stay overnight at a hostel and prepare a meal for ourselves each day. At the end of our journey, we will debrief as a team and compile our findings. We will create a basic report on our findings to share with our Assessor and the shops/restaurants we visited.

This will be submitted as your Qualifying Journey Goal on ORB. Your team goal needs to be reviewed and approved by your Supervisor/Assessor before your Qualifying Journey takes place.

Qualifying Journey Dates

When will you go and return?

Start Date: 2024-05-25

End Date: 2024-05-26

Mode Of Transport

What mode(s) of transport will your team use for your Qualifying Journey?

City Transit and walking

If motorized transportation is used on your journey such as mobility aids, e-bikes, public transportation etc. it should be incorporated into your team goal and agreed upon with your Leader/Assessor. Motorized transportation that is used to get to a starting point or from an end point cannot count towards Purposeful Activity time.

Accommodation

What will be your accommodation for your Qualifying Journey?

4-bedroom dorm at HI Canada Hostel (520 7 Ave SE, Calgary, AB T2G 0J6).

Where will you be staying? What do you need to stay there i.e. permits, tents, booking, etc. How much will this cost you? All accommodation should be self-sufficient, approved by the adult you are working with and in line with your Award Centre guidelines. Examples include tents, yurts, hostels, simple shelters, community halls/gyms/ fields, etc...

Qualifying Journey Route

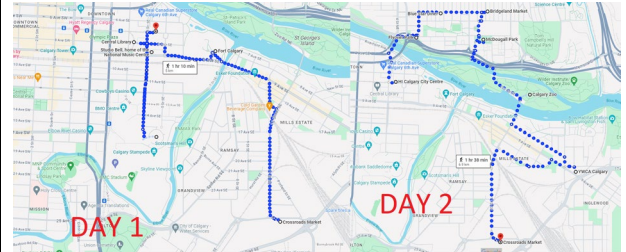
We suggest including an image/screenshot of your group's proposed route for your team's Qualifying Journey.

Description: Where will you go and what is the route are you taking?

Day 1: We'll meet at the Crossroads Market, heading to Fort Calgary to stop for lunch. After, we'll head to the Central Library, then on to Studio bell, to the Saddledome and then back to our hostel.

Day 2: Leaving from our hostel, we'll head to Flyover Park, then on to 1st Ave NE to check out various shops. We'll stop into Bridgeland Market to pick up our food items for lunch. We'll have lunch in McDougall Park before heading to the Calgary Zoo. From there we'll go to the YWCA Calgary and finally, stop back at the Crossroads Market.

Click the blue box below to upload screenshot:



Emergency Planning

Your team **MUST** have emergency procedures and policies in place to deal with any incidents that may occur as a result of Award activities. Speak to your Award Leader and/or adults helping deliver the AJ to understand what needs to be included in your risk assessment and what emergency procedures are already in place or need to be created.

Emergency Communication Methods

Depending on the type of journey being taken, different communication plans will be needed. For example, a back-country trip may need more extreme emergency

communication and exit plans based on remote access to emergency services. Emergency communication methods to consider include:

- **Cell phones** – If using, ensure you have service throughout and a way to charge devices.
- **Sharing your plans and location** – Ensure your Award Centre, parents/guardians, emergency contacts, park rangers etc. are aware of your plans and how often you will check-in
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- **Signaling devices** – Whistles, mirrors (reflective signals), flashlights with batteries, flares etc.

Group Emergency Contact Information:

Name(s)	Phone Number(s)
Appa	777-777-7777
Zuko	888-888-8888
Azula	999-999-9999
Iroh	000-000-0000

Ensure you know how you will reach your emergency contact when needed (e.g. phone, satellite phone/SPOT etc.). Your emergency contact(s) need to be aware of your plans, how to contact your team, when you will be checking in with them and what to do if anything goes wrong/they don't hear from you.

Preventative Measures and Emergency Planning

List any potential risks or hazards your group could encounter while on your trip (bad weather, terrain, injuries, wildlife encounters, getting lost, etc). Your team **must** discuss these risks with your group and AJ Supervisor and decide on preventative measures you will use as well emergency plans so the whole team is prepared in case anything happens. More Preparation and Training may be required based on the risks that are identified.

Identified Risk/Hazard	Preventative Measures	Emergency Plans
Team member(s) gets lost	<ul style="list-style-type: none"> • Go over the route and navigation tools being used as a team before trip starts and at the beginning of each day. • Establish frequent check-in points along the route. • Ensure everyone has a working communication device and contact information e.g., whistle, cell phone etc. 	<ul style="list-style-type: none"> • Once you realize you are lost stay calm. • Stay in one place to avoid getting more lost. • Look for landmarks and/or use GPS to establish where you are and where you should be. • Use communication devices and contact team members and/or emergency contacts. • Use extra food, water and clothes to stay hydrated,

	<ul style="list-style-type: none"> • Stay together as a team and assign everyone a buddy so no one is alone. • Ensure all team members have extra food, water and clothes. • Share itinerary, route and check-in times with emergency contacts. 	fed, warm and dry as needed.
Extreme Weather	<ul style="list-style-type: none"> • Check forecast before trip and each day of trip. • Research and pack appropriate gear and clothes for weather. • Plan emergency pick-up spots with emergency contacts. • Plan emergency stops with appropriate shelter. • Reschedule trip if necessary. 	<ul style="list-style-type: none"> • Wear appropriate gear and clothes for weather. • Check-in with teammates often to ensure everyone stays safe. • Get to shelter and take a break if needed until the weather subsides. • Call emergency contacts for pick-up if needed.
Injuries/Illness (Sprains, strains, fractures, blisters, cuts, scrapes, etc.)	<ul style="list-style-type: none"> • Bring first aid kit. • Know how to get to nearest hospital if necessary. • Do planned wellness checks throughout journey with all teammates. • Keep phones charged to call emergency services if needed. • Communicate individual health needs and first aid training with team before the journey. • Plan emergency pick-up spots with emergency contacts. 	<ul style="list-style-type: none"> • Remain calm. • Assess injury for severity. • Determine if it can be treated on site, or if it is beyond the team's capabilities. • Determine if teammate can continue. • Treat injury/illness where possible. • Call emergency services/contacts if needed.

Other scenarios and a fillable risk management template your team should discuss and fill out can be found [here](#).

Qualifying Journey Meal Planning

As a group, explore meal recipes and decide on options suitable for all members. For ideas and recipes, [click here](#). Plan a full menu as a group for the length of your Journey. **Remember your team must carry the supplies and prepare all your meals including at least one substantial meal each day.**

Day 1	Menu
Breakfast	At home before the journey starts
Snack	GORP & fruit
Lunch	Premade sandwiches
Snack	Protein bars & jerky
Dinner	Frozen burgers (thawed while walking), carrot sticks & potato chips
Day 2	Menu
Breakfast	Free breakfast at the hostel
Snack	GORP & apples
Lunch	Boil in a bag meal
Snack	Fruit from the market stop
Dinner	At home after the journey
Day 3 <i>(if applicable)</i>	Menu
Breakfast	N/A
Snack	N/A
Lunch	N/A
Snack	N/A
Dinner	N/A
Day 4 <i>(if applicable)</i>	Menu

Breakfast	N/A
Snack	N/A
Lunch	N/A
Snack	N/A
Dinner	N/A

Don't forget to consider the items you will need for each meal, who will bring/carry them and how much it will cost the team.

Equipment

Plan as a group what you will need to take with you on the Qualifying Journey, keeping in mind that you must be self-sufficient. For ideas and tips, check out the example [AJ Packing List](#).

Individual Gear: *Gear that each member will be their own of e.g. toiletries, water bottle, sleeping bag, etc.*

- Water bottles
- Individual snacks and food (premade sandwiches, fruit, GORP, apples)
- Toiletries
- Sunscreen
- Sunglasses
- Money for fruit from the market stop
- Phone, charger & important contacts saved
- Health card
- Toiletries (toothbrush, toothpaste, deodorant, personal medication/supplies, hair ties)
- Bedding for hostel
- Journal & pen for notes
- Public transit fees

Group Gear: *Gear that the group will share on their Adventurous Journey e.g. cooking utensils, tents/shelter, first aid kit, emergency equipment, map, etc.*

- First aid kit
- Icepacks

- Group food (frozen burgers, hamburger buns, ketchup, protein bars, jerky, boil in a bag meal)
- Printed map with emergency stops
- Hand sanitizer

Clothing: *Items of clothing that each member should prepare to bring e.g. shoes, hats, jackets, etc.*

- Change of clothes for day two (pants, shirt, sweater, underwear, socks)
- Hat
- Raincoat
- Camp shoes
- Pajamas
- Extra clothes (pants, shirt, sweater, underwear, socks)

Qualifying Journey Debrief

An opportunity to review the Qualifying Journey with your team and Assessor to learn more from the experience. Talk to your Assessor and team about how you will complete your Adventurous Journey Debriefing Report and what needs to be submitted. Your Adventurous Journey Debriefing Report will need to be submitted to your Assessor before they can complete the Assessor Report on the ORB.

Complete the debrief with your AJ Assessor. You can find the [guide here](#).

Team meeting with your Assessor to review your Qualifying Journey.

Date of Debrief: 2024-05-27

After the Qualifying Journey the team debrief should be completed as soon as possible. Please note, it is up to the participant to ensure their Assessor receives and completes the Assessor Report. The Assessor is responsible for communicating with the AJ Supervisor and providing a group assessment for the team's Qualifying Journey.