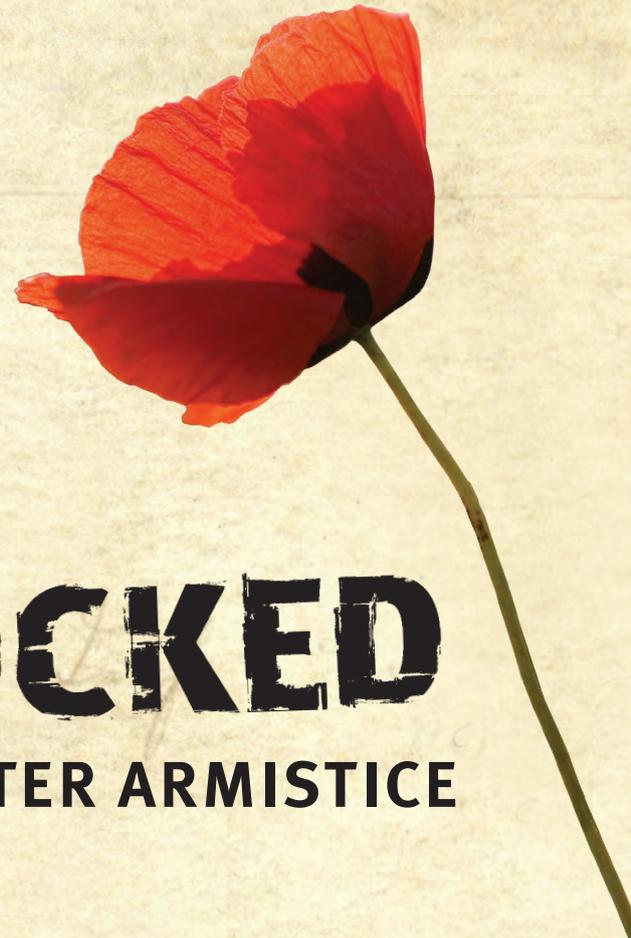


A National Archives of Australia travelling exhibition



SHELL-SHOCKED

AUSTRALIA AFTER ARMISTICE

Education Kit

Part 2: Using *Mapping our Anzacs*



Australian Government
Department of Veterans' Affairs



NATIONAL
ARCHIVES
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Using *Mapping our Anzacs*

How to register on *Mapping our Anzacs* home page

- 1 Open the *Mapping our Anzacs* home page by typing in the following address <http://mappingouranzacs.naa.gov.au/>. Click on 'Register' on the left-hand side under 'Log in'.
- 2 Type in a user name – this can be anything you like but make sure you remember it.
- 3 Type in a password – this must be at least seven characters long and contain at least one of the symbols above the numbers on your keyboard (such as ! % *).
- 4 Confirm your password.
- 5 Type in your email address – this is used to send you a new password if you forget yours and also helps to identify contributors.
- 6 Nominate a security question and answer, for example, what is the name of your pet?
- 7 Click on 'Create account' and your account will be created and you can begin contributing.

Log in

- 1 Click on 'Log in' on the left-hand menu column.
- 2 Enter your user name and password in the fields provided.
- 3 This will show the front page of the website where you can start creating a scrapbook entry.
- 4 Following the step-by-step guide in Activities D and E, find the serviceman or woman of interest. You can add a note or photograph to the scrapbook by following the link 'Add to the scrapbook'.

How to find servicemen or women

There are two main ways of finding people. To find them through the maps, follow the instructions below. To search by name, click on the search options link and type a family name in the search box.

Step 1

Open the *Mapping our Anzacs* home page by typing in the following address <http://mappingouranzacs.naa.gov.au/>. When you open the browser you will see the *Mapping our Anzacs* home page.

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Step 2

After a moment a map of Australia should appear (if the map does not appear click on the central image). You will also see smaller maps of the world and the United Kingdom in the top-right of the page. The map of Australia shows the number of people who were born as well as enlisted in that state. This works in the same way for the maps of the world and the United Kingdom. Notice the difference in the number of those enlisted and those born in each state. Hover your cursor over each state to highlight that state.

Step 3

Highlight the state you would like to investigate and click on it. A map of the state will appear with a number of red and blue flags.

Step 4a

Click on a red flag to see the number of people who were born and/or enlisted from that place (go to Step 5).

AND/OR

Step 4b

A blue flag marks a cluster of places. Click on a blue flag for a list of places clustered at that point.

The first mouse-click will bring up the names of the places/towns in the region. Click on the town you would like to look at and this will show a closer view of the map as well as the numbers of people born and/or enlisted in that town.

Step 5

Click on the number to list all of those who were born or enlisted in that place. Choose the name of a person and click on it.

Step 6

After this click, a detail page will appear with the name, service number, place of birth, place of enlistment, next of kin, World War I service file and image. Each heading is hyperlinked. If you select 'Next of kin' this will show all the people who chose that name for their next of kin. If it is a common name, for example Mary Smith, you may get many results. If you choose to click on the image of the service file, you will be directed to the digital copy of the chosen record.

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Step 7

Choosing 'Next' (at the top of the page) will allow you to look at the individual pages for the chosen service person's file. At the top of this page will be a file reference as a blue hyperlink. Clicking on this link will take you to the National Archives of Australia's description page for the service record – this is on the main database called RecordSearch (at which place you can also continue searching).

Step 8

You can contribute to the web space by adding a note or photograph to the scrapbook or building a tribute. To see what these contributions look like you can go back to the *Mapping our Anzacs* home page and scroll down to see the latest contributions to either the scrapbook or the tributes. You can click on the red hyperlinks in each entry to view the latest contributions.

How to add notes and photographs

There are two different kinds of scrapbook entries you can create: notes and photographs. Note is the default option and simply involves entering a title and some text and clicking 'Post to scrapbook'.

Adding a photograph is also simple. The file format can be JPEG, GIF, PNG or BMP. Large files will slow down the load time. Make sure you keep your photographs to around 100kb and no more than 200kb. Large file sizes may not be able to be published. Select the photograph tab and browse your computer to add it to the scrapbook. When the file appears in the field, click 'Post to scrapbook'. Scrapbook posts are moderated before they become public so they do not become available immediately.

How to add a tribute to the *Mapping our Anzacs* web feature

What is a tribute?

A *Mapping our Anzacs* tribute is a list of service personnel you have selected to commemorate. You can name the list and add a description of who it includes and how they are important to you.

Build your own tribute

Use the graphic link at the top-right of the *Mapping our Anzacs* home page. You must be registered and logged in to use this part of the site. If you are not already logged in, you will be directed to do so. If you are not registered follow the instructions on page 42, How to register on the *Mapping our Anzacs* home page.

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Form 8-103-Rec'd

PURPORT.

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