



Register of War Memorials in New South Wales



In the aftermath of the Great War, communities across Australia built war memorials to perpetuate the memory of those who served their country and who lie buried in foreign soil or beneath the seas. Their memory must not be diminished by the passage of time.

There are more than 3,000 war memorials in our State, and the NSW Government and the RSL (NSW Branch) are committed to documenting each of these memorials with care and respect.

This worthwhile task can only be accomplished using the combined resources of local councils, RSL sub-branches and our schools. No memorial is too small or insignificant to be counted because each records a priceless sacrifice.

What better way for our school children to learn a love of their country than to visit their local memorials, photograph them and record the names of those who fought and died.

This information will then be loaded onto the Internet so that people across the nation can view these memorials, look up the names of their forebears and reflect on the heavy price paid in the cause of freedom.

Now that all the original ANZACs have passed on, it is up to us to keep the flame of remembrance alight. The Register of War Memorials in NSW is an important initiative that deserves the support of every community, school, RSL sub-branch and local council.

Lest we forget.

Register of War Memorials in New South Wales

How to contribute

A 'war memorial' is a commemorative construction dedicated to people who have served and died in war, or because of war.

In Australia and around the world, war memorials range from simple memorial plaques to grand monuments. Memorials can also be:

- honour rolls;
- museums and monuments;
- gates, columns, walls, and arches;
- crosses such as the Cross of Sacrifice;
- obelisks, cenotaphs and cairns;
- statues such as our 'digger memorials';
- stones including Stones of Remembrance cenotaphs.

There are places dedicated as war memorials that also serve a further practical purpose such as gardens, pavilions, pools, halls, hospitals and lighthouses.

About the Register of NSW war memorials

The Register of War Memorials in NSW records the war memorials located in New South Wales and also the veterans commemorated on each memorial.

There are more than 3,000 war memorials in our State, and the NSW Government and the RSL (NSW Branch) are committed to documenting each of these memorials with care and respect.

This worthwhile task can only be accomplished using the combined resources of members of the community, local councils, RSL sub-branches and our schools.

Registering a war memorial on the Register

To register a war memorial:

1. Check that the memorial is not already listed on the Register.
2. If it is not registered, record and document the memorial.
3. Once your documentation is complete, submit the documentation to the State Library for publishing on the Register website. This can be done online, by email or post.

You can find detailed information on how to document and register a war memorial on our website

<http://www.warmemorialsregister.nsw.gov.au>

1. Identifying a war memorial

Firstly, check if the war memorial you have located is already on the Register of War Memorials in NSW website. Search by suburb, post code, memorial name, or by navigating the map.

If you cannot find a record for the particular memorial, and you wish to register the memorial, you will now need to prepare content by documenting the memorial.

More information about registering a memorial can be found in the section [Community Contribution>Preparing content for the Register](#).

2. Preparing content for Register

We have created two spreadsheets to assist you in the recording of information about a memorial.

You will need to download 2 spreadsheets: one for recording information about the memorial, and the second to record any veteran names and service details on the memorial.

These sheets can be downloaded from the website, or sent to you via email or post. See Community Contribution>2. Preparing content for Register.

Recording details and description of the Memorial

Using the War Memorials Template spreadsheet, please record as much information as possible.

You may need to do some background research to find out some of the details, such as the dedication date. Accuracy is important, so if in doubt, please leave the field blank.

3. Photographing war memorials

Please include at least one-high quality photograph of the war memorial you wish to register. This photograph should show the full view of the memorial.

Unfortunately, low quality photographs cannot be accepted.

Required photo format

Photographs can be in .jpg/.jpeg, .png, or .gif file format.

Printed photographs must be professionally printed on photographic paper.

Minimum quality

Digital images must be at least 2 mega pixels in size, or approximately 1600 x 1200 pixels.

Set the camera image quality to “Fine” or “High” to ensure that the photos taken are of high quality.

Lower quality digital images will also be accepted if the image is of sufficient quality and has not been manipulated.

Printed photographs should be printed on quality photographic paper with dimensions of at least 4 x 6 inches (the “normal” size for photographs from a typical 1-hour photo lab).

The minimum resolution must be 150 dpi or higher—if the resolution is too low, the printed photograph will look pixelated or blurry when viewed on the website.

Re-touching or enhancing photographs

Please only include copies of the original digital images that have not been manipulated.

Additional photographs

If the war memorial has multiple plaques or sides, additional photographs are very useful. A photograph should be taken of each plaque, showing as much close-up detail as possible. If there are soldiers’ names listed on the war memorials, a photo of each name plaque is also highly desirable.

For more information on photographing memorials including FAQ and tips, please go to our website <http://www.warmemorialsregister.nsw.gov.au> >Community Contribution>3. Photographing War Memorials

4. Recording veteran names and service details

Using the Veteran List Template spreadsheet, please record as much information as possible.

See the spreadsheet or go online for more instructions and explanations

5. Submitting documentation to the Register

You can submit your documentation online, via email, post or a combination.

Online registration is the preferred method as it results in the fastest turn-around time for publication of the memorial.

Registrations sent to us via email or post require a longer processing time.

Online

In order to be submit documentation online, you will need to sign up for an online account with the Register. Account registration is a simple process which can be done by visiting the website.

Creating a new account

1. Go to the 'Log on' page and follow the prompts to create a new account
2. Request to become an Authorised Publisher.
3. When you have received email confirmation that you have been approved to be an authorised publisher, you will be able to register memorials.

View detailed instructions including screen shots on our website [Community Contribution>How to create an account](#)

Registering a memorial online

When you have received email confirmation that an account has been created for you, you can register memorials online.

1. Go to the Log in page, and log in using the details specified when registering for an account.
2. Go to the 'Add memorial' page.
3. Fill in the fields with the information from this completed spreadsheet.
4. If veteran names are present on the memorial upload the **Veteran List Template** that you have previously downloaded and filled in.
5. Upload images of the memorial. Multiple images can be added. (.tiff or .jpg/.jpeg format)

View detailed instructions including screen shots under [Community contribution](#) on our website.

By email

Email the following as attachments to warmemorials@sl.nsw.gov.au

- A completed War Memorials Submission Template (.xl or .xls format)
- A completed Veteran List Template (.xl or .xls format) if there are veterans listed on the memorial
- At least 1 x high – quality digital photograph (.tiff or .jpg/.jpeg format)

Please note we cannot receive emails with attachments that are larger than 5MB. If your email and attachments are larger than this, you will have to attach images to separate emails, (using the war memorial name as the subject line), or post the photographs on CD-ROM or DVD.

By post

You can send electronic copies of the spreadsheets and digital photographs on a CD-ROM or other storage media, or you can post the electronic spreadsheets with professionally printed photographs.

Please include a return address if you wish for the electronic device to be sent back to you.

We do prefer electronic copies of spreadsheets. If however you are unable to attach it to an email message or save it to CD-ROM, we will accept printed versions. Please be advised that if we receive only a printed version of the spreadsheets they will take longer to process.

Please include the name of the war memorial on the back of the envelope.

For more information on any of the above, go to <http://www.warmemorialsregister.nsw.gov.au>, and look under 'Community Contribution'.

Curriculum relevance for Stage 3 Human Society and Its Environment

Visits to local war memorials can enrich an existing HSIE unit from a Stage 3 scope and sequence, e.g. Identity and Values, Global Connections. Students will be working towards the achievement of outcomes:

CCS 3.1 Explains the significance of particular people, places, groups, actions and events in the past in developing Australian identities and heritage.

ENS 3.5 Demonstrates an understanding of the interconnectedness between Australia and global environments and how individuals and groups can act in an ecologically responsible manner.

This activity can relate to Stage 3 subject matter from the HSIE K-6 syllabus.

- National symbols (e.g. national anthems, flags, coats of arms), national culture represented by ballads, songs and significant sites
- Significant events that have shaped Australia's identity, including the discovery of gold, and colonial exploration and expansion
- World achievements by Australians, past and present
- Origins of dedicated days, weeks, events and places, including Anzac Day and Remembrance Day
- Nationally remembered days
- Physical, political and cultural regions and main reference points in Australia and the world, including the continents and some capital cities
- Geographical terminology, e.g. latitude, longitude
- Communities, regions and environments in Australia and the world
- Effects of human and natural changes on the environment.

Community celebrations and events, such as Anzac Day and Remembrance Day, provide opportunities to highlight the significance of war memorials. Visits to war memorials make the learning experiences for students more relevant and interesting. Some of these units of work need not be taught in a single block of time but at appropriate times to coincide with dates related to celebrations and events.

For further details on how to incorporate war memorials into the curriculum, please refer to Curriculum Support for Primary Teachers, 1999 Vol 4, No. 4 or the Curriculum Support web site, <http://www.curriculumsupport.education.nsw.gov.au/primary/hsie/teaching/stage3/index.htm>

The unit, Australia's experience at war, is for Stage 3 HSIE. The unit outline has been written as a model for using an excursion as a resource, and has an emphasis on Australia's identity and the place of war in Australia.

Involving your students in the Register of War Memorials in New South Wales

Some Practical Suggestions:

- Depending on the number of war memorials in your local area this activity may be best conducted as a homework or independent research activity. Parents and the community may be involved with supervision of students or small groups of students.
- Teachers are encouraged to seek assistance from their local RSL and council who could be involved with identification of war memorials. Guest speakers from the RSL could be invited to inform and interact with the students during the registering of war memorials process.
- A further extension of this activity could involve students researching the dedicated war, a history of the local area or the personnel listed on the memorial.

Register of War Memorials in New South Wales
State Library of New South Wales
Macquarie Street
Sydney NSW 2000

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