



# An ANZAC DAY Project



The Moreton Bay Region **World War 1 Service Personnel** database contains rich data on those from our Region who served in 1914-18 but very few researchers can access it. **Discovering ANZACS** is a well-known and well-supported site that includes all those in WWISP, but has very little useful information on most of them.

If each one of us “adopted” a serviceman and transferred the information about him from WWISP to Discovering Anzacs in the days between now and 25 April, we will have marked this strange ANZAC Day in a way that recognises and honours their service and makes a significant contribution to easing the work of future researchers.

To play a part in making this project happen you should:

1. Explore the WWISP and identify a (small) group of servicemen from whom to select the person who will be your focus.
2. Locate each of those men on Discovering Anzacs and eliminate any who (happily) already have a comprehensive profile page.
3. Announce to the group (via an email) the details of the man whose profile you will extend with information held in WWISP.
4. Open the entry in WWISP and copy the relevant information to a secure and convenient place on your computer to simplify later copy and paste actions.
5. Log into Discovering Anzacs so that you can make changes to the profile page.
  - a. Read the digital image of the Service Record and extract from it the data to be used in the transcription.
  - b. Update the transcription template with the information taken from the Service Record
  - c. Create additional life events where needed (such as date of birth, date of enlistment, date and place of death
  - d. Where the WWISP provides details of a memorial on which the person is named, create *Other Web Links* to the relevant page of MBR Libraries website.
  - e. Where the WWISP mentions another soldier (brother, employer, father etc) associated with the person, create a new *Related Records* link for each one.
  - f. If there was additional information in the WWISP not already entered in Discovering Anzacs, *Add a story* and paste in the facts then attach the Bookmark Index from WWISP to indicate the source.
  - g. Save your work and advise the group that it is available for inspection.
6. Consider whether you might like to conduct further research on this man with a view to adding even more information OR whether you could transfer the existing information about another soldier.

Remember that while we have set ourselves an ANZAC Day target, this work does not need to stop then. We could eventually aim to ensure that all of the information in WWISP is available in Discovering Anzacs.

The rest of this document offers some advice and support on each stage of the project. Of course, if you have any questions, further support is just an email way.

# 1 Explore the WWISP

Although most of us became fairly familiar with this database when it was released in 2015, there have been changes in the Library Website that make both locating and using it something of a challenge. There is a new page of (illustrated) instructions on our website at <https://familyst.weebly.com/wwisp.html>. For convenience a printed copy has been attached to the back of this document.

How you select “your” serviceman is entirely up to you. You might begin by searching for a name or a Unit that has some association for your family. Perhaps you are interested in an occupational group or a geographical location. What about a role in the military such as stretcher-bearer or driver? However you choose you want a short list of possible candidates to consider in the next phase.



# 2 Check Discovering Anzacs

Go to <https://discoveringanzacs.naa.gov.au/> . You do not need to log-in yet because you want to see the site as a visitor, not a contributor.

Type the name of your first candidate into the Search box in the top right corner.



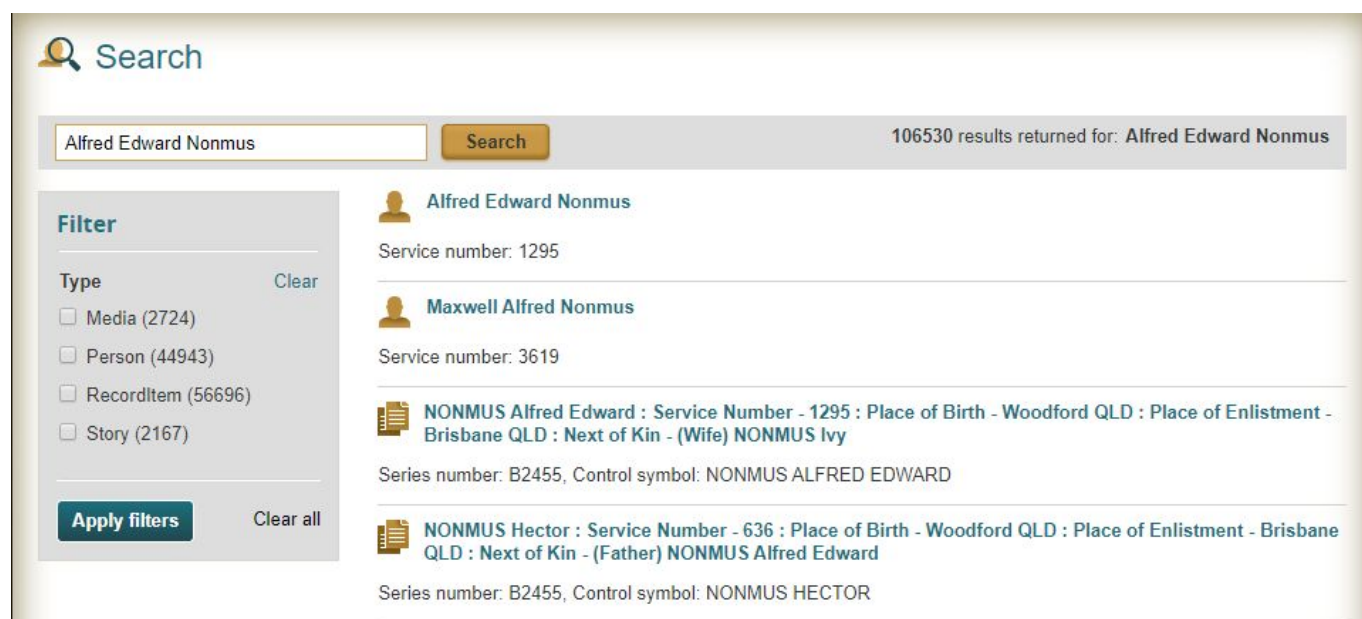
Home Browse Learn About Help

Login Register

Alfred Edward Nonmus



You will be offered a list of all matching names. If there is more than one profile with the same name, you will need to look at the Service Number (you did note that from the WWISP, didn't you?)



Take care that you want the Profile (indicated by the head and shoulders icon) not the Service Record (indicated by a document). Click on the name to open the relevant page.

Here we have an excellent candidate . The profile page consists of a name, a photograph and a scan of the service record. There is literally nothing of interest to a casual reader.

We can add an enormous amount of value by including details in a form that can be located by a Google search.

If this is the man that you intend to focus on, copy the URL for his page (such as <https://discoveringanzacs.naa.gov.au/browse/person/265446>) and move to the next phase. Otherwise examine the others on your candidate list to identify the most suitable.

### 3 Announce to the Group

To ensure that we do not have more than one person working on the same file, send an email like this to the familyst mailing list.

As my contribution to our ANZAC Day project, I will transfer the data in WWISP on [INSERT SOLDIERS NAME] [PASTE BOOKMARK LINK] to his profile page on Discovering ANZACS [PASTE URL]

### 4 Extract information from WWISP

Open the full entry in WWIPS for the man you selected and copy the information you will need later.

You can copy the information digitally and save it in a text file or simply jot it down on a piece of paper.

When the soldier's name appears on a Roll of Honour or similar, you need to capture both the name and its website (right-click on name and select copy link address) If you do write it out, take care that you get the URL correct.

If the soldier's story mention someone else who served, then be careful to get both the name and the service number .



### 5 Log into Discovering Anzacs

From this point on, you will be making changes to the Discovering Anzacs site and the software will record your username and the date on which the changes were made.

If you have not created an account before, do so now. If you already have an account then sign-in .

**Account Login**  
Login to access your account information, contributions and favourites.

**Account login**

If you have already registered on this site, enter your username and password to access your account.

Username\*

Password\*

[Forgotten your password?](#)

Ask for a password reset if you have forgotten yours since your last visit

**Register**  
To create an account please provide, at least, the mandatory fields specified (indicated by a red asterisk \*).

**Create an account**

**Personal information**

First name\*

Last name

Email address\*

**Account information**

Username\*

Password\*

Confirm password\*

Please use a minimum of 12 characters and maximum of 32 characters

By ticking the box this acknowledges that you have read and understood the terms and conditions\*

Your view of the profile page is now very different.

**Profiles**

**Alfred Edward Nonmus** [+ Add life event](#) [+ Add a story](#) [+ Favourite](#) [Export](#) [Print](#)

Complete these details using the official record.

Service/reference number: 1295

Branch of Armed Forces or Service: Army / Flying Corps

Units: Unknown

Brigades: Unknown

Ranks: Unknown

To select multiple units, brigades and ranks, hold the ctrl or shift key on your keyboard and select your options

Age at enlistment: Unknown

Boer War: Unknown

Age at enlistment World War 1: Unknown

Service occupation: Unknown

Civil occupation: Unknown

Name of Horse: Unknown

Cause of death: Unknown

Medals, Honours, Awards: Unknown

Gender: Unknown

Height (approx): Unknown

Weight (approx): Unknown

Chest measurement (male): Unknown

Complexion: Unknown

Eye colour: Unknown

Hair colour: Unknown

Religion: Unknown

Qualifying history: Unknown

Assigned or Temp: Unknown

Small Islander?

[View as list](#) [Life map](#) [Timeline](#) [+ Add life event](#)

Enlistment - WW1  
Brisbane, Queensland, Australia

Birth  
Woodford, QLD, Australia

**Stories and comments**

[+ Add a story](#)

**Official record**

[View transcript](#)

**Related records**

There are no related records.

[+ Link a record](#)

**Relationships**

by Nonmus: 0/0

[+ Add a relationship](#)

**Other web links**

There are no related web links.

[+ Add a site](#)

You will see pen icons where you can edit existing information and orange buttons where you can add completely new material.

## 5a Extract information from Service Record

Your first task is to collect information that is locked away in the image of the Service Record and move it into the template that is already provided in the middle of the page .

To help you to collect the relevant information, you can use the table on the next page.

Complete these details using the official record.

Service/reference number:	1295
Branch of Armed Forces or Service:	Army / Flying Corps
Units:	Unknown
Brigades:	Unknown
Ranks:	Unknown

To select multiple units, brigades and ranks, hold the ctrl or shift key on your keyboard and select your options

Age at enlistment Boer War:	Unknown
Age at enlistment World War 1:	Unknown
Service occupation:	Unknown
Civil occupation:	Unknown
Name of Horse:	Unknown
Cause of death:	Unknown

**Official record**

[View transcript](#)

A red arrow points from the 'Age at enlistment World War 1' field in the template to the corresponding field in the official record image.

Unit	Top of first page above name	
Date of enlistment	Top of first page	
Brigade	Not usually in Service Record but Google the Unit Name	
Rank	Search end of Service Record for last rank held, but look also for loss of rank for bad behaviour throughout	
Age at enlistment	Half way down front page	
Civil occupation	Under age on Service Record (but also check WWISP)	
Medals, Honours	See last page of Service Record	
Height Weight ... ... Distinguishing marks	See page 3 of Service Record from Medical Examination	

## 5b Place information in template categories

When you have everything you need in the table, go back to the profile page and begin editing the middle column. Click the pencil to start each edit, then you will often need to select an option from a drop down list. If the exact value you need is not in the list, choose the closest. You must confirm each change you make by clicking on the tick. If you forget to do this, your change may be lost.

If you do not have all the information, you may skip a category and come back later.

## 5c Add life events

A basic profile page has place of birth and place of enlistment listed as life events because that information came from the description of the Service Record in the NAA catalogue. You need to add two extra events to attach the dates (because the existing ones cannot be edited).

You can also add date of death, date of marriage (if known from WWISP) and any significant dates you found in the Service Record, such as Embarkation, Wounded, Released from Hospital, or Return to Australia.

Once again, you do not need to do all of this immediately. You can return later to add more detail.

## 5d Add *Other Web Links*

This section of the profile page in the lower right corner can be used to connect to any other resources that will assist in interpreting the man's service.



It is particularly appropriate to link to the details in the MRB Library site on any memorials or rolls of honour on which the soldier was named.

**Other web links**

Pine Rivers Memorial Gates

Strathpine District Roll of Honour

49th Australian Infantry Battalion [AWM]

+ Add a site ?

**Add a site**

**Site information**

Name/title\*

URL address\*

Citation

Simply type in a descriptive name and paste the link you saved from WWISP into the second line. It is straight-forward to search the Australian War Memorial site for the unit name and to include a link to its summary page.

## 5e Link *Related Records*

While the previous section allowed you to link to resources outside Discovering Anzacs, in this area you can only link to document already within the collection on the site. Whenever the detail in the WWISP referred to another soldier with whom your man was associated, you connect them here. They could be school friends who enlisted together, men who travelled to Europe on the same troop ship or even an army buddy who became a brother-in-law.

Clicking on Link a Record, opens up a search page where you can locate the associate by name and Service Number. When confirmed, the record is added to the right hand column.

**Linking**

Name, place, etc  Search 690656 results returned

**Filter**

**Archive** Clear

Archives of AU (544739)

Archives of NZ (145917)

**Digitised** Clear

Digitised (589583)

Not digitised (101073)

**MediaType** Clear

**Series** Clear

A11789 (485)

**HANRAN Thomas : Service Number - Depot/2372 : Place of Birth - Liverpool Engl...**

Series number: B2455, Control symbol: HANRAN T, Barcode: 4255736

**HADE Edward Thomas : Service Number - 1188 : Place of Birth - Bass VIC : Plac...**

Series number: B2455, Control symbol: HADE E T, Barcode: 4266028

**HADFIELD Alfred : Service Number - 4136 : Place of Birth - London England : P...**

Series number: B2455, Control symbol: HADFIELD A, Barcode: 4266033

**HADFIELD Charles Benjamin : Service Number - 1230 : Place of Birth - Huddersf...**

Series number: B2455, Control symbol: HADFIELD C B, Barcode: 4266035

**Primary record**

**Alexander Sydney MacDonald**

Return to Profile

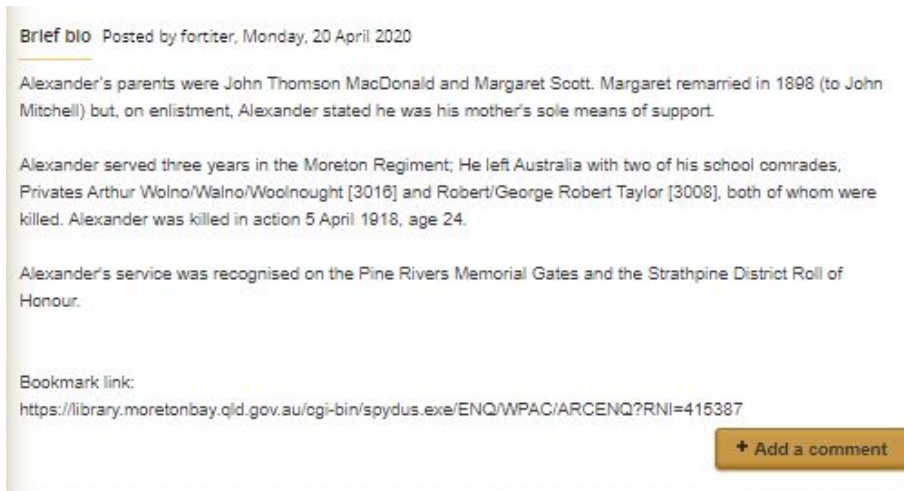
**Linked records**

Search for related records and click the + icon to link them to a profile.

**WOLNO Arthur : Service Number - 3016 : Place of Birth - Brisbane QLD : Place of**

## 5f Add any additional detail

Clicking on Add a Story at the top of the profile page opens a window that allows you to include as much or as little information as you wish. At this stage it is a convenient place to include any other facts about the soldier that you obtained from the WWISP but have not been able to use elsewhere.



**Brief bio** Posted by fortiter, Monday, 20 April 2020

Alexander's parents were John Thomson MacDonald and Margaret Scott. Margaret remarried in 1898 (to John Mitchell) but, on enlistment, Alexander stated he was his mother's sole means of support.

Alexander served three years in the Moreton Regiment; He left Australia with two of his school comrades, Privates Arthur Wolno/Walno/Woolnought [3016] and Robert/George Robert Taylor [3008], both of whom were killed. Alexander was killed in action 5 April 1918, age 24.

Alexander's service was recognised on the Pine Rivers Memorial Gates and the Strathpine District Roll of Honour.

Bookmark link:  
<https://library.moretonbay.qld.gov.au/cgi-bin/spyidus.exe/ENQ/WPAC/ARCENQ?RNI=415387>

+ Add a comment

Here is an example in which I not only added information that explained why the soldier's next of kin did not share his surname but also explained why I had linked the records of the other two soldiers and the two memorials.

Note that any other user who is logged-in can add a comment to extend the story I have begun.

## 5g Save your work and report completion

When you think that you have finished it is a good idea to log-out of Discovering Anzacs and then view the page as an ordinary visitor. If you are happy with the result, send a second email to the familyst list

The profile page on Discovering ANZACS for [INSERT SOLDIERS NAME] [PASTE URL] now incorporates all the information collected in WWISP. Lest we forget.

## 6 Next steps

Feel free to continue to enhance "your" soldier's profile page or to go back to WWISP and select another on which to work.

# WWISP

## World War I Service Personnel

In 2015, the Library launched its major WWI commemoration – a database that aimed to record the service of every man "associated" with the localities that now make up Moreton Bay Region. In the years since then, that rich dataset has lost its prominent place on the library website. This page will assist you to locate it and to use it effectively.

From the homepage, <https://library.moretonbay.qld.gov.au/>, select *History & Heritage* on the top menu bar and then *History and Heritage Resources* in Quick Links. Click on the image for *History of the Region during World War 1* and then scroll down until you reach *Search the personnel database*. Click it to open the database.

Or you can start from here by clicking the image to the right which is linked directly to the active page.

From this starting point, you have the option of Browsing through all the records in (alphabetical) order or Searching for particular entries. Although just how to do that is pretty well hidden. You need to imagine these big buttons and useful labels.



Since browsing will be slow and tedious, you should probably begin to search. Click on the *Options* button and then on the text *Filter Results* that appears beneath it. You will see this screen; most of which you can ignore.



## Refine results

### File records from Moreton Bay Region World War I Service Personnel

Found 774 records

Your current set:  AND the following  NOT the following

Title		Keywords	AND
Creator		Keywords	AND
Subject		Keywords	AND
Anywhere	Alexander Sydney MacDonald	Keywords	AND

Reference number:

Date of work:  e.g. 1795, < 1800, 1960-1970

Level of description:  All levels  
Collection

To find a particular name, simply type it into the box beside the label *Anywhere* (which refers to the words being located in any part of the record, not just the title). When you hit the Search button (scroll down past all the Librarian stuff you are ignoring), you will see three results. In addition to the one you were expecting, there are two records for other men in which MacDonald's name is mentioned because they joined up together.

But you can do much more than search for the men's names. Perhaps you are interested in men from a particular occupation in a local area. (Notice that any of the top four boxes can be switched to search "Anywhere". Do it, always!)

Your current set:  AND the following  NOT the following

Anywhere	Caboolture	Keywords	AND
Anywhere	timber	Keywords	AND
Subject		Keywords	AND
Anywhere		Keywords	AND

You could also combine place names with military terms. (Try Died of Wounds or Prisoner of War, as well.)

Your current set:  AND the following  NOT the following

Anywhere	Killed in Action	Keywords	AND
Anywhere	North Pine	Keywords	AND
Anywhere		Keywords	AND
Anywhere		Keywords	AND

Notice that the AND operator can be flipped to OR at the end of each row. So if you are uncertain whether the old or new name of the township would have been used, search for North Pine OR Petrie.

Your current set:  AND the following  NOT the following

Anywhere	North Pine	Keywords	OR
Anywhere	Petrie	Keywords	AND
Anywhere	died of wounds	Keywords	AND
Anywhere		Keywords	AND

There may be times when you get fewer results than expected (or even none at all). This might be because there are no records to find, but it could mean you have stacked up too many searches and they are conflicting. Look at the top of the results page. Each of the blue rectangles is a separate search, but I wanted all police who enlisted not just those in Petrie. I should have removed that first search (by clicking on the cross) before I started the next one.

### File records from Moreton Bay Region World War I Service Personnel



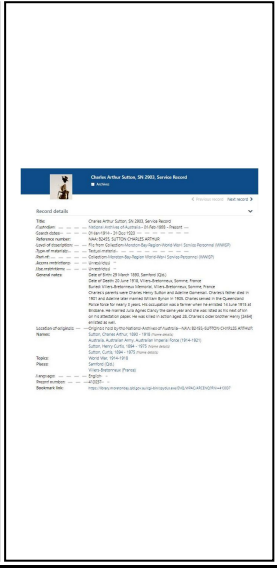
That is much better.



Once you have identified the particular record that you want to use, simply click on the title in the results list.

This is what you will see, except that on this copy all the material that is included for the benefit of Librarians has been struck out, leaving just the pieces that are valuable for family history researchers. Once you have examined a few records, you will quickly recognise the "good bits".

Pay special attention to the long line right at the bottom (labelled *Bookmark Link*). That is the key to getting directly back to this record without needing to search again. Save it now!



Viewed using [Just Read](#)